

Email: mail@noosa.qld.gov.au
Phone No: (07) 5329 6500
Permit No: TE21/0101

9 November 2021

Mr Chris Horan
Noosa Outrigger Canoe Club Inc
PO Box 137 LPO
Gibson Rd
NOOSAVILLE QLD 4566

Dear Chris

TEMPORARY EVENT APPROVAL

Name of Event: Noosa Outriggers River Race
Location: Chaplin Park & Noosa River
Date/Time: Saturday 27 November 2021 - 5.00am - 5.00pm

Further to your application submitted to Council seeking approval to conduct the above event, council has approved your event, subject to compliance with the conditions on the attached Temporary Event Permit. Please read these conditions carefully as it is the organiser's responsibility to ensure all conditions are adhered to. Any breaches of permit conditions may result in the suspension or cancellation of your permit in accordance with the Local Law without notice.

Attached is the Event Approval Confirmation form to be signed and returned to mail@noosa.qld.gov.au by Tuesday 23 November 2021, as approval to conduct the event will be null and void if the organiser, or authorised representative, fails or refuses to sign and forward the Confirmation to council prior to running of the event.

Council would like to draw your attention in particular to the following conditions:

8. Star Pickets

The use of star pickets or any other ground piercing device is prohibited on council's parkland at all times due to the presence of underground power, water supply and irrigation services. Only witches' hats may be used to delineate boundaries and sand/water weights to be used for marquees/tents.

9. Site set-up requirements

The organiser is required to contact council's Parks Supervisor Norm Pulham on mobile 0418 746 650 or the Parks Department on 5329 6500, between 7.30am – 3.30pm Monday – Friday to arrange an on-site meeting prior to the event, to discuss suitable locations for erecting a marquee/tent and if required, vehicle access on council parkland.

Confirmation of completed site inspection at the event location between event organiser and Parks Supervisor must be received by the Property team prior to key for gate access being collected from Council offices.

25. Vehicle Access to Parks - Permitted

Vehicles, including trailers, are permitted to enter the park for setting up and dismantling purposes, or to service or fuel generators only. Self-contained food vendor vans and other necessary delivery vehicles are permitted.

Vehicles must only enter the park at designated access gates close to the river. Vehicles are not to access the park at all over the formed footpaths.

Subject to approval from Council's Parks Supervisor vehicles and trailers are permitted access for parking purposes at Chaplin Park on both sides of Mill Street. Approval is subject to weather conditions, as during significant wet weather this park can become waterlogged. In this event cars and trailers must be parked at Tewanin Boat Ramp car park and canoes paddled to Chaplin Park.

The organiser must provide directional signage of an appropriate size and be coloured yellow background with black writing. The vehicle entrance to the park must be controlled by an accredited traffic controller or a police officer as required by the Traffic Infrastructure (Roads) Act

26. Notification of Community

The organiser must notify residents and businesses within the immediate vicinity of the event by way of letter-box drop, detailing the event operating hours, any road closures and event activities at least one week prior to the event but not more than two weeks prior to the event.

The Temporary Event Approval is subject to the following documentation being received by council by Tuesday 23 November 2021:

- Signed Event confirmation form
- Aquatic permit

A gate access key is available for collection from Council's Customer Service Tewanin office between 8.30am - 4.30pm Friday 26 November 2021. The key must be returned to the Tewanin office on Monday 29 November 2021.

The area approved for the event is public open space. It is expected that you will work in with other groups or individuals utilising the area and/or facilities during the event.

Under Section 173B of the Liquor Act it is an offence to consume liquor in a public place. A licensed event requires the approval from the Office of Liquor and Gaming Regulation. Website address: www.olgr.qld.gov.au or phone 13 13 04.

We recommend that if you think illegal parking may be an issue at the event, Traffic Marshals should be in place to ensure such infringements do not occur.

Please do not hesitate to contact me on the above number should you have any queries regarding the above.

Council wishes you well in the running of your event.

