

Nature-based commercial activity

Guide to supporting information for applications

Council seeks to encourage quality, boutique nature-based commercial activity within bushland and conservation areas.

Application for a Nature-Based Commercial Activity requires supporting information. This enables council to ensure the best outcomes for businesses and the community.

This guide sets out standard information to include.

1. Description of experience

For example:

- What experience are you offering to attendees?
- What is special about your proposed activity?
- How will you educate attendees on the natural environment?

2. Description of activity

For example:

- What activities will attendees undertake?
- What days and hours do you wish to operate?
- How many people per session, how many sessions per day?
- How will you minimise impact on the natural environment?

3. Logistics of activity

For example:

- How will you promote your activity?
- How will people book the activity?
- How will you manage requirements, such as car parking, toilets, shade, etc?

4. Risk assessment

Please include a thorough risk assessment for your activity.

Council may require a site visit before approving your activity.

Checklist

Have you organised your:

- Site map
- PLI certificate of currency
- Risk assessment
- Supporting information

Lodge your application through the online portal – search park applications at lpswich.qld.gov.au

Frequently asked questions

What is a commercial activity?

A commercial activity is where you expect to receive money or commercial gain for holding your activity (e.g. promotes an organisation).

This may include activities where:

- the primary purpose of the activity is to make a profit
- the activity, tour, course or transport is provided free of charge, but in conjunction with another commercial product or service
- the service is being provided by someone who is being compensated or paid a fee
- the activity is ongoing or regular
- an entry or participation fee is being collected over and above those costs associated with conducting the activity
- the activity is open to the general public as well as a specific membership group.

Some common commercial nature-based activities include:

- Sport, recreation and leisure activities and events for paying participants
- Health and well-being classes
- Recreation equipment hire, lessons and tours
- Ticketed events, fundraising or promotional activities or events.

Is this the right permit for me?

The Nature-Based Commercial Activity applies to:

- Commercial activities
- In a local government controlled area; and
- Nature-based; and
- With fewer than 30 participants per session.

For activities that do not meet these criteria, there are other licences and permits that may apply, including:

- Nature-Based Recreation Permit
- Fitness Groups and Personal Training
- Commercial Film Production Licence

More information on these permits and licences is available on ipswich.qld.gov.au

Where can I conduct my activity?

Activities are to be nature-based. This means the activity must use areas that are predominately natural environment with minimal infrastructure.

Some use of built/established areas may be allowed, such as meeting points or parking areas.

The permit only applies to local government controlled areas.

Applications require a site map. This helps council ensure your activity is assessed correctly.

How often can I conduct my activity?

Individual sessions have been limited to 30 participants, but there has not been a limit set on how many sessions can be conducted in a day or week. This is in recognition that different activities and operators will have different requirements.

When assessing applications, council will consider the impact of the proposed activity on a case-by-case basis. For instance, an activity in a conservation area may be more restricted than the same activity in an urban bushland reserve.

Applications need to clearly define what days and hours operators seek to run activities. This information:

- helps prevent areas being over-booked
- informs council maintenance workers of areas being used
- ensures safety in case of emergency (such as bushfire or severe weather) or planned activities such as hazard reduction burns.

What if I need to change my days or hours of operation?

Council understands that nature-based activities can be impacted by a range of factors including weather and seasonal constraints. There are processes for operators who seek to change their standard days or hours of operation.

Temporary change – for example, proposing a new date to replace a rained-out session. Email ICCapps@ipswich.qld.gov.au with your permit number and the details of the change. At least 3 business days' notice is required.

Permanent change – for example, seeking to add an additional weekly session to your regular activity program. Email ICCapps@ipswich.qld.gov.au with your permit number and the details of the change. At least 10 business days' notice is required.

In both instances a council officer will contact you if there are concerns with the change.

How do I pay my fee?

No fee is payable at the time of application. Completed applications will be assessed by council, and if approved, will be issued an invoice for the relevant fees.

Standard conditions

Please note these are standard conditions for Nature-Based Commercial Activity.

Additional conditions specific to the activity or location may also be required for council to approve the activity.

- All current COVID-19 restrictions must be strictly adhered to and are the responsibility of the event owner to enforce
- No more than 30 participants are permitted at any one time
- The permit holder must produce for inspection, the permit granted by the local government, upon request of an authorised person
- Council does not accept any responsibility for loss or damage to any items or property belonging to persons associated with this event
- The native flora and fauna, and cultural sites, in Envioplan Conservation Estates and Reserves must not be interfered with in any way, collection is strictly prohibited
- Council encourages sustainable waste management:
 - The provision and use of single-use plastic drinking straws is prohibited.
 - The provision and use of single-use plastic water bottles is prohibited, unless:
 - Appropriate on-site collection facilities are provided for recycling (e.g. yellow lid recycling bins)
- The permit holder must comply with liquor licencing requirements set out by the Office of Liquor and Gaming Regulation (OLGR) for the duration of the event
- The permit holder must hold current Public Liability Insurance for the duration of the event with a minimum cover of \$20 million. The insurance company must be licensed to operate in Australia
- The permit holder may not transfer, assign or otherwise dispose of the permit to any other person or entity unless specifically authorised or approved by council
- Animals, not under effective control are not permitted unless otherwise signed
- Fireworks or naked flame are not permitted
- Smoking (including smoke machines) is not permitted inside the area
- No seating is to be brought into the area unless approved by the local government
- Vehicles are not permitted other than on designated roads, car park areas or nominated pathways
- Nails, barriers, ropes or similar fixings must not be erected, attached or used on the local government's infrastructure (e.g. walls, equipment) or vegetation
- Any local government property in the area must be left clean, tidy and undamaged
- Activities must not cause a nuisance (e.g. dust) to neighbouring facilities, properties or other users of the area
- The local government must be notified as soon as practicable of any loss of or damage to local government property
- Costs associated with Emergency Services, Security or Duty Officer callouts, cleaning or repairs will be the responsibility of the permit holder where an act or omission on their behalf has caused that to occur
- The permit holder is responsible for its members and all patrons onsite associated with the permit or event
- The approved permit must be kept on site at all times and must be produced when required
- The local government reserves the right to change the terms and conditions at any time or withdraw the permit if the local government is made aware of any concerns by the community or other means in regards to the conduct or holding of the activity
- Any noise created by the event (i.e. use of amplifier equipment; music) must not cause any impact or nuisance to neighbouring facilities, properties or other uses of the location/facility
- All tents, marquees, structures and rides (such as jumping castles) are to be secured at all times with sandbags
- Dragging of tyres and heavy weights within area is not permitted at any time
- Advertising signage is not permitted (including A-Frame types) and promotional or handout material is not to be distributed within any local government controlled area or road
- Confetti (including petals and rice) are not permitted
- No events are to be held on boardwalks/walkways or any other part of the area that would restrict pedestrian traffic

Please note: Unexploded Ordnance from historical military exercises may be found in Conservation Estates and Reserves. Do not touch suspicious items and report immediately to the police.