

Outdoor Events Policy

Council Policy Objective

Council recognises the need to support the contribution that outdoor events make to the City's cultural landscape and economy, whilst minimising the potential impact of temporary events to the community.

This Policy aims to deliver the following objectives:

- Provide for a range of events that meet the community's aspirations;
- Provide controls that minimise adverse impacts of events on the community and environment;
- Manage the health and safety of people attending the event; and
- Manage compliance with relevant legislative requirements and standards.

Council Policy Scope

This Policy applies to all outdoor events held in the City of Rockingham including those on private land.

This Policy does not apply to:

- Private events not open to members of the public, such as private parties, weddings, funerals and the like
- Seasonal use of sports fields by schools and registered sporting clubs for club related activities

Council Policy Statement

This Policy provides a three tiered classification system for outdoor events in the City of Rockingham, based on the impact of the event. The classification of the event will determine the information required to be submitted to the City, to enable the assessment and approval of the event.

Event Purpose

Outdoor event applications are required to demonstrate how the event will provide a welcoming and safe environment that meets one or more of the following outcomes:

- delivers either recreational, social, cultural, education or information opportunities for residents and visitors to participate
- supports and contributes to the well-being of residents and visitors
- supports and includes people from all sections of the community
- supports and respects the unique identity of Rockingham and its culture
- recognises occasions of historical, social or cultural significance
- contributes to the local economy, businesses and tourism

Limitations and Restrictions

The City will not approve events:

- which promote tobacco or gambling;
- with alcohol promotion being the main purpose;
- which are discriminatory in nature;
- which involve endangered animals, or cruelty to animals;

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- which prevents the public space from being used for its dedicated purpose; or
- which threaten ecologically sensitive areas.

The City may cancel or modify events at any stage as a result of, but not limited to:

- Extreme weather
- Identified high risks
- Site safety or conditions

Approval Process

Approval is required for all outdoor events held in the City of Rockingham including those on private land. Assessment of an event application will be based on the following criteria:

- Suitability and purpose of the event activity;
- Suitability and experience of the event organiser;
- Suitability and availability of the event location and duration;
- Impact of the event on location and surrounds.

Event Impact Criteria

To determine the level and number of management and compliance conditions to be applied, events will be categorised as either a low, medium or high impact based on the activity proposed.

Event Impact Category	Impact Criteria	Lodgement Due
Low Impact Event	<ul style="list-style-type: none"> • Held between 7am and 6pm • Less than 100 attendees • No food sales • No amplified noise • No marquees over 3x3m 	Due 10 days prior to the event.
Medium Impact Event	<ul style="list-style-type: none"> • Held between 6am and 9pm • Between 100 and 1,000 attendees • Involves food sales • Low level amplified noise 	Due 30 days prior to the event.
High Impact Event	<ul style="list-style-type: none"> • Finishes after 9pm • More than 1,000 attendees • Involves food sales • Involves amplified noise • Includes fencing • Requires road closures or impacts on the normal use of the roads • Involves fireworks / pyrotechnics 	Due 60 days prior to the event.

The Director of Planning and Development Services has discretion to classify events that do not meet the above criteria.

Applications received after the Application Lodgement time before the event is scheduled, as listed above, may be rejected.



Outdoor Event Guidelines

Outdoor event organisers are required to comply with all legal and City requirements as detailed in the Outdoor Event Guidelines (as attached). The Outdoor Event Guidelines will be updated periodically to reflect any legislative and/or City operational changes affecting the delivery of safe, accessible and sustainable events in Rockingham.

Outdoor Event Approval and Conditions

Approved Outdoor Events will be issued with a Maximum Accommodation Certificate under the *Health (Public Buildings) Regulations 1992*.

Outdoor Events that do not receive all relevant approvals cannot proceed.

It is the responsibility of the Event Organiser to ensure all relevant approvals have been obtained from the City and other approving agencies.

Council Adoption

28 August 2018

Definitions

Outdoor Event – means an organised one-off temporary occurrence within the City of Rockingham on public or private land, where members of the public assemble outside at a given time and location, for a set purpose, either for free or for the payment of a fee.

Legislation

Health (Miscellaneous Provisions) Act 1911

Public Health Act 2016

Health (Public Buildings) Regulations 1992

Activities in Thoroughfares and Public Places and Trading Local Law 2001

Local Government Property Local Law 2001

Other Relevant Policies/ Key Documents

Outdoor Event Guidelines

Responsible Division

Health Services

Review Date

Review every two years

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