

Temporary Structures Guidelines

Building | Development Services

The [*Building Act 2011*](#) (the Act) and [*Building Regulations 2012*](#) outline the approvals process for buildings and incidental structures in Western Australia. It is important to note that temporary structures such as marquees, tents, gazebos, stages, platforms, tiered seating and shade structures may not be classified as a “building” or “incidental structure” under the Act. Therefore, these structures may not require a building permit.

Clarification is provided in [*Industry Bulletin 135*](#) issued by the Building and Energy Division of the Department of Local Government, Industry Regulation and Safety. The Australian Building Codes Board [*Standard for Temporary Structures \(2015\)*](#) contains guidance information on temporary structures that may not trigger a building permit, however still meet the overall expectation of safety.

Each temporary structure will be assessed individually, and the City’s requirements will be communicated to an event organiser in writing, prior to the event. Certain structures will require:

- Certification from a professional engineer; and/or
- A statement of compliance from a privately registered building surveyor; and
- If classified as a building or incidental structure, a certified building permit and occupancy permit (see below).

[Table 1](#) outlines a list (non-exhaustive) of various types of temporary structures and the documentation typically required for event applications, in accordance with the *Building Act 2011* and *Building Regulations 2012*. This information is intended to align with the Department of Health (WA) requirements for temporary structures, as detailed in [*Guidelines for concerts, events and organised gatherings*](#) (2022), and the [*ABCB Standard – Temporary Structures \(2015\)*](#). The following provides a broad interpretation of what the City may require (refer also [Table 1](#)):

- Temporary structures **less than, or equal to 24m²** must be installed and managed in accordance with the manufacturer’s specifications and instructions. Unless specifically requested by a Building Surveyor or Environmental Health Officer, no further documentation is required to be submitted.
- Temporary structures **greater than 24m²** require a [Certificate of Structures](#) to be completed by suitably qualified person or rigger, prior to the use or occupation of the structure.
- For structures **greater than 55m²**, please refer to [Guideline 11 – Temporary structures](#) [Department of Health, [*Guidelines for concerts, events and organised gatherings*](#) (2022)] and the [*ABCB Standard – Temporary Structures \(2015\)*](#).
- Temporary structures that are **classified as a building or incidental structure under the Act** require a building permit to be obtained, prior to their erection and installation. In some cases, an occupancy permit may also be required before the structure is used or occupied. For further details on the building permit application process, please refer to the City’s website: [lodging and tracking applications](#).
- Any temporary structures that are to be installed on **uneven or unstable ground (e.g. beach sand)**, will require certification from a Professional Engineer, post-installation and prior to the structure being used or occupied, unless the manufacturer’s specifications and instructions specifically cater for these scenarios.

A list of private registered building surveyors able to complete the necessary documentation and certification for building permit applications is available:

- <https://www.wa.gov.au/service/community-services/find-registered-building-surveyor>

For further information or clarification on the above requirements, please contact the City’s Development Services – Building team on 9205 8555 or development@stirling.wa.gov.au.

