

Hoarding, Gantry and Scaffold Guidelines



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Disclaimer

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Acknowledgement of Traditional Custodians

The City of Perth would like to acknowledge the traditional custodians of this region, the Whadjuk people of the Noongar Nation, and pay respect to their Elders past, present and emerging.

Introduction

The City has certain requirements and expectations for the construction of temporary structures such as hoardings, gantries or scaffold, when erected within the road reserve of the City's boundary.

Hoardings, gantries and scaffold structures are typically required on building, demolition and excavation sites throughout the City's boundary. The purpose for these structures is to:

- Contain the works within the worksite.
- Prevent building materials from spilling onto the footpaths.
- Ensure public safety.

Policy Framework

These Guidelines have been developed in line with City's policies, local laws and Australian Standards.

Commencement of the Guidelines

The Guidelines commenced on 1 January 2019.

When will Guidelines be Reviewed

The Guidelines will be reviewed periodically and the City reserves the right to vary or withdraw the Guidelines at any time.

Objectives of the Guidelines

It is important that temporary structures erected in public places are designed and installed to cause the least possible impact on the city's appearance and on the safe movement of pedestrian's, vehicles and bicycle riders.

The primary objective of these Guidelines is to ensure a safe environment for the public is maintained during construction, demolition or maintenance works of a building or when other works are being undertaken on footpaths or roads.

The Guidelines have been developed to assist construction, demolition and maintenance businesses to design a suitable hoarding, gantry or scaffold structure for their worksite while ensuring safety and equal access for city patrons is maintained.

The Guidelines also seek to integrate public art, high quality graphics, images or murals on the structures to minimise the visual impact on the street frontages to enrich the vitality and interest of the public place.

Who do the Guidelines Apply to?

The Guidelines apply to any person, including Builders, Public Utility Service Providers, City of Perth workforce and its contractors, that require a hoarding, gantry or scaffold structure erected on the road reserve within the boundaries of the City.

Legal Requirements

Local Government

In accordance with the Local Government (Uniform Local Provisions) Regulations 1996 and the City's Thoroughfares and Public Places Local Law 2017, approval is required from the City to do any works or place any obstruction within a road reserve, thoroughfare or public place, in the local government area of the City of Perth.

State and Federal Legislation and other provisions

The Guidelines do not override state or federal legislation. It is the responsibility for an applicant to check compliance with relevant legislations and other codes of practices.

Duty of Care

There is a legal requirement for industry to be responsible for managing workplace health and safety in accordance with the Occupational Safety and Health Act 1984 and Occupation Safety and Health Regulations 1996.

Australian Standards

The City requires engineering certification complying with Australian Standards:

AS/NZS 1170.0	Structural Design Actions – General Principles
AS/NZS 1170.2	Structural Design Actions – Wind Actions
AS 1428	Design for Access and Mobility Set
AS/NZS 1576.1	Scaffolding – General Requirements
AS/NZS 1576.2	Scaffolding – Couplers and Accessories
AS 4100	Steel Structures
AS/NZS 4576	Guidelines for Scaffolding

Definitions

City of Perth or City

The municipality of the Local Government area declared as the City of Perth.

Central Business District (CBD)

The area bounded by:

- Northern side of Wellington Street from Elder Street to Lord Street.
- Western side of Elder Street from Wellington Street and continue alongside the Freeway to the Freeway off ramp at the Perth Convention Centre in Mounts Bay Road.
- Southern side of Mounts Bay Road from the Freeway off ramp at the Perth Convention Centre to William Street.
- Western side of William Street from Mounts Bay Road to the Swan River.
- Northern Bank of the Swan River from William Street to Victoria Avenue.
- Eastern side of Victoria Avenue to Victoria Square.
- Southern side and eastern side of Victoria Square from Victoria Avenue to Goderich Street.
- Eastern side of Lord Street from Goderich Street to Wellington Street.

City Malls

- Hay Street Mall, entire area from Barrack Street to William Street.
- Murray Street Mall, entire area from William Street to Barrack Street.
- Forrest Place, entire area from Murray Street Mall to southern side of Wellington Street.

Road Reserve

The road reserve is the area extending from the property boundary on one side of the road to the property boundary on the opposite side of the road and includes the footpath, verge, road, kerbs and any median or traffic island.

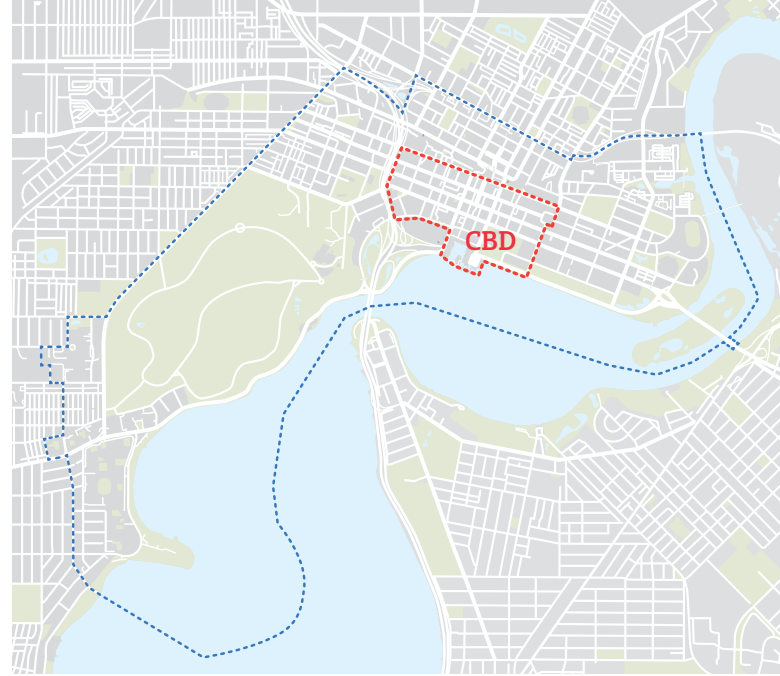
Public Place

A public place is defined by the City's Thoroughfares and Public Places Local Law 2017 as "any thoroughfare or place which the public are allowed to use."

