

## Temporary Events Fact Sheet

*“A temporary land use is for a maximum period of 52 days (whether consecutive days) in any period of 12 months.”*

A temporary event is a form of ‘development’ requiring consent and can comprise a range of activities including:

- Outdoor music concerts
- Markets and food events
- Festivals
- Cycling and running events

These types of events are typically characterised by increased vehicle and pedestrian traffic, increased parking demand, noise and light impacts.

To ensure Council has ample time to assess and determine an application for a temporary event, a development application should be lodged with Council **6 to 12 months prior to the event**. Generally, applications for temporary events require public notification in accordance with Section 5 (Notification) of the Singleton Development Control Plan (DCP) 2014 and may also be required to be reported to Council meeting for determination, which can extend the timeframe for a decision.

### **Relevant standards and controls for temporary events**

In determining an application for a temporary land use, Council will consider the proposal against the following environmental planning instruments.

#### **Singleton LEP 2013**

Clause 2.8 of the *Singleton Local Environmental Plan 2013* outlines the matters that Council must consider and should therefore be addressed in any Development Application.

- *The temporary use should not prejudice the subsequent carrying out of development on the land; and*
- *The temporary use will not adversely impact any adjoining land or the amenity of the neighbourhood; and*
- *The temporary use and location of any structures related to the use will not adversely impact on environmental features of the land, increase the risk of natural hazards; and*
- *At the end of the temporary use period, the land will as far as practicable, be restored to its previous condition.*

## Singleton DCP 2014

Section 4.2 (Events and festivals) of the Singleton DCP sets out the specific operational matters that should be addressed in a Development Application:

- the type and extent of activities
- the timeframe that the event or festival will operate
- requirements for setting-up and packing up
- the number of employees and patrons expected to attend
- any traffic and transport issues and traffic management
- the types and quantities of waste that will be generated and measures for waste management
- any plant, machinery or structures which are intended to be erected and/or used
- any potential hazards or risks and how those hazards/risks will be managed
- any food or alcohol intended to be sold and/or served as part of the event and the measures to be put in place to ensure health and hygiene is maintained in accordance with relevant food safety guidelines and standards
- toilet facilities to be provided for the event or festival and whether the number of toilets is suitable for the number of people
- any potential noise or lighting impacts associated with the event and how these impacts will be managed
- security measures to be put in place to ensure safety and security and manage crowds
- public liability insurance coverage for the event
- advertising and promotion of the event or festival, and
- the need for any pre-notification to be given to residents in proximity to the event or festival site, and
- emergency management and evacuation procedures.

### Other approvals

Temporary events (including minor events), may still require other approval for other matters like temporary road closure. Events involving the serving of food must conform to all relevant Council and legislative requirements, such as the Food Act and Food Safety Standards.

Early consultation with the NSW Police, NSW Ambulance, Roads and Maritime Services and other relevant emergency services is recommended when considering a large scale event. Where prior consultation has been undertaken with external agencies, a copy of the consultation advice can be submitted to assist in the assessment of the application.

### Exemptions

The lodgement of a development application for regular use of approved entertainment venues is not required.

State Environmental Planning Policy (Exempt and Complying Development Codes) (Codes SEPP) 2008, also provides exemptions for certain temporary structures (other than tents and marquees) subject to compliance with the requirements specified in the Codes SEPP.

This information is provided as a guide and in good faith by Singleton Council. The information is not site specific and issues not identified in this fact sheet may emerge when site specific advice is sought or during the detailed assessment process.

