



mainroads
WESTERN AUSTRALIA

Matagarup Bridge - Events Policy Guidelines

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Revision Number	Revision Date	Description of Key Changes
1	April 2022	Section 1.4 - The Manager of Property Management to have the discretion to waive fees and charges and/or bond for low impact charitable events. Section 4.2.1 - Not giving approval to allow a competitor to Optus to conduct a promotional activity (including signage) at or on Matagarup Bridge.

1.0 INTRODUCTION

1.1 Background

The Matagarup Bridge connects East Perth with the Optus Stadium Park and the Burswood Peninsula. It was named Matagarup Bridge in recognition of the cultural significance of the immediate Swan River area to the local Whadjuk Noongar community.

An objective of the State Government is to activate what would otherwise be a pedestrian and cyclist thoroughfare and passive tourist attraction by introducing a range of activities on the Matagarup Bridge that will be available to the public and tourists to Western Australia. In addition to the major activities that include a bridge climb and zipline, Main Roads allows a range of events and other commercial activities to occur on the Matagarup Bridge to attract a greater number of tourists and visitors to the Optus Stadium Precinct and East Perth area and enhance the overall experience in the area.

Main Roads recognises that the contribution events on the Matagarup Bridge make to the culture, tourism and economy of Perth needs to be considered against the potential impact they may have on the surrounding locality and the primary purpose of the bridge, which is to provide safe and convenient movement of people from the Stadium Park to East Perth. Accordingly, Main Roads has developed a Matagarup Bridge – Events Policy (the Policy). It is recommended that these Guidelines are read in conjunction with the Policy, available at Main Roads' website: [matagarup-bridge-event-policy.pdf \(mainroads.wa.gov.au\)](https://www.mainroads.wa.gov.au/matagarup-bridge-event-policy.pdf)

The Matagarup Bridge Events Policy Guidelines (the Guidelines) facilitate the implementation and management of the Policy and to assist persons and entities that are considering using the Matagarup Bridge as an event location in deciding whether or not their event will be considered and how to apply for approval to use the Matagarup Bridge.

1.2 Events Policy

The Policy applies to all events and commercial activities on the Matagarup Bridge and includes but is not necessarily limited to:

- events hosted on the Matagarup Bridge,
- events hosted at other locations but include the Matagarup Bridge as a significant component of the event,
- running a feature lighting program on the Matagarup Bridge,
- a community event,
- an event for a registered charitable organisation,
- a commercial activity including temporary pop up food and beverage outlets or similar; or
- a ticketed or similar event that generates revenue for a party other than a charitable or State Government organisation.

1.3 Events NOT LIKELY to be considered for approval

Events proposed for Matagarup Bridge that are not likely to be considered for approval include:

- private functions e.g. weddings, parties and birthdays,
- events that may, in the opinion of Main Roads, unacceptably significantly affect the primary purpose of the bridge to provide safe pedestrian and cyclist access and movement,
- events that may, in the opinion of Main Roads, unacceptably impact on ingress and egress for major Optus Stadium events; or
- events that, in the opinion of Main Roads, are contrary to government policies, initiatives, and community standards.

1.4 Fees and charges

Fees charged by Main Roads under the Policy are to fund the resources required to implement and manage the Policy, bridge maintenance and for other Main Roads purposes. Please refer to the Schedule of Fees and Charges for current fees, charges, bonds, etc relevant to submitting an application for an event, implementing an approved event and feature lighting applications.

Main Roads has the discretion to waive part or all the fees and charges and/or bond for charitable organisations, (see Appendix 4 for definition of Charitable Organisations).

1.5 Considerations for use of Matagarup Bridge

When applying to use the Matagarup Bridge for an event, consider the following factors.

- Protect the bridge deck surface at all times from spills, loads and the placement and movement of structures and equipment.
- ‘Dry steering’ of vehicles is not permitted on the bridge. To minimise damage to the bridge surface, perform all turns while moving.
- Securing items to the bridge deck, railing or structure is not permitted.
- Unless booked through the Matagarup Bridge Activities Operator, bridge climb or zipline activities are not permitted.
- Engineering specifications and limitations as stated at Appendix 5.
- Access to the bridge from the Optus Stadium Park is restricted through removable bollards, managed by VenuesLive.
- Access to the bridge from Nelson Avenue is restricted through removable bollards, managed by the City of Perth and Main Roads.

1.6 Initial enquiry and preliminary review

An Initial Enquiry Form is available so that persons and entities considering using the Matagarup Bridge as an event location can provide preliminary information to Main Roads, prior to submitting a formal application.

On receipt of an enquiry, Main Roads will conduct a preliminary review based on the following.

- Availability of the bridge.
- Potential risk to the bridge asset.
- Policy adherence.

Following a preliminary review, Main Roads will advise the applicant whether the enquiry can proceed to a formal application. Main Roads will provide the reason/s if it is determined that the enquiry cannot proceed to a formal application. Advice that a formal application can proceed does not indicate approval of the formal application.

Please note, until a complete formal application is submitted and all relevant fees paid, the requested date will not be reserved.

1.7 Stakeholder engagement and other regulatory approvals

In completing a Matagarup Bridge Event Application Form Applicants must ensure that events on the bridge meet all relevant legal and regulatory requirements.