Yours faithfully



Julie Duncan
Property Officer

TEMPORARY EVENT PERMIT TE21/0101

Local Law No. 1 (Administration) 2015

Land Act 1994 (Section 60)

APPROVAL FOR:**Noosa Outriggers River Race****LOCATION: Chaplin Park & Noosa River****TO BE HELD ON: Saturday 27 November 2021 - 5.00am - 5.00pm****(Set-up from 26/11 2.00pm - clean-up until 6.00pm 27/11)****ORGANISER: Noosa Outrigger Canoe Club Inc**

Note: The “organiser” is the organisation or person who is the applicant for the temporary event permit. The permit to conduct the event is issued to the organiser.

Approval to conduct the above event is subject to the organiser complying with the below conditions of approval and any other approvals and/or permits to meet the requirements of any local and/or state laws.

The organiser must comply with any and all mandatory conditions appearing in council's local laws or subordinate local laws relevant to the permit area and permitted use under this permit.

Council may amend, suspend or cancel this Permit at any time or where the Permit Holder has failed to comply with Section 17 of Local Law 1(Administration) 2015, including failure to comply with any condition of this approval.

This permit does not create any permanent right of tenure and may not be assigned and is not an exclusive permit. The organiser acknowledges the council's absolute right to conduct or allow other activities adjacent to the permit area despite the possible temporary disruption to the organiser's activities.

Pursuant to the Land Act 1994, twenty-eight (28) days of notice of intention to cancel this permit must be given by council or the Minister.

Pursuant to the Land Act 1994, this permit does not give or imply any right of renewal.

The organiser must not trespass into the area set aside for any other council approved operations or activities and must be used so that the community purpose can be continued without undue interruption or disruption.

1. COVID-19 Restrictions

The COVID-19 pandemic continues and Queensland Health, as the lead agency, is updating its advice and event requirements as necessary.

The event organiser must comply with all relevant requirements outlined in the Queensland Health Directions on Activities/Events. Helpful links below:

<https://www.covid19.qld.gov.au>

<https://www.covid19.qld.gov.au/government-actions/covid-safe-events>

<https://www.health.qld.gov.au/system-governance/legislation/cho-public-health-directions-under-expanded-public-health-act-powers/business-activity-undertaking-direction>

All applications for event permits must be completed in full.

In addition the event organiser must adhere to the following Council requirements:

- **Manage any risks associated with Covid-19**

2. Public Liability Insurance

A Certificate of Currency for \$20 million dollars (\$20,000,000) public liability insurance cover noting Noosa Council as an interested party and current for the duration of the event is required. A copy is to be sent to council prior to the event.

The organiser, conducting the event, indemnifies council against any liability arising from damage, injury, death or any loss whatsoever, to any person or thing as a consequence of the event.

3. Contractors' Insurance

The organiser must ensure that any approved contractors involved in the event are covered for \$20 million dollars (\$20,000,000) public liability insurance and have any required certificates or permits. **The organiser must ensure that any approved contractors which are covered by a specific Industry Covid Safe Plan must comply with conditions of that Plan and Checklist and have their respective Statement of Compliance on display at the event.**

4. Work Health and Safety Act 2011

In accordance with the Work Health and Safety Act 2011, the Event Organiser must ensure, so far as is reasonably practicable, the health and safety of all workers including contractors, volunteers, work experience students, trainees, clients and visitors to council who are engaged, caused to be engaged or influenced or directed by the event organiser.

The Event Workers must:

- take reasonable care for his or her own health and safety; and
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons; and
- comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with this Act; and
- co-operate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.

The organiser must undertake and record a pre-start check before commencement of the event to ensure compliance with Work Health and Safety Act and Regulations. Such records must be made available for inspection on site for the duration of the event if requested by a council officer.

5. Electrical Equipment

The organiser must comply with the Work Health and Safety Act and Regulations.

Part 17 of the Regulations applies to electrical equipment and this includes, but is not restricted to:

- All electrical equipment will be tested and tagged in accordance with AS3760 – this includes extension leads.
- Extension leads will be tagged with the owner's name.
- Portable electrical equipment is double insulated or earth-leakage protected.

