

# Event/Activity Impact Matrix

Use this matrix to ascertain the approvals required and the impact your event will have on surrounding stakeholders and the community.

Factors	Private Gathering	Low Impact Event	Medium Impact Event	High Impact Event
Notification period	No notification required	Require 10 business days prior to the event	Require 3-6 months notice	Require 6-12 months notice
Number of attendees	Less than 50 people permitted	Less than 1000 people permitted	1000-5000 people permitted	5000+ people permitted
Temporary structures (tables, chairs, marquees, stage, bouncy castle, portable grandstands, amusement rides)	Tables, chairs, marquee no greater than 3x3m, small bouncy castles permitted. Other structures not permitted	Tables, chairs, marquee no greater than 3x3m and small bouncy castles permitted. Approvals required for other temporary infrastructure	Tables, chairs, marquee no greater than 3x3m and small bouncy castles permitted. Approvals required for other temporary infrastructure	Tables, chairs, marquee no greater than 3x3m and small bouncy castles permitted. Approvals required for other temporary infrastructure
Public building (enclosed space, fencing, marquee greater than 3x6m)	Public buildings not permitted	Public buildings permitted with approval	Public buildings permitted with approval	Public buildings permitted with approval
Road closures	No road closures permitted	No road closures permitted	Low impact on roads and minor closures permitted with approval	High impact to roads, and/or multiple closures permitted with approval
Waste management	Use of existing bins in the area or remove rubbish	Use of existing bins in the area or remove rubbish	Additional bins required	Additional bins required
Alcohol (sale, supply)	Alcohol sale not permitted, alcohol consumption permitted with approval	Alcohol sale permitted with licensing approval	Alcohol sale permitted with licensing approval	Alcohol sale permitted with licensing approval
Food (sale, supply)	Food supply permitted, food sale not permitted	Food sale or supply permitted with approval	Food sale or supply permitted with approval	Food sale or supply permitted with approval
Noise / amplified music	Low noise levels permitted	Low noise levels permitted	Noise and amplified music permitted with approval	Noise and amplified music permitted with approval
Impact to general public (surrounding residences, businesses and people)	No impact to general public	Low impact to general public, no notification requirements	Medium impact to general public, requiring notifications	High impact to general public, requiring notifications
Toilets	No additional toilets	No additional toilets	Additional toilets may be required	Additional toilets will be required
Site plan	Site plan not required	Site plan required	Site plan required	Site plan required
Risk management plan	Risk management plan not required	Risk management plan not required	Risk management plan required	Risk management plan required
Event Application	Event application not required	Event application required	Event application required	Event application required
Examples of activities / events	Birthday party, corporate events, family BBQ, picnics, celebrations.	Community events/activities, markets, festivals, fairs, rally.	Music concerts, community events, markets, festivals, major sporting events, fairs, events on roads, rally.	Music concerts, community events, markets, festivals, major sporting events, fairs, events on roads.
Likelihood of hospital presentations	Unlikely	Possible	Likely	Very likely