

Event Impact Classification Matrix Tool

To understand what sort of impact your event will have on the location, your guests, the general public and stakeholders, you can assess your event by using the event impact tool below. This tool should give you a general idea on what type of impact event you are holding, and how long you'll need to prepare for it. Please refer to the City of Perth Event Planning Guide for further information and resources. It can be found at the City of Perth website.

Event Impact Factor	Social Gathering	Low Impact Event	Medium Impact Event	High Impact Event	Major Event
Notification period	5 business days	10 business days	3 months	6 months	6 - 12 months
Process	Fill out online notification form	Online event application	Online event application	Online event application	Online event application
Maximum number of attendees	50 pax or under	50 - 999 discretionary	1000 plus	5000 plus	10,000 plus
Noise and amplified music	Low noise levels must comply with noise regulations	Low noise levels must comply with noise regulations	May have noise outside of noise regulations (noise management applicable for Reg 18, Reg 16, or Reg 13)	May have noise outside of noise regulations (noise management applicable for Reg 18, Reg 16, or Reg 13)	May have noise outside of noise regulations (noise management applicable for Reg 18, Reg 16, or Reg 13)
Temporary structures	Limited to ground level infrastructure such as a tables or chairs, and shade structures under 20sqm	Low level infrastructure	Medium level infrastructure requiring certification and installation sign-offs	High level infrastructure requiring certification and installation sign-offs	High level infrastructure requiring certification and installation sign-offs
Public building (enclosed spaces/event area or marquees)	No public building	No public building	Public building as part of the event, building approvals and certification required	Public building as part of the event, building approvals and certification required	Public building as part of the event, building approvals and certification required
Fencing	No fencing or closing off areas	Low level fencing permitted	Approved fencing permitted	Approved fencing permitted	Approved fencing permitted
Food vendors	No food vendors permitted	Food sale or supply permitted. Food vendors must comply with licensing	Food sale or supply permitted. Food vendors must comply with licensing	Food sale or supply permitted. Food vendors must comply with licensing	Food sale or supply permitted. Food vendors must comply with licensing
Alcohol sale or supply	Not supported	Discretionary with licensing requirements	Yes with licensing approval	Yes with licensing approval	Yes with licensing approval
Waste Management	Use of area bins or remove rubbish	Can hire City of Perth bins, does not need to supply a detailed Waste Management Plan	Waste Management Plan required	Waste Management Plan required	Waste Management Plan required
Road closures / HVM	No road closures as part of the event	No road closures as part of the event	Low impact on road network, minor closures	High impact to road network, and/or multiple closures	High impact to road network, and/or multiple closures
Impact on residences and businesses	No impact on residents or businesses	Low impact / no public notifications requirements	Medium impact requiring some notifications	High impact with early notification required	High impact with communication plan required
Utility needs	No City power can be used	Low-level City power can be used, or small generator use	City power can be used, or generator use	City power can be used, or generator use	City power can be used, or generator use
Vehicles access during event	No vehicle access to site or use during the activity	Vehicle access for bump-in/out only	Managed vehicle access during the event	Managed vehicle access during the event	Managed vehicle access during the event
Type of the event	Private only, non commercial, must be limited to a gathering of associated, known or related people	Private or public event	Private or public event	Private or public event	Private or public event
Duration of the event	1 calendar day event max	Discretionary	Discretionary	Discretionary	Discretionary
Location Ownership	COP Public sites	Private or City managed land. Seek private land owners permission/approvals first	Private or City managed land. Seek private land owners permission/approvals first	Private or City managed land. Seek private land owners permission/approvals first	Private or City managed land. Seek private land owners permission/approvals first
Physical size of event	Non exclusive site use	Exclusive use of allocated event area	Exclusive use of allocated event area	Exclusive use of allocated event area	Exclusive use of allocated event area
On approval (City managed land)	Email acknowledgement with Local Law information sheet	Event approval permit with terms of conditions	Event approval permit with terms of conditions	Event approval permit with terms of conditions, may require a Deed of Agreement	Event approval permit with Deed of Agreement
Examples of applicable events/activations	Family Picnic, yoga, staff gathering, lunchtime sport, not for profit gathering, birthday parties or celebrations	Promotional marketing activations e.g. giveaways or surveys, activation in the Malls, corporate sport/fun day, community group exercise, sundowners, small rally, small corporate functions, Christmas parties	Outdoor movies, community concerts, corporate functions, School holiday activations (multi-day), university functions and open days, small food and retail markets, one day community fairs	Large food fairs or concerts, multi-day community events, multi-day/site arts festivals, parades/sporting events on roads (under 10,000), large rally/march	Large multi-day music festivals, Culturally or socially significant events with mass attendance, parades/sporting events on roads (over 10,000)