- All flexible and extension leads must be supported at least 2 metres above ground. If this is not practicable in small specific areas subject to foot traffic, extension and flexible leads are to be laid out so as to ensure they do not pose a trip hazard or an obstruction that denies safe access to the area. As such, leads on the ground are to be kept clear of moisture wherever possible and are to be covered with adhesive duct tape or ground mats to remove potential trip hazards.
- No piggy back plugs or double adaptors are permitted. Power boards are to be used where there is more than one electrical device in use.
- It is recommended that Portable Residual Current Devices (RCD's) i.e. Portable Safety Switches be connected into the main power supply as a safety precaution in addition to the RCD installed at the main power outlet.

6. Generators

If a generator is to be used, the organiser must:

- Locate the generator in an area not accessible by the public.
- Locate the generator in an area that will cause the absolute minimum of noise disturbance to neighbouring properties.
- Ensure safe storage of fuel and refueling practices.

7. Temporary Structures

The construction of any temporary structure (e.g. observation towers, grandstands, stages, temporary buildings) requires a Development Permit for Building work as a temporary structure.

The erection of temporary tent type structures under 100m² is permitted provided they are weighted with sandbags (or the like).

The erection of any temporary tent type structure exceeding 100m² & less than 500m² must comply with the requirements of the Building Act 1975, including the Queensland Development Code (QDC) MP3.2 "Tents".

The erection of any temporary tent type structure exceeding 500m² requires a Development Permit for Building work as a temporary structure. Building work must comply with the Building Act 1975, including compliance with the requirements of (QDC) MP3.2 "Tents" and will also require referral to QF&RS as part of the building approval process.

The organiser must ensure that all conditions applied by council's building certifier or the private certifier to the development approval for the erection of the temporary structure/s are adhered to.

The organiser must provide to council a copy of the approval granted by the relevant certifier, together with a copy of the Form 21 Final Inspection Certificate or Certificate of Occupancy, within 5 business days upon issue of the completion documentation and before the structure is used for the event.

The organiser must ensure that the structure is not left unattended at any time without barricading, signage and security staff (at the organiser's cost) to prevent unauthorised public access.

Temporary structures must be removed by clean up date.

8. Star Pickets

The use of star pickets or any other ground piercing device is prohibited on council's parkland at all times due to the presence of underground power, water supply and irrigation services. Only witches' hats may be used to delineate boundaries and sand/water weights to be used for marquees/tents.

9. Site set-up requirements

The organiser is required to contact council's Parks Supervisor Norm Pulham on mobile 0418 746 650 or the Parks Department on 5329 6500, between 7.30am – 3.30pm Monday – Friday to arrange an on-site meeting prior to the event, to discuss suitable locations for erecting a marquee/tent and if required, vehicle access on council parkland.

Confirmation of completed site inspection at the event location between event organiser and Parks Supervisor must be received by the Property team prior to key for gate access being collected from Council offices.

10. Signage and Banners

Erection of signage and banners at the event site is permitted on the event day only, without written prior approval from council.

Any signage or banners in use must adhere to the following:

- Signage/banners must not exceed 6m x 1m
- No ground piercing devices are to be used in Council parks.
- Signage must not be tied, drilled, screwed or nailed into trees, signs, posts or any other council property.
- Signage must be secured in a manner to ensure it does not become hazardous during windy weather conditions.
- Signage must not create a visual distraction to passing traffic.
- Signage must allow for unrestricted movement by cyclists and pedestrians.
- Signage must be removed immediately after the event.

11. Precedence for Other Time

This approval shall not be regarded as a precedent for the use of any other council community land at any other time.

12. Authorised Access

The organiser must permit entry to the event location and render assistance where requested to any Authorised Officer or Contractor of Council in the performance of their authorised duties.

13. Permit May be Revoked

This permit may be revoked upon failure of the organiser to comply with any of the conditions.

14. Good Conduct

The organiser is responsible for the good conduct and management of the area whilst in use for the approved event. If applicable to your event, you are to ensure that there are sufficient numbers of Police officers as may be required by the local Officer in Charge of Police.