Main Roads is responsible for considering the suitability of Matagarup Bridge as an event location only. Main Roads is not responsible for regulatory approvals or permits relevant to public health, public buildings, structures, signage, trading, environmental concerns, liquor licensing, security and other elements that are specific to the event itself.

Events on the Matagarup Bridge may require approval, permits, etc from other entities in and around the location of the bridge including (but not limited to) VenuesWest, VenuesLive, City of Perth, Town of Victoria Park, Public Transport Authority, Department of Biodiversity Conservation and Attractions, Burswood Park Board and others. It is the Applicant's responsibility to obtain all the required approvals, permits, etc and identify the additional entities that need to be consulted. The Applicant must provide Main Roads with all relevant approvals, permits, etc as a condition of approval for the use of Matagarup Bridge as an event location.

1.8 Event approvals and cancellations

Main Roads may approve or refuse any event application at its absolute discretion.

Applications, except those for feature lighting only, are subject to a Form of Indemnity, indemnifying the Commissioner of Main Roads and its respective personnel, agents and contractors against any liability, loss, damage, costs, demands, claims or expenses in relation to the event.

A bond or guarantee may be applied to an approved event, depending on the nature and duration of the event, the proposed location and the risk to the Bridge asset. The payment of a bond or guarantee will be required prior to Main Roads issuing approval for the use of Matagarup Bridge as an event location.

Approval to use the Matagarup Bridge for an event may be withdrawn at any time, at the absolute discretion of Main Roads and at the sole risk of the Applicant. Some of the reasons why approval could be withdrawn include:

- the event date clashes with a previously unscheduled major event at Optus Stadium,
- fees and charges, including bonds, are not paid within the required timeframe,
- the applicant does not provide all other regulatory and applicable approvals within the required timeframe,
- the applicant does not comply with conditions of approval,
- Main Roads becomes aware of changes to the event details that would instigate reconsideration of its approval; or
- any other reason considered appropriate by Main Roads.

1.9 Matagarup Bridge location map



2.0 FEATURE LIGHTING

The Matagarup Bridge has programmable feature lighting installed in the Bridge arches. The feature lighting on Matagarup Bridge and Optus Stadium are managed by separate entities however the programming of both sets of lighting will be co-ordinated, where possible, to maximise opportunities to promote the major events of the precinct.

The default light program is 'showcase' which alternates through a variety of colour options and is activated from sunset to midnight.

Several pre-programmed lighting colours are available. Programs for new colours or combinations may be available on request, at an additional fee.

2.1 Applications for feature lighting

An Application Form for feature lighting must be submitted to Main Roads a minimum of 72 hours before the lighting can be programmed. Applications must be submitted by email to matagarupevents@mainroads.wa.gov.au.

Applications for feature lighting will be managed separately to event applications and will only be granted in accordance with the Policy.

A feature lighting program may operate during a separately booked event.

An application for feature lighting may be submitted for one or multiple nights and up to one year in advance.

2.2 Priority lighting programs

The following feature lighting applications will be prioritised (in order) over all other applications.

- Applications from Optus Stadium that compliment major events.
- Applications from State or Local Government or charitable and not-for-profit organisations promoting a significant event or appeal as long as the organisation is recognised within the state of Western Australia, is of significance to the area or is recognised nationally or internationally.
- Approval of event lighting may be withdrawn at any time, at the absolute discretion of Main Roads and at the sole risk of the applicant.

Applications will not be accepted for the following days or periods, due to pre-set programs already scheduled.

- Australia Day.
- ANZAC Day.
- Christmas and New Year period (generally the second week of December to the first week of January).
- Easter.
- National Aborigines and Islanders Day Observance Committee (NAIDOC) period.
- Road Safety Awareness Week.
- Remembrance Day.
- Other dates at the discretion of Main Roads.