These places are open and available for all members of the community to enjoy cultural, social and recreational activities. This includes footpaths and pedestrian malls. Public places must be accessible to all members of the community and allow for effective pedestrian movement.

Street Furniture

Any item placed or planted on the road reserve or in a public place including seats, signage, bollards, trees, lighting, rubbish bins, sculptures, phone booths and the like.



Hoarding

A hoarding is a temporary structure placed on the road reserve that separates a worksite from the public. The hoarding is generally constructed using timber for the frame and waterproof ply or other suitable hard material for the panels. Free standing mesh type fences can also be used, with appropriate shade cloth.

Gantry

A gantry is a temporary structure placed on the road reserve that provides overhead protection from falling objects while pedestrians have free access along the footpath under the gantry.

Light duty gantries - typically used for maintenance or façade restoration works such as painting or cleaning and can be constructed using scaffolding pipe.

Heavy duty gantries - typically used for building or demolition works and are constructed using steel girders.

Scaffold

Scaffold is a temporary structure placed on the road reserve or above an awning or above a gantry. It is typically constructed using tubular pipe and cannot be easily moved without being disassembled.

Mobile Scaffold

Mobile scaffold is a temporary structure that is mounted on wheels and can be easily wheeled along the jobsite as needed.

Structure

A structure for the purpose of these Guidelines, shall mean a hoarding, gantry or scaffold but not mobile scaffold.

Applicant

The business or representative applying to erect a structure within the City.

Permit Holder

The business or representative of the business that holds the approved structure permit.



Urban Design Principles

The structure should contribute to the creation of inviting public places for the whole community.

The following principles outline the urban design considerations required to deliver successful public places that support structures being erected on footpaths or roads. The structures should:

Embrace the public nature of the street

Ensure that the public place is open and welcoming, allowing people to dwell, move through and enjoy the streetscape.

Allow for activity and movement of all pedestrians

Provide permeable streets and public places, ensure that people are on the same physical level, and allow for uninterrupted paths of travel accessible to all users regardless of ability.

Ensure the streetscape is visually easy to understand and negotiate

Crowding the street or footpath with items and obstacles should be avoided.

Support the street's identity and character

Avoid visual or physical clutter that detracts from the appeal and clear views of building and shop frontages and select quality materials that provide a positive sensory experience.

Contribute to a pleasant built environment

Select material that will ensure resilience and easy maintenance, despite rigorous use.

Support public safety through passive surveillance

Provide uninterrupted sightlines to encourage passive surveillance of the street. It is essential for public safety of pedestrians to "see and be seen" by passer-by's, particularly at night when walking through a long gantry or walking alongside a hoarding that may have right angled corners.

Permits

There are two separate permits required:

1. A hoarding, gantry or scaffold permit is required for the structure, the application form is available on the City's website.
2. An Obstruction Permit is required prior to assembling and dismantling the structure. Apply for this permit by using the City's online system and note separate fees apply.

Please note, mobile scaffold does not require a scaffold permit however an obstruction permit will be required.

Hoarding, Gantry, Scaffold Permit

New Permit Applications

An applicant proposing to erect a structure must complete, in full, the prescribed application form for a hoarding, gantry and scaffold permit.

All drawings, certificates and supporting documentation as requested in the application form, must be received together with the application form before assessment of the application can commence.

Renewal of Permit

A renewal of an existing permit may be granted at the discretion of the City.

Permit Approval

A permit for the placement of a temporary structure on, over or under a public place can be granted under regulation 6 and 17 of the Local Government (Uniform Local Provisions) Regulations 1996 and in accordance with the City's Thoroughfares and Public Places Local Law 2017.

Other Activities that require approval

Approval for installation of a temporary structure on the road reserve does not automatically permit the use of equipment such as cranes, hoists, bins, site sheds etc, to be placed on or alongside the structure, unless the equipment was clearly shown on the drawings submitted as part of the application for the structure.

Fees and Charges

- A non-refundable application fee charged per structure type for each new or renewal application. The application fee charged will be based on the number of structures requested in the application.
- In accordance with Reg 6(8) of the Local Government (Uniform Local Provisions) Regulations 1996, a rate of \$1.00 per square metre per month is charged for the footprint of the total area occupied by the structure.



Works Bonds

A condition of permit approval for the structure is subject to the applicant providing a works bond for making good any damage that may be caused by your works to the City's infrastructure. If any damage has been caused, then it must be rectified in accordance with the City's Design and Construction Notes.

In accordance with the current City of Perth Schedule of Fees, works bonds will be individually assessed and charged, based on the footprint of the total area occupied by the temporary structure. However, it may not be applicable if a works bond has already been paid to the City in association with the issue of a building or demolition permit.

The works bond will not be refunded until the City has received your completed refund request form and the area inspected by the City confirming no damages.

Application Process

The City requires a minimum of 10 full business days for processing a hoarding, gantry or scaffold application.

The applicant will be contacted and advised of the fees once the permit for the structure is ready to be issued. All fees and works bonds for the structure must be paid prior to the permit being released.

Public Liability Insurance

In accordance with the Local Government (Uniform Local Provisions) Regulations 1996, the City of Perth is to be indemnified from any action or claim for damages arising from the works, construction, maintenance or use.

The permit holder is required to maintain a valid public liability insurance policy to the minimum value of \$20,000,000 in respect to any single occurrence during the period of the approved permit.

The policy is to be provided by insurers having a financial performance rating of at least A- by Standard and Poor's (Australia) Pty Limited.

Compliance with Permit

The permit holder is responsible for the effective operations, management and safety of the structure; including the area surrounding the structure and for the public safety in the vicinity of the structure.

