



# Fitness Training Policy

## Standard Conditions of Use

Policy outcome	<ul style="list-style-type: none"><li>• To provide health and wellbeing opportunities to support physical and mental health for all members of the community through outdoor fitness training</li><li>• To preserve the quality and longevity of public open space and council assets within these spaces</li><li>• To ensure fitness training activities do not unreasonably impact community access to public open space</li><li>• To ensure all who recreate on Council owned and managed land within the City of Port Phillip are provided with a safe environment to do so</li><li>• To provide equity in the management of outdoor fitness trainers, considering other fitness and commercial recreation providers and events who operate in the municipality</li></ul>
Responsible area	Open Space, Recreation and Community Resilience
Version	Version 2.0
Date approved/adopted	May 2025
Planned review date	June 2027



## Permitted Activities

### 1. Approved activities

All fitness, recreational or wellness classes/activities in public space including:

- Personal training classes using no equipment or using small equipment
- Fitness classes such as boxing, pad training, boot camps and circuit training
- Movement classes such as aerobics, dance or Pilates
- Wellness groups such as meditation, yoga or Tai Chi
- Any similar activities

### 2. Start and finish times

Training must not occur:

- Before 6 am
- After 9 pm

Trainers must ensure they only train at times indicated on their licence and when there is adequate natural or public lighting to conduct training safely. Trainers are not to use Council car parking spaces, public paths or areas which will impact local foot traffic and other park users.

### 3. Participants Numbers

The maximum number of participants per session is 15. Providers can choose to host 1-5 participants or 5-15 participants per session. Fee structure is as follows:

- **1-5 participants:** \$477 annual fee
- **5-15 participants:** \$743 annual fee

### 4. Other commercial activity

The onsite sale of clothing, equipment, refreshments or any other goods and services is prohibited.



## Operations

### 5. Participant safety

The licence holder must:

- Have in their possession a suitable first aid kit.
- Ensure that all insurances and qualifications are current throughout the licence period.
- Inspect the training area and complete the pre-training site checklist prior to every session to ensure it is safe and fit for purpose.

### 6. Exclusion zone

Prior to commencing each training session, the licence holder must mark out a training zone that is:

- Marked with cones or similar
- No larger than 20m by 20m
- That is not already occupied by other users, where they will conduct all fitness activities for that session.

The licence holder has exclusive access to that zone for the duration of the training session.

### 7. Forms

All trainers are required to ask all clients to complete a waiver and disclose any medical conditions before starting any session. This is a non-negotiable and Council Officers may ask to sight the forms at any time.

### 8. Signage

Signage licenced is one temporary 'A-frame' measuring no more than 600mm wide by 1000mm height:

- It can only be used during the training session and must always be within sight of the fitness trainer.
- Signs must not be placed on footpaths or trees.



## 9. Inclement weather

Council does not provide undercover training areas in the event of inclement weather. It is the responsibility of the fitness trainer to cancel the session or seek an alternative venue.

## Compliance

### 10. Vehicles

Vehicles are not licenced to enter Council parks, reserves, foreshore or footpaths. Vehicles are to be parked in designated parking areas and must adhere to all parking restrictions.

### 11. Public Nuisance

The licence holder must not cause or allow anything in or near the allocated area, which constitutes an actionable nuisance, annoyance or disturbance to other persons lawfully entitled to use the allocated area or any land adjoining the area.

### 12. Noise

Noise from activities must not disturb other users or adjacent residents and must comply with all relevant regulations, including the Environment Protection Act 1970 and the State Environment Protection Policy (Control of Music Noise from Public Premises). The noise limit is 65 dB(A) when the measurement point is located outdoors and 55 dB(A) when located indoors. The use of amplification equipment is prohibited (including whistles, megaphones, or speakers).

Please refer to Council Outdoor Event Noise Management Policy for more details: [city-of-port-phillip-outdoor-event-noise-management-guidelines.pdf](#)

### 13. Preservation of public open space and Council assets

The licence holder must not damage, destroy, disrupt, or remove any native flora (live or dead) or fauna, built asset, natural feature or cultural heritage place from the allocated areas or surrounding land.

All activities must be conducted to minimise wear and tear to natural surrounds, including the following mitigating actions:



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- Running spikes and studded boots are not to be worn by trainers or participants.
- Dragging tyres, heavy weights and other equipment is prohibited.
- Equipment cannot be pegged into the ground.
- Training session exclusion zones must rotate within the allocated area and activities performed at each spot in the zone must alternate.
- Equipment (including but not limited to, ropes, string, bands, TRX) cannot be attached to or suspended from any trees, vegetation, park furniture, light poles or any other natural or manmade structures which includes all Council assets.

In the event of damage or destruction, Council will undertake, and complete remedial action and the licence holder must reimburse Council for the cost of repairing such damage or destruction within 14 days of repair. The provider must not engage in any activity that causes (or has the potential to cause) damage or wear to grass areas, trees, vegetation, paving or park fixtures, including:

- Dragging tyres, equipment over grass areas
- Driving vehicles on grass areas.
- Tying ropes around park fixtures or trees.
- Using park seating for step ups.
- Equipment attached to Council assets, including battle ropes or an type of resistance equipment.

### 14. Hazards and obstructions

Fitness activities and/or exercise equipment must not create hazards or unreasonably obstruct stairways or pathways.

### 15. Waste management

The licence holder must not allow rubbish to accumulate in or about the allocated area. All rubbish/waste as a result of training must be removed from the site and correctly disposed of. The City of Port Phillip supports all sustainable waste management opportunities.

### 16. Incident reporting

In the event of an incident (with a participant or the site), the licence holder must, as soon as reasonably practicable:

- Notify Council by phone and provide details of the incident ph: (03) 9209 6777



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- File a written incident report with Council. This is to be addressed to Private Bag No 3, PO St Kilda 3182 or emailed to [recreation@portphillip.vic.gov.au](mailto:recreation@portphillip.vic.gov.au)

### 17. Participant reporting

Fitness trainers are currently exempt, as per DEECA instructions, from reporting participants numbers on a quarterly basis. This is subject to change with DEECA's next Policy review.

### 18. Unforeseen Circumstances

If under any circumstances there is an event that takes place, that is a threat in the community or puts any one at risk such as a pandemic, all personal trainers will be required to adhere to directions or restrictions put in place by the Federal, State or Local Government authorities.

### 19. Termination of licence

If the provider does not meet the above compliance criteria, Council Reserves the right to issue a warning, and under the circumstances of repeated compliance breaches, revoke the licence. This is stipulated in Councils Fitness Training Policy: [fitness-training-policy-2024.pdf](#)