2.3 Feature lighting applications NOT LIKELY to be considered for approval

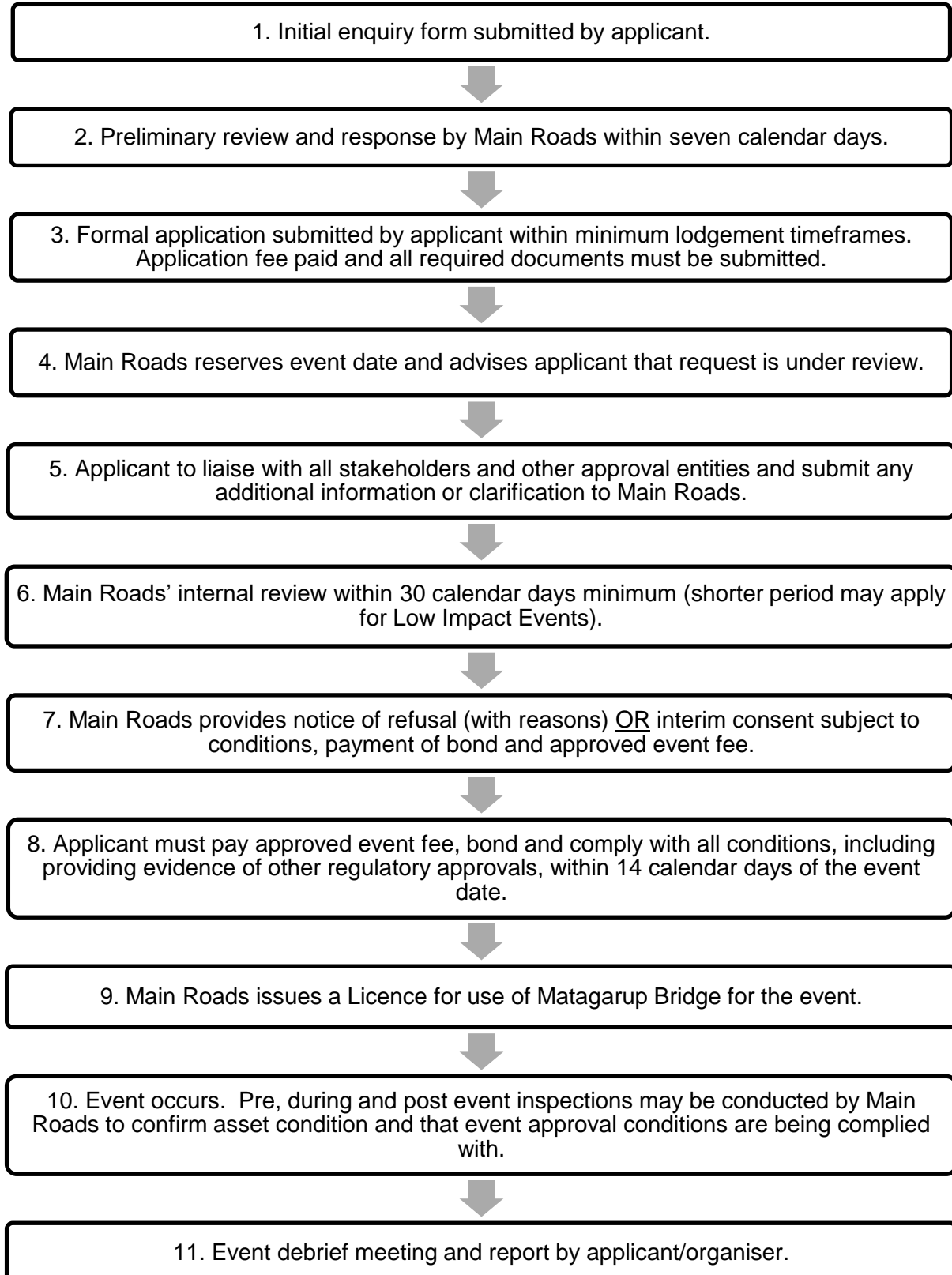
Applications for feature lighting on Matagarup Bridge that are not likely to be considered for approval include the following.

- Private functions e.g. weddings, parties, corporate events and birthdays.
- Commercial or political advertising purposes.
- Applications that, in the opinion of Main Roads, are contrary to government policies and initiatives and community standards.

3.0 EVENTS APPLICATION AND APPROVAL PROCESS

3.1 Process workflow

The flowchart below provides a diagrammatic summary of the steps leading up to and following an event application.



3.2 Event classification

Main Roads will classify events as either Low, Medium or High Impact Events.

The table below contains a guide on the criteria considered to classify an event and the minimum lodgement period for an application. An event may be classified at a higher impact level if one or more criteria applies.

Event impact category	Impact criteria	Lodgement
Low Impact Event	<ul style="list-style-type: none"> • Held between 7am and 6pm • Less than 100 attendees at any one time • No food or beverages • No amplified noise • No marquees, stages, fencing or other structures • No vehicles or equipment • No impact on normal pedestrian movement • No impact on Matagarup Bridge Activities Operator 	Main Roads to receive all information 30 calendar days prior to the event.
Medium Impact Event	<ul style="list-style-type: none"> • Held between 6am and 9pm • Between 100 and 500 attendees at any one time • No food or beverages • Low level amplified noise in accordance with <i>Environmental Protection (Noise) Regulations 1997</i> • Single marquee, stage or other structure, less than 50m² • Single vehicle or equipment • No impact on normal pedestrian movement • No impact on Matagarup Bridge Activities Operator 	Main Roads to receive all information 90 calendar days prior to the event.
High Impact Event	<ul style="list-style-type: none"> • Finishes after 9pm • More than 500 attendees at any one time • Includes food or beverages • Involves amplified noise • Multiple marquees, stages or other structures, greater than 50m² • Multiple vehicles or equipment • Impact on normal pedestrian movement • Impact on Matagarup Bridge Activities Operator ^(Note 1) • Requires road closures or impacts on the normal use of the roads providing access to Matagarup Bridge and Stadium Park • Involves fireworks / pyrotechnics 	Main Roads to receive all information 120 calendar days prior to the event.

Note 1: Events negatively affecting the Matagarup Bridge Activities Operator may also be required to pay a compensation fee.

4.0 EVENT APPLICATION REQUIREMENTS AND CONSIDERATIONS

4.1 Documentation to be submitted

Low Impact Events

Low Impact Events will be required to submit the following.

- Application Form.
- Promotion/Marketing/Communication Plan.
- Site Plan including equipment layout and details.
- Pedestrian Management Plan.
- Traffic Management Plan if adjacent roads or parking areas are impacted.
- Security arrangements pre, during and post event.
- Public liability insurance for a minimum of \$20 million, nominating the Commissioner of Main Roads as an insured party.
- All other relevant insurances.
- Copies of all other regulatory approvals.

Medium Impact Events

Medium Impact Events will be required to submit the following.