Table 1

COMPONENT AND DEFINITION	DOCUMENTATION REQUIRED (AT THE CITY'S DISCRETION)
Marquee or Gazebo <i>A marquee is a large temporary tent-style structure providing shade and shelter for event attendees and staff. A gazebo is considered as an open-sided, temporary shade structure.</i>	– Marquee or Gazebo $\leq 24m^2$ = Installation and management to be in accordance with the manufacturer's specifications and instructions. No further documentation is required to be submitted to the City, unless specifically requested by a Building Surveyor or Environmental Health Officer. – Electrical installations to be in accordance with the City's Event Application Guidelines and Requirements. – Marquee or Gazebo $> 24m^2$ = Require a current certification from a Professional Engineer and/or a Certificate of Structures from a suitably qualified person or rigger post-installation. – Electrical installations to be in accordance with the City's Event Application Guidelines and Requirements.
Amusement Devices and Bouncy Castles <i>Show rides e.g. dodgem cars, merry-go-round; or an inflatable structure, typically in the form of a stylized castle or other building, on which people can jump and play.</i>	– Documentation to be maintained by owner as per legislative requirements and in accordance with WorkSafe WA's Amusement Devices Guide, as detailed in the City's Event Application Guidelines and Requirements. – Electrical installations to be in accordance with the City's Event Application Guidelines and Requirements.
Big Top Tents <i>A big top tent is a large tent structure, where public events or shows are held e.g. a circus tent.</i>	– Big top tents require a current certification from a Professional Engineer pre-installation and a Certificate of Structures from a suitably qualified person or rigger post-installation. – Further, a statement of compliance detailing compliance with the applicable clauses of the relevant edition of the National Construction Code, Building Code of Australia Volume One is required from your privately registered Building Surveyor. – The City may request a Certified Building Permit application and Occupancy permit application in some instances.
Scaffold Towers <i>A temporary scaffold tower is an independent scaffold frame, commonly used to house speakers or lighting.</i>	– Installation and management to be in accordance with the manufacturer's specifications and instructions and Certificate of Structures from a suitably qualified person or rigger post-installation. – Electrical installations to be in accordance with the City's Event Application Guidelines and Requirements.
Grandstand or Bleacher Seating <i>Temporary grandstands are tiered structures which provide elevated seating for event spectators. Temporary bleachers are tiered structures which provide elevated bench seating for event spectators.</i>	– Grandstands and bleachers require a current certification from a Professional Engineer pre-installation and a Certificate of Structures from a suitably qualified person or rigger post-installation. – Further, a statement of compliance detailing compliance with the applicable clauses of the relevant edition of the National Construction Code, Building Code of Australia Volume One is required from your privately registered Building Surveyor. – The City may request a Certified Building Permit application and Occupancy permit application in some instances.
Stage <i>A temporary raised platform on which actors, entertainers or speakers may perform.</i>	– For small-scale stages where public access will not be granted, installation and management to be in accordance with the manufacturer's specifications and instructions, Certificate of Structures from a suitably qualified installer or rigger post-installation. – Electrical installations to be in accordance with the City's Event Application Guidelines and Requirements. – For larger scale stages or, where public access will be permitted, a statement of compliance detailing compliance with the applicable clauses of the relevant edition of the National Construction Code, Building Code of Australia Volume One is required from your privately registered Building Surveyor. – Further, they require a current certification from a Professional Engineer pre-installation and a Certificate of Structures from a suitably qualified person or rigger post-installation. – Electrical installations to be in accordance with the City's Event Application Guidelines and Requirements. – The City may request a Certified Building Permit application and Occupancy permit application in some instances.
Crowd Barriers and Temporary Fencing <i>A temporary barrier or fence erected to confine or exclude persons or animals.</i>	– Temporary fencing and barriers are to be installed in accordance with the manufacturer's specifications and instructions. – Electrical installations to be in accordance with the City's Event Application Guidelines and Requirements.
Portable Lighting Towers <i>A mobile lighting tower used to provide illumination to an area.</i>	– Portable lighting towers are to be installed in accordance with the manufacturer's specifications and instructions, and a Certificate of Structures from a suitably qualified person or rigger post-installation. – Electrical installations to be in accordance with the City's Event Application Guidelines and Requirements.
Rostra or Trailer Stages <i>A rostra stage or platform on which public speaker(s) stand to address an audience.</i>	– Rostra or trailer stages are to be installed in accordance with the manufacturer's specifications and instructions and a Certificate of Structures from a suitably qualified person or rigger post-installation. – The City may request a Certified Building Permit application and Occupancy permit application in some instances. – Electrical installations to be in accordance with the City's Event Application Guidelines and Requirements.

Important notes:

- Any temporary structures that are to be installed on **uneven or unstable ground (e.g. beach sand)**, will require certification from a Professional Engineer, post-installation and prior to the structure being used or occupied, unless the manufacturers specifications and instructions specifically cater for these scenarios.
- For **structures greater than 55m²**, please refer also to [Guideline 11 –Temporary structures](#) [Department of Health, [Guidelines for concerts, events and organised gatherings](#) (2022)] and the [ABCB Standard – Temporary Structures \(2015\)](#).