15. Adhere to Location and Times

The organiser must strictly adhere to the approved location and times (including setup and clean up times) as indicated on the permit.

16. Rights of Public to Use Area

The rights of the public to use barbeques, shelters, toilet blocks, park area and foreshore must be maintained at all times.

17. Existing Amenities

The organiser is required to ensure that the existing public toilets in the vicinity of the event are kept in a clean and tidy condition at all times during and at the completion of the event. **The organiser must also ensure an adequate supply of toilet paper is maintained in the toilet facilities, at the organiser's expense.**

The second amenity block at the Noosaville Lions Park car park area will be available for use during this event, with an early morning clean being undertaken by Council. This additional amenity block must also be kept in a clean and tidy condition at all times during and at the completion of the event, with an adequate supply of toilet paper maintained throughout the event.

18. Rubbish Disposal and Litter Management

The site, including car parks, paved areas and garden beds, is to be kept clear of all litter throughout the event. Removal of all rubbish (including cigarette butts and bottle tops) is to be undertaken as soon as practicable after the completion of the event.

The organiser is to remove all broken glass (if any) from the site immediately during the event, and ensure that no broken glass remains on completion of the event.

19. Additional Waste Bins

The organiser shall provide 3 general waste bins, and 3 recyclable waste at the organiser's own expense. General waste bins and recycle bins are to be placed in pairs (one of each and side by side) throughout the event to reduce waste and encourage positive recycling practices. Bins can be obtained by contacting one of the Waste Service Operators front the Yellow Pages directory.

Whilst undertaking the sweep of the area after completion of the event, the waste and litter collection is not to be disposed of in any existing council street and park bins but placed in the additional bins provided for the event.

20. Provision of Food

The provision of food is to comply with the requirements of the Food Act 2006, Food Regulation 2006 and the relevant Food Standards Code.

The organiser must:

- Act as the principal point of contact for Council in relation to any matters under the *Food Act 2006* regarding the operation of any temporary or mobile food businesses within the Permit Area.
- Comply with any reasonable request by Council's Environmental Health Officer in relation to the operation of any food business operating at the Noosa Outriggers River Race.
- Only permit licenced food businesses under the Queensland *Food Act 2006* in Noosa Shire to sell or prepare food at the Noosa Outriggers River Race unless otherwise exempted under Section 48 of the Act. See Fact Sheet or refer to <http://www.lgtoolbox.qld.gov.au/NoosaC/EH/FoodBusinessTemporary/Pages/ToolsandResources.aspx> for exemptions including licenced **Mobile Food business** (Qld only), licenced annual **Temporary Food Business** (Noosa Shire only) and some **Not-For-Profit charities**.
- Ensure that all **licensable** food businesses hold a current food licence. Any business operating in breach of this matter may be issued a penalty infringement notice in the amount of 5 Penalty Units.

- Solicit applications on behalf of Council and provide the “*Temporary Food Stall Licence Application Kit*” available at <https://www.lgtoolbox.qld.gov.au/system/files/2018-09/Temporary%20Food%20Stall%20Licence%20Application%20KIT%202018-19.pdf> to any unlicensed temporary food stall vendors.
- Ensure that all sections in the *Temporary Food Stall Licence Application* is fully completed by each applicant and additional information such as copies of certificates/licences etc are provided to Council at the time of lodgement.
- Ensure that temporary food stalls are set up with a clean impervious floor (free from joints, cracks and crevices) and a three (3) sided enclosure with a weatherproof roof/ceiling where stalls are supplied in-situ.
- Deliver completed licence applications including the completed “**List of Food Vendors**” on **Page 8** of the “**Temporary Event Application Form**” to council’s Environmental Health section at least **than 30 days prior to the event** as applications may be refused if received later. Details must be provided by email to mail@noosa.qld.gov.au **attention Environmental Health** and include the following:
 - Name of event, location and Permit Number TE# etc
 - Name of Event Organiser/Permit Holder including phone number, address, email and web address etc
 - Food Business Name
 - Food Business Licence No.
 - Name of council that issued Food Licence
 - Food Licence Expiry date
 - Type of food sold/handled
 - Food business contact name, phone number, address, email and web address etc
 - Copy of Mobile Food business licence from relevant local government in Queensland
 - Copy of Food Business licence and number
 - Copy of Food Safety Supervisor (FSS) competencies
- Email an updated List of Food Vendors to council’s Environmental Health Section where there is any change to the list at least 30 days prior to the event, or as requested to mail@noosa.qld.gov.au attention Environmental Health.
- Provide an adequate supply of potable drinking water to all food businesses including mobiles etc.
- Provide a supply of electricity where required to all food businesses and mobiles etc.
- Locate food stalls at least 10 metres away from potential contamination sources such as toilet facilities, animals, bulk refuse storage areas and waste water disposal points. Contact Council’s Environmental Health Officer for further information.

