

Operation of a temporary entertainment event application



Postal Address

PO Box 159
Caboolture QLD 4510

Health and Environment

Ph: 07 3205 0555
Fax: 07 3205 0599

Internet

www.moretonbay.qld.gov.au
mbrc@moretonbay.qld.gov.au

Fees listed are applicable 1 July 2011 – 30 June 2012

ABN: 92 967 232 136

Applicant details:

Name:

Postal address:

Daytime contact number:

Contact number during the event:

Event information:

Type of event (e.g. rodeo, expo, circus, flea market):

Location of event:

Proposed period of event From: To:

Estimated daily attendance for the event:

Supporting information required to be submitted with this application:

- Application fee of \$136.00
- A detailed statement of the nature of the entertainment to be provided and the duration of the event
- Evidence of the ability of the applicant to provide the necessary bank guarantee for the particular event
- Evidence of a current public liability insurance policy to the value of \$20,000,000 together with the attached indemnity in council's favour executed by the applicant
- A site plan to scale of (1:100) showing: details and drawings of buildings and or other structural elements of the entertainment event; location, type and numbers of all ablution facilities for both male and female patrons on the site; type of lighting (including floodlights) on the site; parking areas; access to the site; the proposed location and description of any signs associated with the event; location and description of any safety equipment (if applicable); buffer zones, landscaping and screening of the site (if applicable); and the direction and approximate distance from the site to areas likely to be affected by the operation of the temporary entertainment event, including: residences; schools; kindergartens and child care centres; hospitals; nursing homes and conservation areas
- A risk management plan assessed and verified by a suitably qualified person including: traffic management; waste management; emergency first aid; emergency evacuation; setting up and dismantling plan; dust suppression ; security, post event rehabilitation; and noise management, as determined and considered necessary by an authorised person
- The name of the company providing the service, if fireworks are to be used during the event
- A copy of the liquor licence application if alcohol is to be available at the event
- Names and contact details of food vendors if food is to be provided on site
- Details of the equipment to be used if any amplified sound system is to be used at the event is to be included in the noise management plan
- If any animals are to be used at the event, the manner and places where the animals are proposed to be tethered, caged or kept and details of the use to which the animal/s will be put, and the manner and frequency of collection, storage and removal of faeces, first aid or medical facilities and services to be provided

Customer summary:

I acknowledge the information provided in this application is, to my knowledge not false or misleading.

Signature: Date:

Office use only

CSO: _____ Licence number (LC TEMEE): _____

Receipt number: _____ Amount: _____ Date: _____

Privacy statement

Moreton Bay Regional Council is collecting your personal information for the purpose of assessing your application for the operation of temporary entertainment event. The collection of this information is authorised under the Local Government Act 2009. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

Indemnity – for approvals granted under a Moreton Bay Regional Council Local Law:

This form must be completed and submitted with your application.

In consideration of Moreton Bay Regional Council ("council"), giving approval for:

(Name of activity to which the approval relates) ("the Activity")

At;

(Address/area where the activity is to be undertaken)

I/We;

(Applicant)

1. Agree to indemnify council and keep it indemnified against any claim, demand, action, suit or proceeding that may be made or brought against council, its employees, contractors and elected members for personal injury to or death of any person or loss of or damage to any property caused by, arising out of or as a consequence of the Activity;

2. Acknowledge that council has not made any claim, statement or inference with regard to the suitability of the facility or land for the Activity and I/we have satisfied my/ourselves in this regard.

Name of applicant:

Signature: Date:

Name of applicant:

Signature: Date:

Privacy statement

Moreton Bay Regional Council is collecting the personal information contained within this indemnity for the purpose of indemnifying council for approvals granted under a Moreton Bay Regional Council Local Law. The collection of this information is authorised under the Local Government Act 2009. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

All approvals will be subject to the following conditions:

- The operator must provide the required levels of amenities, facilities and services as determined by the local government.
- The operator must take all measures specified by the local government, to ensure that specified limits of emissions are not exceeded.
- Clear access, to a minimum width of 3.5 metres, must be maintained at all times for emergency service vehicles, to the site and any off street parking area.
- Clear access must be maintained at all times with a 6 metre clearance from each fire hydrant on the site.
- Any event conducted in an indoor venue must comply with the fire evacuation procedure for that venue, maintain clear access to all exits and ensure safe exit routes to a place of safety that is external to the building.
- The operator must provide evidence of a current public indemnity insurance policy to a minimum value of \$20 million, or an amount commensurate to the event. If the event is to be conducted on public land, the local government must be indemnified of any liability.
- If alcohol is to be provided at the event, proof of the application for the liquor licence is to be supplied to the local government
- All waste generated at the temporary entertainment event must be disposed of on a daily basis as well as on the day following the conclusion of the event, by a registered contractor in accordance with the Waste Management Plan, or as otherwise directed by an authorised person.
- All onsite food sales must be conducted in accordance with the provisions of the *Food Act 2006*.
- Toilet and ablution facilities must be provided, at the numbers and locations considered necessary by an authorised person.
- Toilet and ablution facilities must be cleaned on a minimum daily basis, or more frequently, as directed by an authorised person.
- The site, including the grounds, all public rooms, amenities and facilities must be maintained in a clean and hygienic condition at all times, and all fixtures, fittings, appliances and other equipment provided for the temporary entertainment event maintained in a good and sound condition.
- Any swimming pool on site must be monitored at all times, be manned by qualified life savers, and operated in accordance with the provisions of *Moreton Bay Regional Council Local Law No 1 (Administration) 2010 – Schedule 16 (Operation of Public Swimming Pools)*.
- Any playground equipment must be installed, sited, constructed and maintained in accordance with all the relevant standards.
- Any signs in relation to the venue must be installed in accordance with *Moreton Bay Regional Council Local Law No. 1 (Administration) 2010 – Schedule 9 Installation of advertising devices*.