City representatives may visit the area to ensure the structure complies with the approved drawings, conditions of permit and to the standard outlined in these Guidelines. If conditions of the permit or Guidelines are breached, the City representative will seek rectification. Action is initiated according to the impact the breach is having on the safety, access and amenity of the area and could result in the permit being revoked.

In the event that the building work ceases for a period longer than 2 months, the City may request the structure be removed and the site secured.

At the expiration of the permit or if the permit has been revoked, the permit holder shall clear away and make all necessary repairs to the road reserve in accordance with the City's Design and Construction Notes. If the permit holder defaults in complying with the above, the City reserves the right to remove the unauthorised temporary structure, undertake any repair works and to recover associated costs from the permit holder.

Access to Undertake Priority Works

Where the road reserve is obstructed by an approved temporary structure and access is required by the City, its contractors or Public Utility Service Providers to undertake priority works, the temporary structure must be temporarily removed or modified as directed by the City. All costs will be at the expense of the permit holder.

Structures

The location of the structure shall be designed to ensure the safety of pedestrians, while minimising the impact on pedestrian movement along the footpath, including people with a disability, and to minimise blind spots to reduce the potential for antisocial activity.

Site Plan

A scaled 1:100 architectural-type fully dimensioned site plan drawing showing the position and elevation of the structure in relation to the property boundary, street furniture and planting, is to be submitted by the applicant together with the application for assessment by the City.

Common to all Structures

- The maximum length of a structure on the footpath for a building site shall be restricted to the street frontage of the property. The structure shall not encroach onto a neighbouring property unless the applicant has first obtained written approval from the affected neighbour.
- The structure is to be suitably designed and constructed to the highest possible standard using new quality material.
- The structure is to be designed to minimise blind spots on the footpath to reduce the potential for antisocial activity or create bottlenecks for wheelchairs or prams.
- The structure shall not cause any impact on street trees or landscaped areas and no pruning of trees will be permitted without prior approval by the City's Parks Unit.
- Any signage proposed on the structure, except for safety signage and builder's name or logo signage restricted to 1m x 1m, requires a separate clearance by the City's Planning section.
- All structures on the footpath shall be painted with one undercoat and one gloss finish in a colour to compliment neighbouring buildings and to be approved by the City. However, in most instances the structure is generally painted white.
- The structure is to be maintained to a high standard and shall be repaired and/or repainted following vandalism or damage.
- Graffiti, bill posting, placards, any attached advertising or unauthorised signage shall be removed within 24 hours.
- Any modifications to the approved structure shall require prior approval by the City.
- All property owners and businesses that may be affected by the structure must be advised prior to the structure being erected.
- Adequate access for emergency fire services shall be maintained. Fire hydrants must not be obstructed.
- The structure shall not obstruct access to Public Utility Service pits.
- Where the sightlines from a City operated CCTV camera is likely to be affected by the structure, the City may require the camera to be relocated or an additional camera be installed to ensure the City's CCTV network is not compromised. All costs to relocate or provide additional cameras will be at the applicant's expense.
- Where a temporary structure may impact on street parking signage, the City may mount the signage to the street side of the structure. Any impact to ticket machines may require modifications to the structure to ensure appropriate access is maintained or the ticket machine is to be relocated. All costs will be at the applicant's expense.

Hoardings

Hoardings are used to fence off building and demolition sites from the public or to provide a containment area for materials, workmen and construction activity on the footpath or in the road reserve.

The City expects a higher standard of finish to hoardings in the CBD and is especially mindful of hoardings proposed for the central Mall areas, large projects or for long periods.

A hoarding on the footpath is to be designed to minimise the visual impact on the street frontage. Viewing windows, information panels, murals, advertising related to the building and display space for the developer and/or adjacent businesses should be incorporated within the hoarding. The design of a hoarding incorporating such features will require a separate Development Application to be approved prior to installation of the hoarding.