- All documentation required for Low Impact Events.
- Event Management Plan.
- Details and layout of all structures.
- Engineering Certification for structures and event impact on bridge load.

High Impact Events

High Impact Events will be required to submit the following.

- All documentation required for Low and Medium Impact Events.
- Risk Management Plan.
- Emergency Management Plan.

Main Roads may request other documentation at its discretion.

4.2 Documentation requirements

4.2.1 Promotion/Marketing/Communications Plan

The Event's Promotion/Marketing/Communications Plan shall include details on stakeholder identification and engagement, how the event will be promoted and how the impacts of the event (traffic or pedestrian access changes, noise, etc) will be communicated to the neighbouring business community and nearby residents.

Depending on the impact of the event, pedestrian and/or traffic management signage as well as community notification leaflets may be required. These must be approved by Main Roads and the relevant Local Government Authority. The purpose of this information is to inform the business community and nearby residents of potential noise or access disruptions that may be experienced. The following details apply.

Advertising and Directional Signage

Temporary advertising signage showing the name, location and date of an event may be installed pending approval. The signs should:

- be appropriate for their location,
- not adversely affect bicycle traffic circulation or pedestrian safety,
- be maintained to a high standard,
- be erected for a maximum of ten (10) days prior to an event occurring,
- be removed within two (2) days of the event ending,
- not exceed an area of 5m²; and
- not erect, display, install a sign that is a competitor to Optus, competitor means any competitor (and any related body corporate of a competitor) of Optus which operates in Telecommunications. (eg. Telstra, Vodafone, TPG).

Additionally, the erection of signage must have approval from the property owner and must not be a hazard to the event attendees or the general public.

Community Notification Leaflet

The community notification leaflet should include:

- event name,
- event location,
- date/s of event, and the start and finish times including setup and pack up,
- a contact phone number for someone that will be present during the event, should nearby residents have concerns,
- contact information, including event website, for further information; and
- other useful information e.g. any noise related information, traffic management (temporary road / footpath closures) etc.

4.2.2 Site Plan

A site plan detailing the layout of the event must be submitted with all event applications. A site plan should include all aspects relating to the event, such as the following.

- | | | |
|---|---|---|
| • Food stalls | • First aid points | • Fenced off areas |
| • Non-food stalls | • Free water points | • Patron areas |
| • Amusements / rides | • Fire safety equipment | • Restricted areas |
| • Toilets (incl. disabled facilities) | • Lighting towers | • Entrances and exits (including disabled access) |
| • Temporary structures (including dimensions) | • Generators (includes noise output and size) | • Alcohol consumption areas |
| • Stages | • Rubbish bins (number of) | • Emergency exits |
| • Mixing sound desk | • Seating | • Vehicle access points |
| • Speaker location and direction | • Distance to closest residence | • Parking areas |
| • Signage | • Electrical cable runs | • Any other information |

All temporary structures (stages, marquees, tents, spectator stands, outdoor movie screens, fencing, etc) will require Main Roads' approval plus regulatory approvals from the relevant Local Government Authority and other government agencies. The information required for temporary structures to be approved by Main Roads includes the following.

- The purpose of the temporary structure.
- The design integrity in consideration of the bridge surface, location and wind loads.
- Engineering certification.
- Contractor's competence.
- Manufacture details.
- Evidence that they comply with relevant Code / Standards.
- Structural adequacy.
- Design parameters.
- Details on how the structure will be secured and/or stabilised in consideration of wind loadings and that structures are not permitted to be fixed to the bridge structure.
- Impact on the load rating of the bridge (certification required) in consideration of static and variable loads.
- Protection of the bridge deck surface from the weight, placement or movement of structures.
- Dilapidation report agreed between Main Roads and the Applicant prior to bump-in.

Once the structure is erected, the installer shall complete a Certification of Structures Form to confirm that the structure has been erected in accordance with all design criteria, engineering details or manufacturer's instructions and that all structures are structurally sound. This form shall be completed for all structures, and submitted to Main Roads upon erection and prior to the event commencing.

All other equipment used during the event must consider spill management (fuels, waste, etc) and protection of the bridge deck and infrastructure surfaces. This must be detailed in the site plan and event management plan.

4.2.3 Pedestrian Management Plan

An event Pedestrian Management Plan outlines any proposed changes or impacts on existing bridge conditions in terms of the access and movement of pedestrians, cyclists, Matagarup Bridge Activities attendees, etc. and how these impacts will be managed. The Plan must consider the scenarios pre-event (during setup), during the event and post-event (during pack up).

If the event involves the partial or full closure of the Bridge (subject to approvals), the Pedestrian Management Plan must include detour maps, signage, communications and approval processes with relevant authorities.

4.2.4 Traffic Management Plan

If the event requires suspension of the *Road Traffic Act 1974* or closure of a public road the approval from the City of Perth, Town of Victoria Park, the Police and Main Roads is required.

If an event necessitates the suspension of the *Road Traffic Act 1974* or a road closure, the applicant will be required to provide a Traffic Management Plan, prepared by an accredited Traffic Management consultant, detailing signage to be utilised and proposed traffic diversion routes. The Traffic Management Plan shall be submitted to the relevant road authority.