- Provide an adequate supply of waste containers with pest proof lids and maintain regular cleansing. Contact Council's Waste Collection Officer for further information.
- Provide adequate disposal for any liquid waste from any food business. Liquid waste must not remain in-situ or pool on the ground surface and must be drained/disposed to sewer or other approved drainage system. Liquid wastes must not be deposited into any roadside drain, stormwater system or waters in accordance with the *Environmental Protection Act 1994*. Contact Council's Environmental Health Officer if more information is required.

21. Single-use Plastics

The use of single-use plastics is prohibited. The organiser must provide reusable, recyclable and compostable alternatives.

22. Environmental Management

The organiser must take all reasonable and practical measures to minimise releases and the likelihood of releases of contaminants to the environment.

The organiser must ensure the event is carried out by such practicable means necessary to prevent and/or minimise the release or likelihood of release of contaminated runoff from the event area to any stormwater drain or waters or the bed or banks of any such waters. "Contaminated runoff" for the purposes of this condition means stormwater and/or stormwater runoff that contains material that may cause environmental harm. Contaminants that may cause environmental harm must not be directly or indirectly released from the event area to any waters or the bed and banks of any waters.

The organiser must ensure that any waste liquids generated are not disposed of into the street kerbside or other stormwater drainage infrastructure. Appropriate waste liquid disposal must be utilised dependent upon the nature of the waste liquid.

Liquid spillages are to be cleaned up immediately and otherwise prevented from contaminating waterways or watercourses.

23. Clean Up of Spills

Any spills of wastes, contaminants or other materials must be cleaned up as soon as practicable. Spills must not be cleaned up by hosing, sweeping or otherwise releasing such wastes, contaminants or other materials to any stormwater drainage system, roadside gutter or waters. Oil spills must be soaked up with appropriate absorptive material. The used materials and any contaminated soil must then be put in a container for appropriate disposal.

Avoid the use of readily combustible materials for cleaning up spills of flammable liquids. For example, the use of sawdust may result in spontaneous combustion of the stored waste and is a fire hazard.

24. Site Damage

Any damage to Council property caused as a result of the event must be repaired at the organiser's expense, within such reasonable time as directed by Council.

25. Vehicle Access to Parks - Permitted

Vehicles, including trailers, are permitted to enter the park for setting up and dismantling purposes, or to service or fuel generators only. Self-contained food vendor vans and other necessary delivery vehicles are permitted.

Vehicles must only enter the park at designated access gates close to the river. Vehicles are not to access the park at all over the formed footpaths.

Subject to approval from Council's Parks Supervisor vehicles and trailers are permitted access for parking purposes at Chaplin Park on both sides of Mill Street. Approval is subject to weather conditions, as during significant wet weather this park can become waterlogged. In this event cars and trailers must be parked at Tewantin Boat Ramp car park and canoes paddled to Chaplin Park.

The organiser must provide directional signage of an appropriate size and be coloured yellow background with black writing. The vehicle entrance to the park must be controlled by an accredited traffic controller or a police officer as required by the Traffic Infrastructure (Roads) Act

26. Notification of Community

The organiser must notify residents and businesses within the immediate vicinity of the event by way of letter-box drop, detailing the event operating hours, any road closures and event activities at least one week prior to the event but not more than two weeks prior to the event.