Hoarding Construction Details

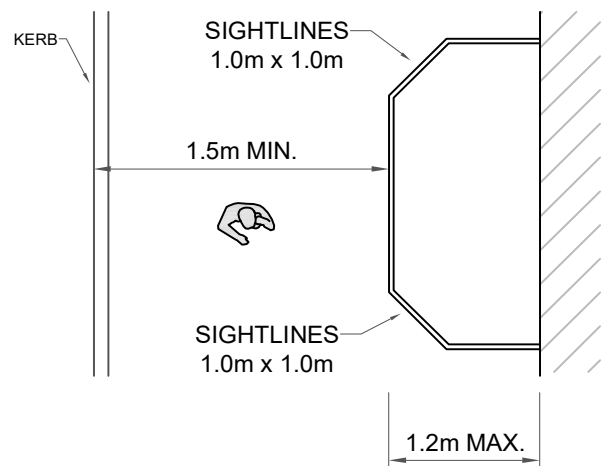
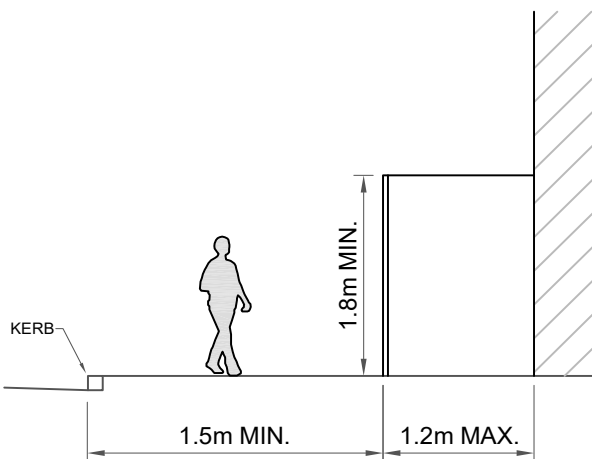
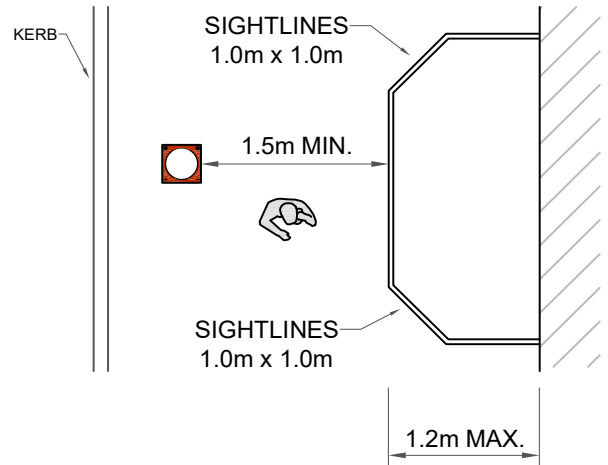
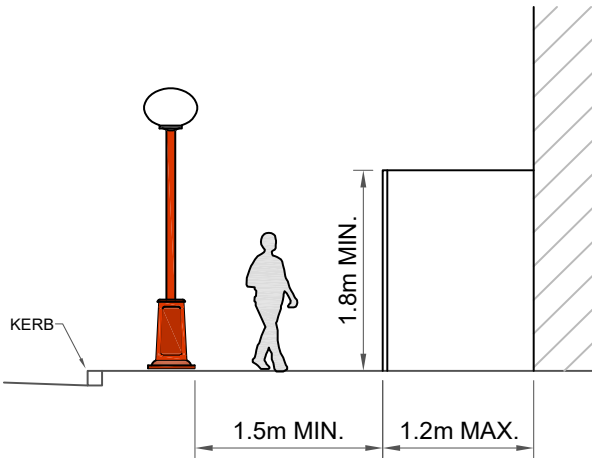
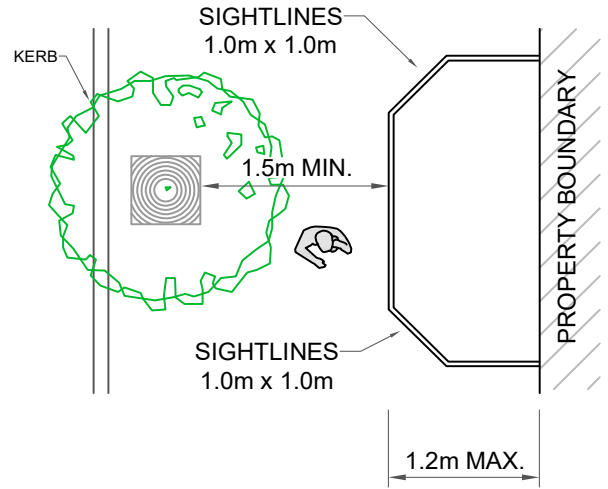
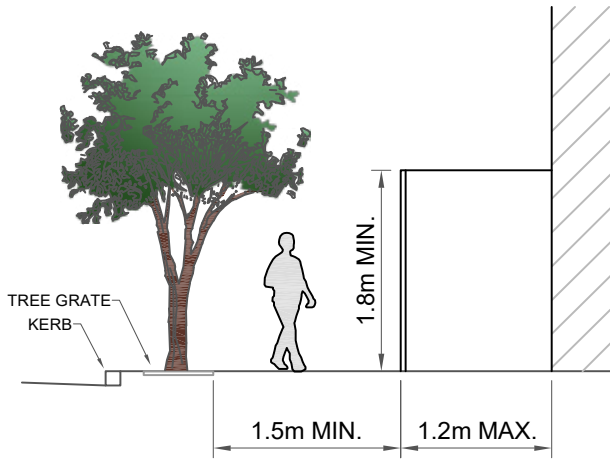
- Maximum width is restricted to 1.2m.
 - Minimum height shall be 1.8m.
 - There must be a minimum clearance of 1.5m for pedestrian movement between a hoarding and any street furniture/tree. If there is no street furniture/tree, then between the hoarding and the face of the roadside kerb. In areas where the footpath is too narrow to achieve the minimum pedestrian clearance, then alternative measures may need to be considered such as closing the footpath using appropriately designed pedestrian management plans.
 - A hoarding must have 1.0m x 1.0m chamfered corners of clear sightlines for pedestrian safety.
 - Generally, the hoarding shall be clad with a minimum of 16mm waterproof ply or other approved material.
- All material shall be properly fixed, lapped and joined.
 - In areas of low ambient light, lighting with a minimum of 3.5 lux average, shall be installed and maintained to illuminate the hoarding to prevent mishaps and to provide public safety each night from sunset to sunrise.
 - Where a free standing open mesh type fence is approved, shade cloth or similar material shall be used to help contain dust.
 - Where a free standing fence is used on a City of Perth or Public Utility Service Provider project, the maximum length and width of the fence is to be determined by the requirements of the project. However, the dimensions should be considered in conjunction with the potential impact on pedestrians, businesses and traffic.
 - The support shoes of a free standing fence must not present a trip hazard to pedestrians or create a liability, and must be:
 - Rotated to be parallel with the fence or positioned behind the fence or fully contained within the worksite.
 - Appropriately braced.
 - Regularly checked to ensure the fence is not moved out of the approved alignment.
 - Written confirmation from a competent person such as a builder or licenced scaffolder, is required to confirm that the hoarding/fence is structurally adequate to resist any likely applied loads and to prevent unauthorised access to the building site.
 - Where the hoarding/site fence protects an excavation of depth exceeding 500mm, the structural adequacy of the hoarding/fence is to be certified by a practising Professional Engineer who is a member of the Institution of Engineers Australia, confirming compliance with AS/NZS 1170.