An event Traffic Management Plan will include details on the impact of the event on the adjacent road network including vehicular access for set-up, pack up and attendees, including the provision of parking. It is the responsibility of the applicant to ensure that there is adequate parking for an event, and that there is no, or limited impact, on the existing road infrastructure. The Plan must consider the scenarios pre-event (during setup), during the event and post-event (during pack up).

4.2.5 Emergency Management Plan

The Emergency Management Plan outlines the response to be taken should the event need to be evacuated in the case of an emergency, such as for a fire, medical emergency or chemical/waste spill.

Plans must be easy to follow and include the following.

- An assembly point or points, depending on the venue size, must be determined to enable groups that have become separated to be reunited.
- Special consideration must be given in situations where children may be in a different location to their parents or guardians.
- Plans should recognise all of the emergency risk situations identified in the risk management plan.
- Staff induction training (how do staff know what to do and when in an emergency).
- A communication's procedure, both internal and external.

4.2.6 Risk Management

A detailed Risk Management Plan must be submitted in accordance with relevant Australian Standards to identify all possible risks that could occur at your event, as well as the steps that will be taken to prevent the risks from occurring or minimise the impact of the risk, as well as the steps that will be taken if the risk occurs.

The Emergency Evacuation Plan and Risk Management Plan may be combined.

4.2.7 Insurance

Public Liability Insurance provides insurance cover for legal liability to third parties for injury and/or property damage arising from the event. Applicants must hold a current public liability policy with an APRA (Australian Prudential Regulation Authority) approved insurer.

A copy of the applicant's Public Liability Insurance (Certificate of Currency) with a cover of not less than \$20,000,000 (twenty million dollars) must be provided upon application for an event. Events classified as High Impact will require the Commissioner of Main Roads to be named on the Public Liability insurance policy.

It's the applicants responsibility to ensure that all other insurances (such as workers compensation, motor vehicle, professional indemnity, etc) are in effect for all personnel, contractors, suppliers, event participants, etc (i.e. security companies, food operators, promotion companies, amusement providers, etc).

4.3 Other considerations

4.3.1 Disability access and inclusion

If a partial closure of Matagarup Bridge is required, disabled access for the public must be maintained at all times.

When planning an event, it is important to take into consideration access and inclusion to ensure people with disabilities can access your event.

Making an event accessible to people with disabilities is more than just providing access for wheelchairs. People with disabilities can face barriers when attending events in a variety of ways. Matters that should be considered when planning your event to make it more accessible are as follows.

- Has the promotional material been printed with text at least 12 point font, and printed on matt paper in contrasting colours?

- Did the promotional material state whether the venue is accessible?
- Is there an accessible toilet? Is it large enough for someone in a wheelchair to shut the door and manoeuvre once inside? Is there a hand rail in the toilet?
- Does the venue have accessible parking bays? Are they clearly marked?
- Is the entrance to the venue within 40m of the parking?
- Are there accessible pathways? Ensure that these are not impeded by temporary infrastructure or cabling.
- Are ramps compliant?
- Is there clear, directional signage to the venue and the toilets?
- Is the venue adequately lit?
- Is there ample space for wheelchairs if the event is seated?
- Is there a designated person to assist with access enquiries?

4.3.2 Electrical supply and installations

Matagarup Bridge has 1 x 15A (240V) and 1 x 10A (240V) power points located in each of the two pause points, accessible through a locked service box.

The applicant must provide any additional power supply required for the event. Additional temporary electrical outlets should only be supplied from a reticulated power supply. Supplies may originate from mains power or onsite generators. If onsite generators are proposed, each generator must be connected to its own earth electrode.

For events it is important that:

- refuelling and spill management plans are developed for generators,
- electrical leads must not create trip hazards or impede disabled access,
- electrical outlets are protected by residual current devices (RCD's),
- leads and RCDs are tested and tagged in accordance with regulatory requirements,
- joints and connections are not accessible to the public or exposed to damp conditions; and
- installations must comply with AS 3002 Electrical Installations for shows and carnivals.

A licensed electrician is required to check all electrical installations such as lighting towers, extension cords, generators, etc. The licensed electrician must complete a Form 5 Certificate of Electrical Compliance when all electrical installations are complete. This must be submitted to Main Roads prior to the event commencing. Failure to do so will result in cancellation of the event approval.

4.3.3 Water supply

A potable water supply (20mm tap) is provided at each of the pause points on Matagarup Bridge accessible through a locked service box.

The Applicant must provide details of the arrangements for supply of drinking water in accordance with the Department of Health requirements.

4.3.4 Lighting

Matagarup Bridge has permanent light poles located across the Bridge deck. These operate on sensors from sunset to sunrise. The Applicant is responsible for providing any additional lighting (including emergency lighting) required for their event, subject to the relevant approvals and regulatory requirements.

Refer to Section 2 for details on the feature lighting on the Bridge arch structure.

4.3.5 Event capacity

The maximum number of people that can attend an event will be based on the area of the event, the number of toilets provided, the number of exits and other criteria in accordance with the *Health (Public Buildings) Regulations 1992*. This will be determined by the relevant local authority.

In addition to this, the design limits of Matagarup Bridge will be impacted by loads from equipment, temporary structures and people. The applicant must provide engineering certification for the event's loads on the bridge, which may impact on the maximum number of people attending the event.

It is the Applicant's responsibility to ensure that the number of patrons attending the event does not exceed the allowable number on the approval.

