

Application for approval under Local Law No. 1 (Administration) 2011

Subordinate Local Law No. 1 (Administration) 2011

Schedule: [18] Prescribed Activity : [Operation of a temporary entertainment event]

Year: [2012/2013]

You MUST complete ALL questions unless the form indicates otherwise. Incomplete forms or forms without all necessary information and documentation will result in your application not being a properly made application.

For all applications, you must:

- complete this form
- complete any other forms relevant to your application
- provide any mandatory supporting information identified on the forms as being required to accompany your application
- submit the fee applicable

TO: Chief Executive Officer, Cairns Regional Council

I/We wish to apply for a permit to operate under the above Local Law and provide the following information:

Class or Description of Event

Open Air Concert – per performance	\$423.00
Circus Site: Non refundable application fee	\$102.00
Circus Site: Licence fee – one to three days duration	\$292.00
Circus Site: Licence fee – four to ten days duration	\$607.40
Public Entertainment Venues (events other than listed above)	\$298.50

N.B Security bond determined in accordance with the event but to a maximum of \$2080.00 (where site is on Council owned land).

Applicant details

Note: the applicant is the person responsible for making the application and need not be the owner of the land. The applicant is responsible for ensuring the information provided on all Cairns Regional Council application forms is correct. Any approval that may be issued as a consequence of this application will be issued to the applicant.

Name / s (individual or company name in full)

Date of birth

For companies, contact name

ABN

Postal address

Contact phone number

Mobile number (non-mandatory)

Fax number (non-mandatory)

e-mail address (non-mandatory)

Event Details

Name of Event:		
Address of Event:		
Locality/Suburb:	State:	Postcode:
Name of Land Owner**		
Owner's Address:		
Date of Event:	FROM: / /	
	TO: / / .	
Time of Event	FROM: / /	
	TO:...../...../.....	

**** If land owner is Cairns Regional Council, please contact Sport, Recreation and Community Development Branch on 4044 3044**

Give a detailed statement of the nature of the entertainment to be provided at the event and when the event is to be open to the public. (Provide as much information as possible to assist your application or attach a proposal).

Number of staff on site during the event:			
What is the estimated number of customers that will visit the event per performance?			
Number of toilets provided:	FEMALE	Number of hand wash basins	
	MALE	Number of hand wash basins	Number of urinals (metres)
Is access provided for emergency vehicles? (If yes, detail on map)	Yes		
	No		
Number of bins provided			
Name of the contractor collecting waste			
Who is responsible for the site clean up?			
List all fire safety precautions (ie fire exits, evacuation plan, smoke alarms, fire hoses, fire extinguishers, etc)			
Will a building and fire safety inspection be conducted?	Yes		
	No		
Name of security provider			
Number of security guards (if applicable)			

Will food be sold at the event (if yes give details) ** NOTE: Any person intending to sell food at this event must contact Council to discuss food hygiene requirements at least 7 days prior to the event.	Yes (provide further details – Registered kitchen / vehicle / food stalls / types of food, food business licence numbers etc))
	No
Will alcohol be served? If yes, provide a copy of liquor licence)	Yes
	No
Will there be fireworks display? (If yes, provide a copy of notification)	Yes
	No
Do you have public liability insurance for the event? (If yes, provide a copy of the policy)	Yes
	No

Complete this section only if the Public Entertainment Venue to be established or operated is a Circus:

Are you a member of the Circus Federation of Australia (If yes, provide a copy)	Yes
	No
Does your Circus involve performances by animals?	Yes
	No
Provide details of the number and types of animals to be used and/or housed on the premises.	
Please provide a site plan of the proposed layout of the event including details buildings and other structures. Other details should include direction of speakers/PA system, location of food stalls, bars, toilets, fencing, entry/exits,	

Term of approval: The term of approval is the period stated on the approval.

Term of renewal of approval: The term of any renewal is the same term as the original approval subject to compliance with all conditions stated on the approval.

I declare that the information provided by me in this application is true and correct.	Yes	No
I consent to the making of enquiries and exchange of information with the authorities of any State Territory, Commonwealth or foreign country in regards to any matters relevant to this application	Yes	No

Cairns Regional Council – Information Privacy Statement

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under Local Law No. 1 (Administration) 2011 and Subordinate Local Law No.1 (Administration) 2011 [Schedule 17 Operation of a Shared Accommodation Facility]. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.

OFFICE USE		Health Number:		
Does the application fit the criterion for granting of approval?	YES		NO	
<i>Item 4 (a) The following criteria are criteria that must be considered for the granting of the approval – (a) whether in the opinion of an authorised person –(a) the operation of the temporary entertainment venue does not unreasonably detract from the established amenity in the vicinity of the temporary entertainment venue; and (b) the premises are suitable and convenient for use as a temporary entertainment venue taking into account the type of activity proposed, the numbers of persons expected or likely to attend the premises, the location and appearance of the premises and the means of entry and exit for persons and, where applicable, vehicles; and (c) the premises comply with the environmental, health and safety standards; and (d) the use of temporary entertainment venue complies with the local government's planning scheme.</i>				
PAYMENT DETAILS :	Receipt Type T163	Payment Amount \$		Receipt Number