Standard Hoardings

SECTION VIEW

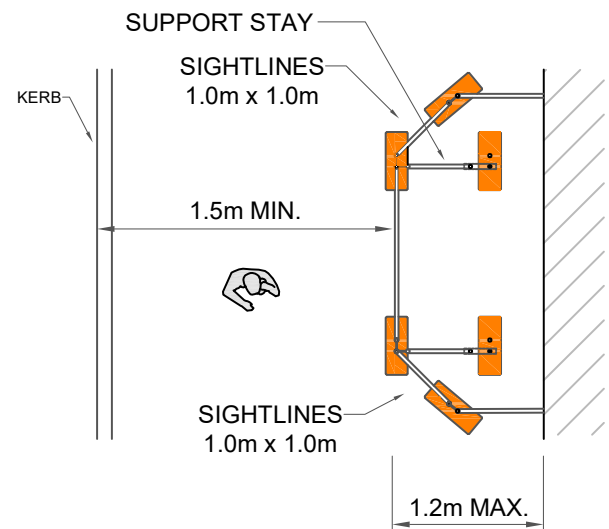
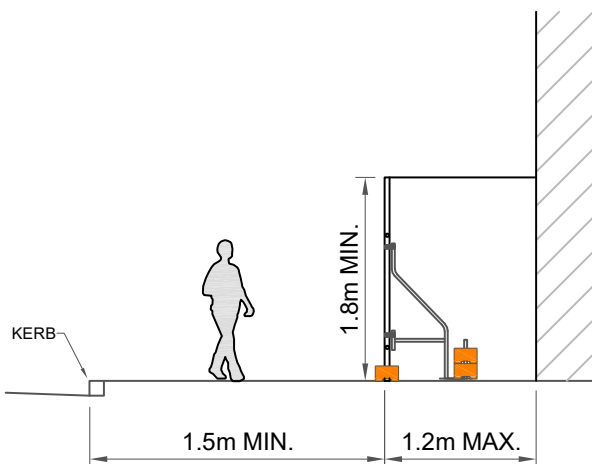
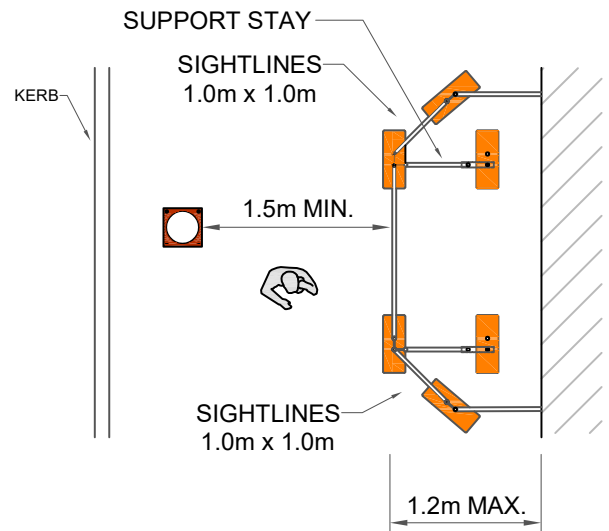
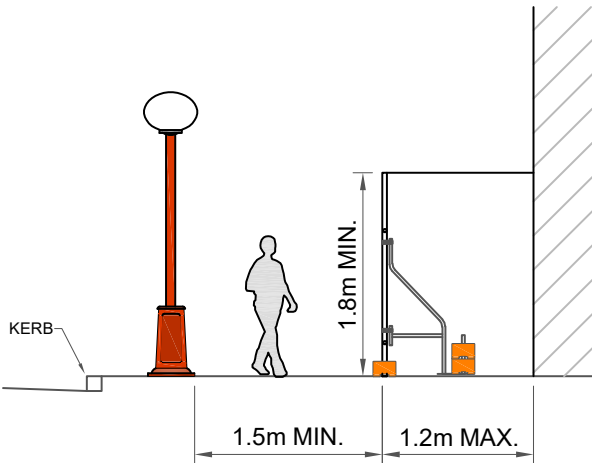
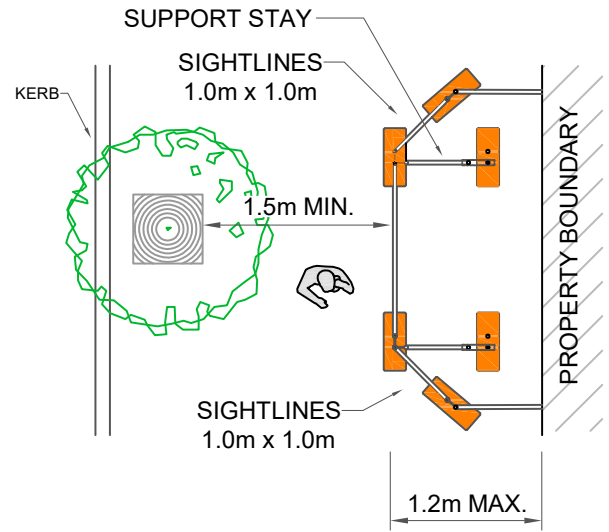
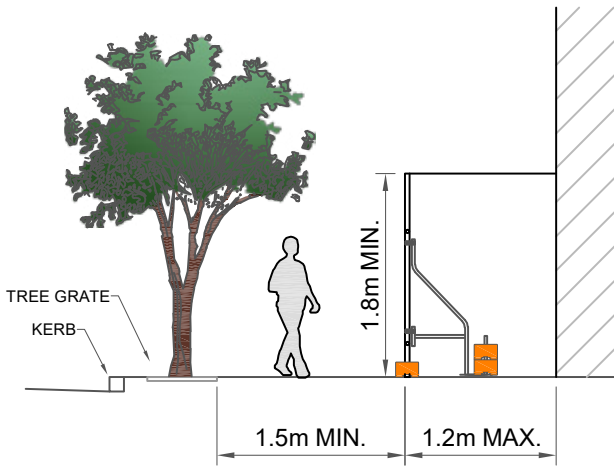
PLAN VIEW