4.3.6 Fireworks (pyrotechnics)

The discharging of fireworks will require the specific approval of the Department of Mines, Industry Regulation and Safety (DMIRS).

The applicant must provide Main Roads with a copy of the approval. The applicant should also inform the City of Perth, Town of Victoria Park and Department of Biodiversity Conservation and Attractions of the permit if approved.

4.3.7 Food stalls

A food stall is a stall or vehicle from which any food or drinks are offered for sale. Each food stall operator requires a valid Temporary Food Stall Permit from the City of Perth and/or Town of Victoria Park, depending on the location of operations on the bridge. The applicant must provide a copy of each food stall operator's permit.

4.3.8 Non food stalls

All other stalls which offer non-food items for sale such as clothes, jewellery, toys or arts and crafts also require a Traders Permit if they're trading on the Bridge. The applicant may submit one Traders Permit to cover all other stalls that are going to trade at the event.

4.3.9 Liquor licence

Provided that the service of liquor is ancillary to the purpose of the event, an application for a Liquor Licence can be made to the Department of Local Government, Sport and Cultural Industries (formerly Department of Racing, Gaming and Liquor). Main Road's consent (as asset owner) is required for a Liquor Licence on Matagarup Bridge.

Licensed security will be required if a Liquor Licence is granted for the event.

The Applicant must provide Main Roads with a copy of the Liquor Licence.

4.3.10 Noise control

Noise from certain community activities is permitted under the *Environmental Protection (Noise) Regulations 1997*. The purpose of this provision is to allow a balance between the community benefit of these events and the impact on the surrounding properties.

Events that are likely to result in excessive noise being received by nearby residences or fall outside the provisions of community noise exemptions will be required to apply for a Regulation 18 Approval for a non-complying event through the City of Perth and/or Town of Victoria Park. The applicant must provide Main Roads with a copy of the approval.

To determine the potential noise level at the nearest residence, an acoustic consultant is required, however, the below diagram can give an indication on the potential noise level. To use this diagram consider what the noise at the nearest residence is likely to be similar to.



4.3.11 Public building requirements

The event must comply with the *Health (Public Buildings) Regulations 1992* should there be temporary structures erected on the Bridge. The Applicant must apply to the City of Perth and/or Town of Victoria Park for regulatory approvals and provide copies of these approvals to Main Roads.

4.3.12 Security

Security may be required leading up to, during and post an event depending on a number of factors, including the type of event, expected number of patrons and whether alcohol is provided. If security or crowd control is required, security arrangements are to be made and enforced by the applicant in accordance with best industry standards. It is important that any security or crowd controllers are appropriately licensed under the *Securities and Related Activities (Control) Act 1996*, as well as ensuring there are both male and female security personnel on duty.

4.3.13 Toilets

There are no toilets available on the Matagarup Bridge. The applicant is responsible for the provision of adequate toilet facilities for the duration of the event. Where portable toilets are to be provided, the number of portable toilets proposed and their location must be submitted to Main Roads for approval of placement on the bridge. Applications for regulatory approval may also need to be submitted to the relevant local authority. Applicants should refer to the City of Perth or Town of Victoria Park for details on toilet provision requirements.

Consideration should be given to the water supply and the availability of a plumber should issues arise. It is important that the toilets be regularly checked for cleanliness, as well as availability of consumables, such as toilet paper, soap and hand towels, and the emptying of any bins.

The Event Management Plan must consider and mitigate the risk of toilets overflowing and the management of spills damaging the bridge surface or contaminating the Swan River.

4.3.14 Waste management

There are no bins available on Matagarup Bridge. The applicant is responsible for making the appropriate arrangements for the collection and removal of all litter occurring as a result of the event. It may be necessary to arrange for bins to be emptied throughout the event. Large waste bins (over 660L or skip style bins) will not be permitted on the Bridge deck. The type, placement and securing of bins must consider the risk of bins overflowing or falling over in windy conditions and the potential for contamination into the Swan River.

The number of bins required at an event will depend upon the type and duration of the event. The applicant is to provide a detailed Waste Management Plan.

4.3.15 Cleaning

The material of the Bridge deck surface requires specialised cleaning. Main Roads will organise post-event cleaning if necessary and charge the applicant according to the deck area used during the event.

4.3.16 Drones

Part of the Matagarup Bridge is within a 'no fly zone' due to the proximity to Crown Towers Heliport (exemptions apply). The use of drones on the Matagarup Bridge must comply with the requirements of the Civil Aviation Safety Authority (CASA).

Taking off and landing of a drone on the section of the Matagarup Bridge that is directly over the Swan River requires a permit from the Department of Biodiversity, Conservation and Attractions under Regulation 16A of the *Swan Canning River Management Regulations 2007*.