27. Disturbance to Neighbours

Disruption or disturbance to the public, and in particular local businesses, resorts and neighbouring residences, must be minimised at all times while the event is being prepared and conducted, so as not to create a nuisance.

28. Car Parking Provisions

The organiser is required to advise patrons and visitors to the event that parking restrictions apply in the vicinity. Parking on nature strips, areas of open space and parkland is not permitted and fines may be issued per vehicle parked illegally. Please also be considerate of residents by not parking across driveways.

Any damage to council property or infrastructure caused as a result of illegal parking during the event will be repaired at the organiser's expense, within such reasonable time as directed by council.

If car parking is being provided on land or property other than in formed car parks, the organiser is required to provide adequate access and parking facilities for the disabled.

29. Amplified Music

No noise nuisance is to be created by amplified music or a public address system. Be aware that this event may be monitored for noise compliance in accordance with the provisions of the Environmental Protection Act 1994, for open air events.

Amplification equipment used at the event is to be set up so as to minimise the noise impact on residential and business premises. The organiser is to ensure that:

- **Noise must be kept to a minimum so as not to disturb nearby accommodation units, residences and other facilities or businesses during the event. Speakers must be directed away from facing such properties.**
- **The operation of the speakers must be confined to the hours between 8.00am – 6.00pm to minimise noise nuisance.**
- Sound level monitoring equipment is used.
- A qualified person is engaged to record the noise levels throughout the duration of the event at least every half hour; measured at the property boundary of the nearest affected residential or business premises to ensure compliance with set noise criteria.
- The qualified person is responsible for ensuring that the organiser is advised if the event's noise level exceeds the requirements outlined in this approval and in compliance with the Environmental Protection Act 1994.
- Records of monitoring must be made available to council and to the Department of Environment and Heritage Protection (DEHP) on demand.

- A record of all complaints must be maintained and made available to council or the DEHP on request.
- The noise level does not exceed set noise criteria of the Environmental Protection Act 1994.

30. Other Noise

The organiser must ensure that excessive noise is not created by any equipment or other noise source. Be aware that this event may be monitored for noise compliance in accordance with the provisions of the Environmental Protection Act 1994 for open air events and/or set noise criteria.

31. Aquatic Activities

A copy of an appropriate emergency and rescue plan must be in place. Any motorised watercraft associated with the event must be fitted with propeller guards.

It is the organiser's responsibility to ensure that appropriate First Aid personnel, with appropriate current qualifications, are on duty at the event location, during the time that the event is being conducted.

Emergency foreshore access points are to be kept clear at all times.

32. First Aid


The organiser is required to have a sufficient number of qualified First Aid Officers on site throughout the duration of the event with consideration given to the nature of the event, activities undertaken during the event, numbers of patrons and any other circumstances that might increase the risk of injury or illness.

33. Wet Weather

In the event of significant wet weather prior to the running of this event, council reserves the right to advise the organiser that the event may need to be cancelled or postponed to a later date or relocated to another site.

Signed

Date: 9 November 2021



Julie Duncan
Property Officer

EVENT APPROVAL CONFIRMATION

TO: Julie Duncan
Property Officer
Noosa Council
PO Box 141
TEWANTIN QLD 4565

Email: mail@noosa.qld.gov.au
Fax: (07) 5329 6501

FROM: **Noosa Outrigger Canoe Club Inc**

I wish to confirm that Noosa Council's letter of approval and conditions to conduct the:

File Number: **TE21/0101**

Name of event: **Noosa Outriggers River Race**

On: **Saturday 27 November 2021 – 5.00am – 6.00pm**

At: **Chaplin Park & Noosa River**

has been received by me and that all conditions as set out in the permit have been or will be adhered to prior to the commencement and for the duration of the said event.

Signed: _____

For/on behalf of (organiser) _____

Date: _____

Note: Failure to acknowledge and forward this confirmation to the above officer prior to the commencement of the said event will result in Noosa Council's withdrawal of approval to conduct the said event.