Free Standing Fence Used as Hoardings

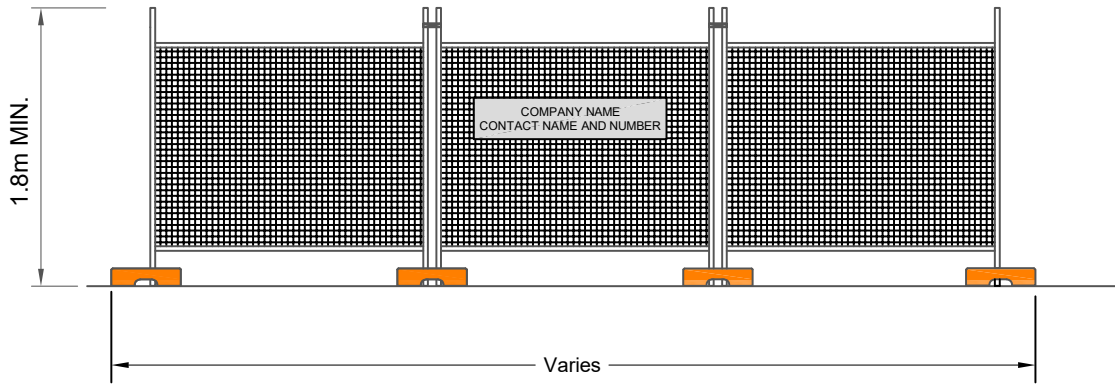
SECTION VIEW

PLAN VIEW

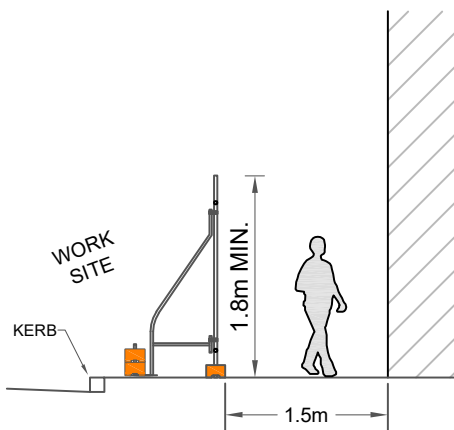


Free Standing Fencing used on City of Perth and Public Utility Service Provider Projects

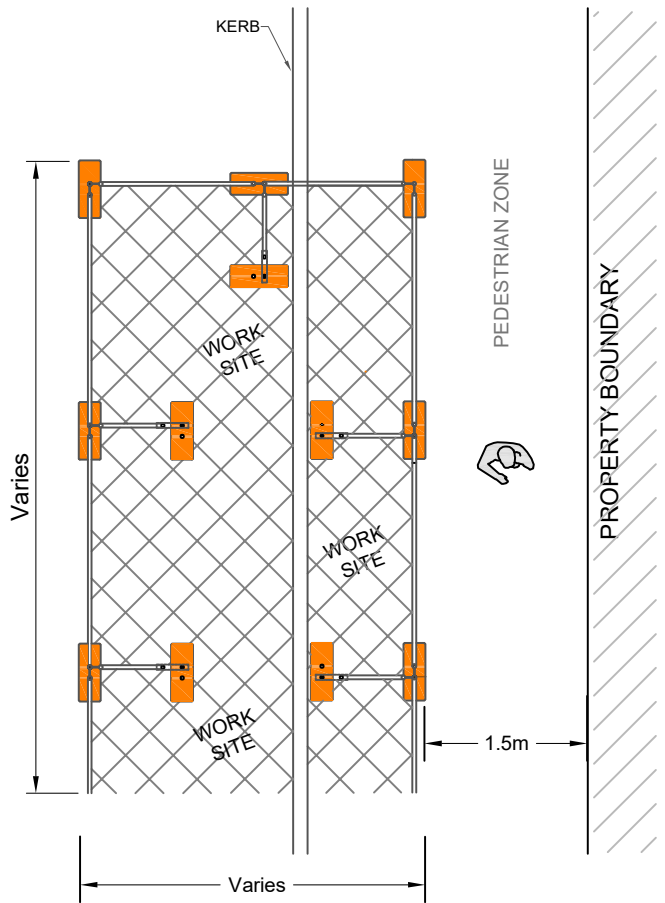
ELEVATION VIEW



SECTION VIEW



PLAN VIEW



Gantry

Gantries are an overhead structure which allows pedestrians free access along the footpath while being protected from building or demolition activity on the adjoining site.

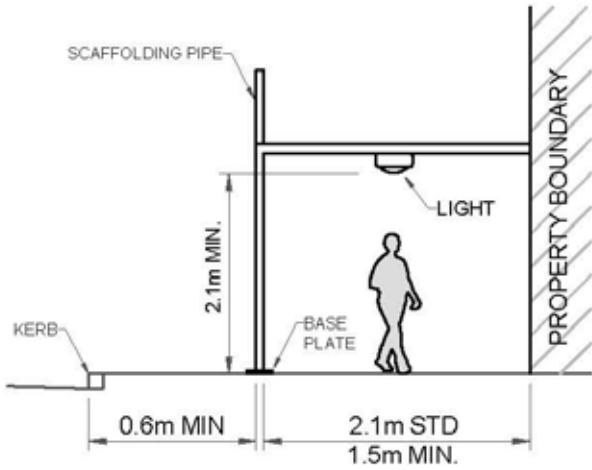
The gantry is to be designed to minimise the visual impact on the street frontage of the construction site.