5.0 APPENDICES

APPENDIX 1: Feature Lighting Application Form

APPENDIX 2: Event Initial Enquiry Form

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APPENDIX 1 – Feature Lighting Application Form



MATAGARUP BRIDGE: FEATURE LIGHTING APPLICATION FORM

Applicant name		Applicant position	
Applicant contact no.		Applicant email	
Organisation name		ABN	
Organisation business address			
Organisation postal address			
Lighting date			
Lighting colour			
Reason for lighting request (details of event / charity to be promoted)			
Acknowledgement	<input type="checkbox"/> I acknowledge I have read and accept the Matagarup Bridge Events Policy and Guidelines		

APPENDIX 2 – Events Initial Enquiry Form



MATAGARUP BRIDGE EVENTS: INITIAL ENQUIRY FORM

Applicant name		Applicant position	
Applicant contact no.		Applicant email	
Organisation name		ABN	
Organisation business address			
Organisation postal address			
Event date			
Event times	(include bump in and bump out timeframes)		
Provide a summary of the event details	(e.g. type of event, participant and spectator numbers, equipment, structures, etc)		
Acknowledgement	<input type="checkbox"/> I acknowledge I have read and accept the Matagarup Bridge Events Policy and Guidelines		

APPENDIX 3 – Events Application Form



MATAGARUP BRIDGE EVENTS: APPLICATION FORM

General details	
Applicant name	Applicant position
Applicant contact no.	Applicant email
Organisation name	ABN
Organisation business address	
Organisation postal address	
Event name	
Event website	
Event date and time	
Bump in date and time	
Bump out date and time	
Event location	<input type="checkbox"/> Entire bridge deck <input type="checkbox"/> Bridge deck west <input type="checkbox"/> Bridge deck east <input type="checkbox"/> Bridge deck central <input type="checkbox"/> Pause point east <input type="checkbox"/> Pause point west <input type="checkbox"/> Western ramp or stairs <input type="checkbox"/> Traverse over bridge
Event description	

Estimated attendance	(include breakdown for participants, spectators, staff, officials, etc)		
Charitable or not-for-profit event?	(if so, provide details)		
Ticketed or free		Ticket price	
Provide details of your experience with similar events			

Specific Details	
Impacts on access	Describe the impact of the event on pedestrian and cyclist access to the Bridge. Are closures required? Consider during the event plus bump-in and bump-out.
Impacts on adjoining roads or properties	Describe the impact of the event on adjacent roads or properties.
Temporary structures (Note: structures are not permitted to be affixed to the Bridge deck or structure)	Provide details and site plan of all vehicles, marquees, stages, lighting, seating, fencing, ablutions, scaffolding, etc.
Noise	What provisions have you made to minimise and monitor the level of noise? Consider layout of speakers, location of generators, nearby dwellings, etc. Will you be applying for a Regulation 18 approval?
Signage (Note: signs/banners are not permitted to be affixed to the Bridge)	Provide details of all signage, banners, etc to be used for the event.

Food and beverage	Provide details of food and beverage to be provided, including catering and/or food stalls and vehicles. Provide relevant Permits.
Alcohol	Will alcohol be consumed or sold? Provide relevant permits.
hazardous substances or dangerous goods (includes fireworks)	Will hazardous substances or dangerous goods be used or stored? Provide relevant permits.

Submission checklist

- | | | |
|--|--|---|
| <input type="checkbox"/> Communications Plan | <input type="checkbox"/> Site Plan | <input type="checkbox"/> Pedestrian Management Plan |
| <input type="checkbox"/> Traffic Management Plan | <input type="checkbox"/> Security Arrangements | <input type="checkbox"/> Insurance details |
| <input type="checkbox"/> Event Management Plan | <input type="checkbox"/> Structures Engineering | <input type="checkbox"/> Bridge Load Engineering |
| <input type="checkbox"/> Risk Management Plan | <input type="checkbox"/> Emergency Management Plan | |

Form of indemnity and undertaking

I, (**insert name**), indemnify the Commission of Main Roads and it's personnel, agents and contractors (together the **Indemnified Parties**) against any liability, loss, damage, costs, demands, claims or expenses incurred or suffered or any claims made against the Indemnified Parties, which the Indemnified Parties may suffer or incur as a result of, in respect of, in connection with or in relation to the event contemplated by this application.

The liability to indemnify the Indemnified Parties will be reduced proportionately to the extent that any wilful or negligent act of the Indemnified Parties caused the liability, loss, damage, cost, demand, claim or expense.

The Indemnity does not lessen or otherwise affect other obligations arising out of its application to undertake the event on Matagarup Bridge.

Signed			
Name of signatory		Date	

Witness signature	
Name of witness	

Declaration and acknowledgement

I hereby certify that this application contains a true and accurate description of the proposed event. The event will be conducted in accordance with this information, legislative and statutory requirements and to any other conditions imposed by Main Roads and relevant authorities.

I acknowledge I have read and accepted the Matagarup Bridge Events Policy and Guidelines.

Signed			
Applicant name		Date	
Applicant position			

APPENDIX 4 – Schedule of Fees and Charges



MATAGARUP BRIDGE: SCHEDULE OF FEES AND CHARGES

The following fees and charges apply to event applications received after 1 July 2019.

