



Streets Meets Event Guide

Streets Meets are small scale neighbourhood street events held in the local community by the local community.

Holding a Streets Meets event is a great way to connect with your neighbours and meet people in a fun and casual way. The City can help you plan and facilitate a safe event in your street.

Benefits include:

- Increased sense of belonging in the community
- Getting to know new neighbours
- Strengthening bonds with neighbours and looking out for each other
- Improved community safety.

Streets Meets activities could include:

- Kids play in the street
- A street garage sale
- Morning tea or coffee
- Picnic
- Any activity that gets people into the street and chatting.

We recommend that you join forces with one or two others in your street to help organise and run the event. It's also a good idea to start planning the event at least two to three months in advance to allow enough time for the necessary approvals.

This guide will help you with:

- Getting people on board
- Public Liability Insurance
- Asking your neighbours for permission
- Organising a road closure.

Planning a Streets Meets event

Step 1 - Plan your event and get support from your neighbours

Get people on board

- Share your event idea with neighbours and invite them to join you to help get things started
- Determine the most appropriate place to hold your Streets Meets gathering
- Share the task of inviting people – door knocking works well as it starts the connecting process.

Ask your neighbours for permission

In order to close a street for a street event, you will need to demonstrate approval from at least two-thirds of the people who live in the street. You can use the occupier (neighbour) consent form and notification form in the back of this document or on the Streets Meets page of the City's website.

Step 2 - Contact the City to discuss your event

Tell us about your event proposal and we can advise on any potential help the City may provide such as funding, use of sports and games kits or insurance. We can also help with advice on event planning (e.g. traffic management and insurance) if there are any upcoming works planned (e.g. roadworks) or other projects that may affect your event. Updates relating to construction and maintenance work in the City are detailed on our website southperth.wa.gov.au/works.

Contact the City's Community Development team to discuss on 9474 0777 or email enquiries@southperth.wa.gov.au.

Community funding and support

Your street event may be eligible for financial assistance under the City's Community Funding Program. See the City's website to view the eligibility criteria: southperth.wa.gov.au/community-funding.

Sports and games

The City has a range of sports equipment and games available for loan that may be appropriate for your event.

Public liability insurance

The City of South Perth provides public liability insurance for approved and compliant Streets Meets events. This protects hosts against claims for personal injury or property damage.

Step 3 - Temporary road closure

If your Streets Meets event requires a temporary road closure, you will need approval from the City of South Perth and WA Police (these are classed as a 'Category 4' event) and you will be required pay any prescribed fees.

If approved, the City will issue the applicant with a signed 'Application for an Order for a Road Closure'.

Once the event organiser has City approval, the signed '**Application for an Order for a Road Closure**' must be lodged with the local police station that has jurisdiction for the event together with an endorsed traffic management plan and the required application fee.

To review your application the WA Police will need:

- Application signed on behalf of the City
- Proof of occupier (neighbour) consent
- Payment of the applicable fee

All of the information and fees can be found on the [WA Police Events and road closures](#) website.

Traffic management plan

A Streets Meets event requiring temporary, full or partial closure of a road must have a Traffic Management Plan. If the road closure is simple, you may be able to use one of the Traffic Management Plan templates at the end of this document. If it is complex, you will need a Traffic Management Plan prepared by an accredited company. Speak to the City's Engineering Technical Officer on 9474 0777 for more information.

Step 4 - Event approval

Submit your final plans to the City

Once the road closure has been approved, submit the necessary documentation to the City.

Make sure you include:

- Event details
- Approved Order for Road Closure from the Police
- Occupier (neighbour) consent (for our records)
- Traffic Management Plan (if necessary).