Gantry Construction Details

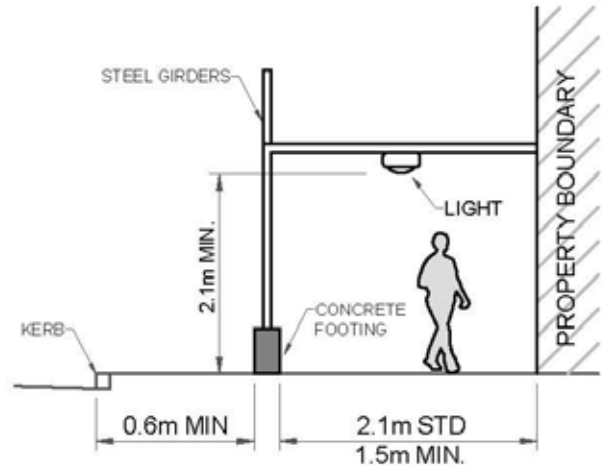
- The minimum internal height of a gantry shall be 2.1m clear of any internal lighting.
- The standard internal width of a gantry should be 2.1m however the minimum width shall be 1.5m. In exceptional circumstances, the internal width may be reduced to 1.2m depending on the footpath width and the volume of pedestrians.
- The gantry must be located at least 0.6m from the face of the roadside kerb.
- A gantry shall be designed so that it will not collapse or cause injury to any person if subjected to vehicle impact.
- All joints, bolts, connections and protrusions shall be suitably bound or otherwise protected, so that they do not present a danger or nuisance to the public.
- The gantry shall have lighting with a minimum of 3.5 lux average, shall be installed and maintained under the gantry to illuminate the public walkway to prevent mishaps and to provide public safety each night from sunset to sunrise.
- Wheelchair turning spaces in accordance with AS 1428 must be provided at a maximum of 20m intervals along the gantry.
- Where a direct line of sight is not available, passing spaces in accordance with AS 1428 must be provided.
- A long gantry shall have safe pedestrian emergency exit points located at approximately 15m intervals along the length of the gantry.
- A gantry application requires certification by a practising Professional Engineer (must be a member of the Institution of Engineers Australia) confirming the gantry has been designed in accordance with appropriate loadings as specified in the Building Code of Australia and relevant Australian Standards. The engineer is to confirm that the gantry is fit for the purpose and will provide appropriate protection to the public.
- Light Duty Gantries – Shall be designed with a minimum live load of 5kPa
- Heavy Duty Gantries – Shall be designed with a minimum live load of 10kPa

Gantry

LIGHT DUTY - SECTION VIEW

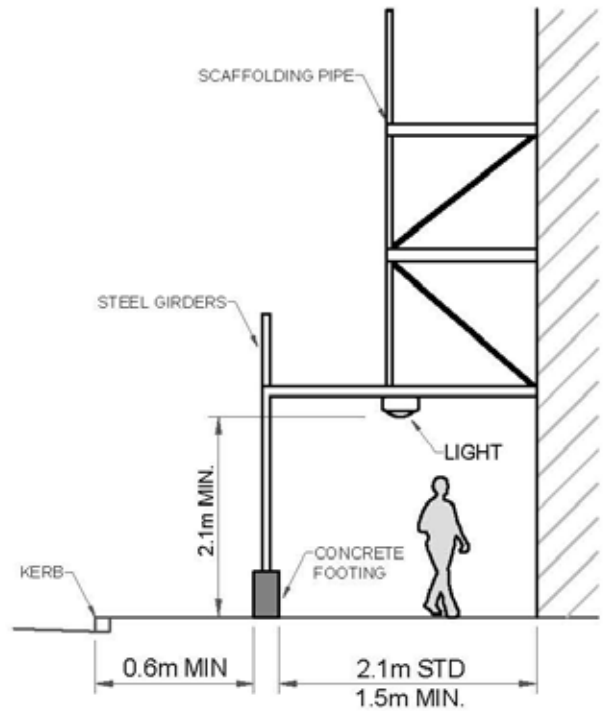
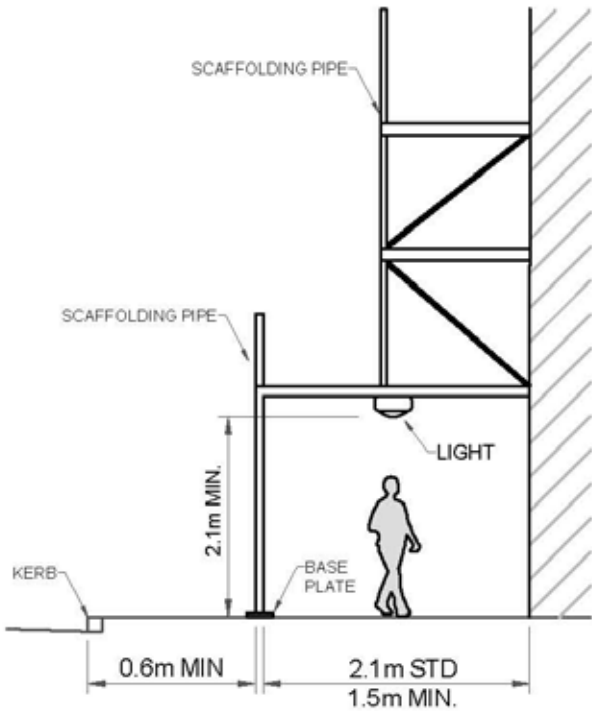


HEAVY DUTY - SECTION VIEW

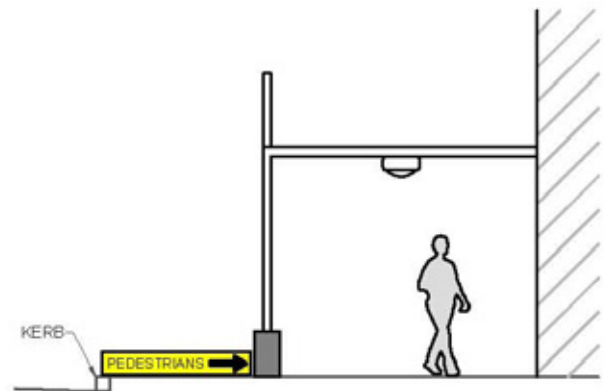
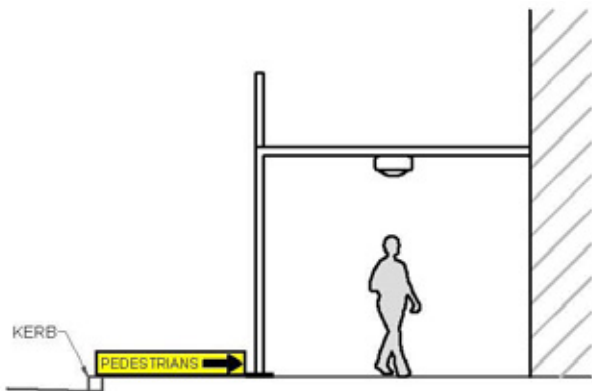