Feature lighting	Fee (includes GST)
Existing program	Nil
New program	Nil
Discount (%)	N/A

Events / activities	Fee (includes GST)		
	Low Impact Events	Medium Impact Events	High Impact Events
Initial enquiry fee	Nil	Nil	Nil
Application fee	\$110.00	\$220.00	\$330.00
Base hire fee (approved event)	Nil	\$330 per day per bridge section	\$1,100 per 4 hours per bridge section
Bond (per bridge section)	\$500 (or as assessed)	\$1,000 (or as assessed)	\$2,000 - \$25,000 as assessed
Discount (%)	50% of Base Hire Fee only. Applies to registered not-for-profit, community group, charitable organisation or government authorities.		
Other fees that may apply in addition to the Base Hire Fee:			
Engineering assessment	N/A	At cost.	At cost.
Key bond	\$100.00	\$100.00	\$100.00
Access fee	As assessed.		
Cleaning fee	At cost. \$1,000 - \$3,000 estimated bridge deck cleaning.		
Power usage	Nil	Nil	\$55 per 4 hours per bridge section
Water usage	Nil	Nil	\$55 per 4 hours per bridge section

Notes:

- Event applicants must factor in additional cost items, including but not limited to, road closures, pedestrian or traffic management, event security, waste removal, site damage and repairs, access via Optus Stadium, etc. Please note there may also be additional costs from other regulatory authorities such as City of Perth or Town of Victoria Park.
- Fees for longer term arrangements, such as scheduled tours or regular food or beverage vendors, will be assessed on application.

- Bonds will be accepted in the form of cash, cheque, bank guarantee, or other as approved.

Definitions:

Charitable organisations:	Organisations registered with the Charitable Collections Advisory Committee and listed on the Department of Mines, Regulation and Safety Licences charities list or the Australian Charities and Not for Profits Commission .
Community organisations/groups:	Sporting and other type of recreational clubs, parent and citizen groups, auxiliaries, social clubs, special interest associations, etc which are guided by a committee and constitution and could be eligible for incorporation under the Associations Act 1987.
Government authorities:	State or Commonwealth government departments and other semi government instrumentalities which provide a specific public service (e.g. Police, Water Corporation, DFES).
Commercial organisations:	Companies or individuals engaged in a financial gain (e.g. retail outlets, commercial photographers, manufacturers, Government Enterprise Services, media outlets, trade shows, circuses, event promoters, etc)

APPENDIX 5 – Matagarup Bridge Engineering Information



MATAGARUP BRIDGE: ENGINEERING INFORMATION

Design Standard: AS 5100 – Bridge Design

Pedestrian Loading:

Pedestrian Load: 5.0 kN/m² (SWTC – 4.4 (d)(ii))

Earthquake Loading: AS 5100.2 (2004)

Bridge Classification: Type I

Importance Factor: I = 1.0

Hazard Factor: Z = 0.09

Probability Factor: $k_p = 1.7$

Acceleration Coefficient: $a = 0.153$

Site Factor: S = 2.0

Design Category: BEDC – 1

Wind Loading: AS 5100.2 (2004)

Terrain Category = 1

Wind Region = A1

Region Wind Speed ULS V2000 = 48m/s

Region Wind Speed SLS V20 = 37m/s

Vessel Collision

Zone: A

DWT = 200 tons

V = 8 knots

Thermal Effects

Latitude: 33°S

Altitude: <1000 a.s.l.

SAT: T_{max} = 44°C – T_{min} = -1°C

ABT: T_{max} = 48°C – T_{min} = 5°C

Modified BT AS 5110.2 PAR 17.2

Deck: T_{max} = 58°C – T_{min} = 0°C

Arches: T_{max} = 68°C – T_{min} = -5°C

Design Service Temperature = 1°C

The design assumptions include the following:

- 2 M10 truck loads, driving and parking everywhere on the deck.
- 1 crane boom load (expansion joint covers excluded) located every 12 meters, operating/lifting in middle of deck and driving anywhere on deck. Maximum load for each wheel: 134kN.

An ultimate limit state factor has been applied to all permanent, superimposed dead loads and live load in accordance with AS 5100.2. Dynamic load allowance as specified in SWTC.

APPENDIX 6 – Template Forms



MATAGARUP BRIDGE: CERTIFICATION OF STRUCTURES

Name of event:		Event date/s:	
Location of event:			
	<p>Please be advised that I _____ (insert name) have erected the following structures in accordance with engineering details of manufacturer’s instructions:</p>		
	<p>List Structures:</p> <hr/> <hr/>		
	<p>I hereby certify that:</p> <ul style="list-style-type: none"> • I have checked the structural integrity for the subject structures listed above • I certify that the above structures have been erected in accordance with engineering details or manufacturer’s instructions. • That all structures listed above have been constructed to be structurally adequate. 		
Installer name:	_____		
Installer address:	_____		
Installer qualifications:	_____		
Signature:	_____		
Date:	____/____/20____		



MATAGARUP BRIDGE: CERTIFICATE OF ELECTRICAL COMPLIANCE

**Health (Miscellaneous Provisions) Act 1911, Health (Public Buildings) Regulations 1992,
Regulation 10**

Date: _____

I hereby certify that the electric light and/or power installation, alteration, addition at the undermentioned premises has been carried out in accordance with the *Health (Public Buildings) Regulations 1992*

NAME [Certifier]:

Name of Premises: Matagarup Bridge, East Perth

Electrical Works - Describe particulars of installation:

Describe any electrical work for which you are not responsible in these premises:

Signature of licenced electrical contractor or electrical worker authorised to sign on behalf of the electrical contractor/in-house electrical installer.

(Signature)

Contractor's/in-house electrical installer's Business Name and Registration No:

Contractor's/in-house electrical installer's Address:

Contractor's/in-house electrical installer's Telephone No:

APPENDIX 7 – Matagarup Bridge Jurisdiction Map



MATAGARUP BRIDGE: JURISDICTION MAP

