



Events and Activations



Shire of Northam
Heritage, Commerce and Lifestyle

Event Impact Assessment

Event Impact Category	Impact Criteria	Lodgement Due	Approval Documents (If Required)
Business Activation (Very Low Impact)	<ul style="list-style-type: none"> Up to 50 attendees Noise levels must not negatively affect neighbouring properties. No mechanical or amusement-style rides Must not disrupt normal road use or traffic No marquees larger than 9m², and no stages or spectator stands more than 1m above ground level Alcohol sales are not permitted Complimentary alcohol service that is compliant with the Liquor Control Act 1988 is permitted 	<p>10 BUSINESS DAYS*</p> <p>*When applicable: trader and food business permits must be lodged by vendors at least 10 business days before trading.</p>	<ul style="list-style-type: none"> An event application is not required. For Business Activations, complete Business Activation Notification Trader's permit and/or food business application (by food vendors)
Low Impact	<ul style="list-style-type: none"> 50-199 attendees at any one time Noise levels must not negatively affect neighbouring properties. No mechanical or amusement-style rides Must not disrupt normal road use or traffic No alcohol consumption or service No marquees over 18m²; and May involve less than 5 stalls and/or food vendors 	<p>21 BUSINESS DAYS</p> <p>Application required 21 business days prior to the Event</p>	<ul style="list-style-type: none"> A Notice of Intended Event form is needed Refer to our website for more details Advice of installation of temporary structure (>10m²) Trader's permit and/or food business application (by food vendors)
Medium Impact	<ul style="list-style-type: none"> 200-999 attendees at any one time; and May involve: <ul style="list-style-type: none"> amplified noise amusement-style rides road closure or impacts on the normal use of the roads alcohol consumption or service; and/or multiple food and other trading activities 	<p>45 BUSINESS DAYS</p> <p>Application required 45 business days prior to the Event</p>	<ul style="list-style-type: none"> A Notice of Intended Event form is needed Refer to our website for more details Trader's permit and/or food business application (by food vendors) Structural Engineers certificate and design specification (>55m²) Advice of installation of temporary structure (>10m²) Traffic management plan (on-road or off-road events) Building approval for temporary structures and stages Noise exemption application
High Impact	<ul style="list-style-type: none"> 1,000+ attendees at any onetime, and May involve <ul style="list-style-type: none"> amplified noise food and alcohol sales road closures or impacts on the normal use of the roads and/or fireworks / pyrotechnics 	<p>60 BUSINESS DAYS</p> <p>Application required 60 business days prior to the Event</p>	<ul style="list-style-type: none"> A Notice of Intended Event form is needed Refer to our website for more details Trader's permit and/or food business application (by food vendors) Structural Engineers certificate and design specification (>55m²) Advice of installation of temporary structure (>10m²) Traffic management plan (on-road or off-road events) Building approval for temporary structures and stages Noise exemption application Medical plan Crowd control plan Fireworks Event Notice

Note: The Shire of Northam has discretion to classify events that do not meet the above criteria.

Get in Touch

To book an appointment, or to ask any questions, with the Engagement and Communications Team please contact us on:

Shire of Northam

 Create 298 (298 Fitzgerald Street, Northam)

 records@northam.wa.gov.au

 northam.wa.gov.au

 (08) 9622 6100

 @shireofnortham



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