WITH SCAFFOLD ABOVE

WITH SCAFFOLD ABOVE



SIGNAGE AT ENTRANCE TO GANTRY



Scaffold

Scaffold is a fixed structure that is placed against the property boundary and is typically erected on the footpath however it could also be erected above an awning with support post on the footpath or erected above a gantry. Scaffold is used for light building, demolition or maintenance works and does not generally affect pedestrians on the footpath.

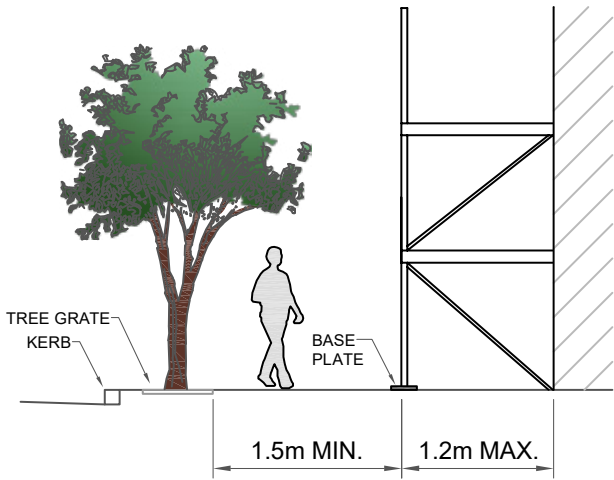
Scaffold Construction Details

- The maximum width of the scaffold will be restricted to 1.2m.
- There must be a minimum clearance of 1.5m for pedestrian movement between a scaffold and any street furniture/tree. If there is no street furniture/tree, then between the scaffold and the face of the roadside kerb. In areas where the footpath is too narrow to achieve the minimum pedestrian clearance, then alternative measures may need to be considered such as using a gantry at ground level and scaffold above.
- All joints, bolts, connections and protrusions shall be suitably bound or otherwise protected, so that they do not present a danger or nuisance to the public.
- In areas of low ambient lighting, lighting with a minimum of 3.5 lux average, shall be installed and maintained to illuminate the scaffold to prevent mishaps and to provide public safety each night from sunset to sunrise.
- All scaffolding equipment shall be of AS/NZS 1576 compliant PA Modular System and or Tube and Fitting System.
- Scaffolding to be erected, modified and dismantled by licenced, competent, suitably experienced and qualified scaffolders to AS/NZS 1576 and AS/NZS 4576 in accordance with approved drawing.
- Unless specified on the drawing, signs, shade cloth, hoarding or any other item that may be subject to wind loading must not be attached to or supported by the scaffold without prior written approval from the City.
- Applications for scaffold shall be certified by a licenced scaffolder holding the appropriate class of a current High-Risk Work Licence with Photo ID.
- Where a scaffold is to be tied to a heritage building or to an old building, a signed certificate by a practising Professional Engineer who is a member of the Institution of Engineers Australia, must be provided together with the membership number, confirming the structure will not adversely affect the building or any significant heritage fabric.

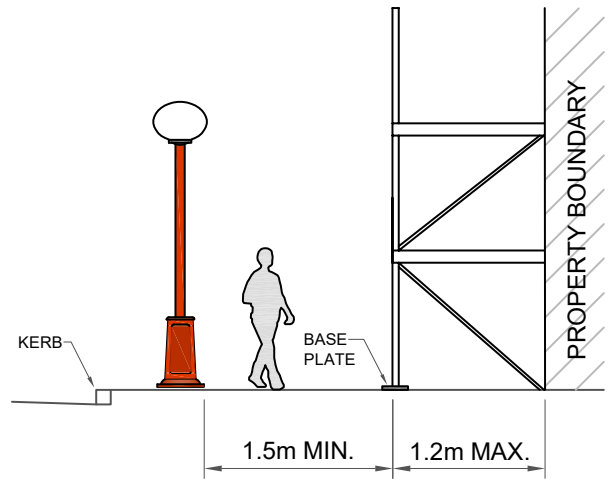


Scaffold

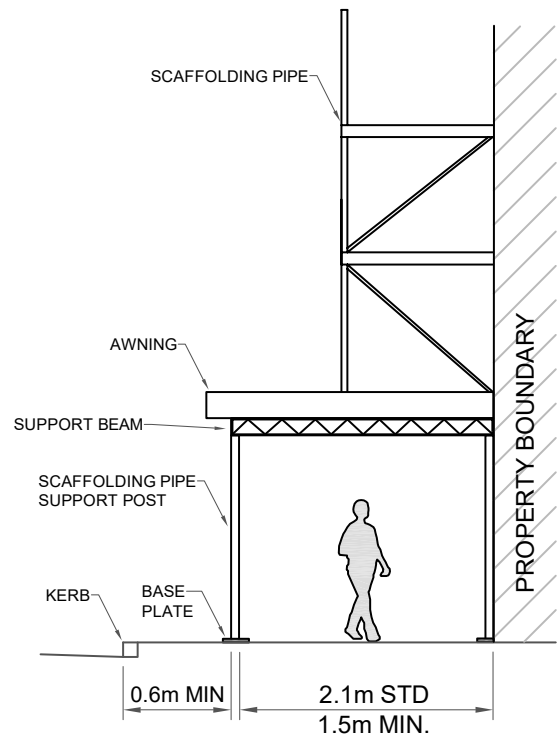
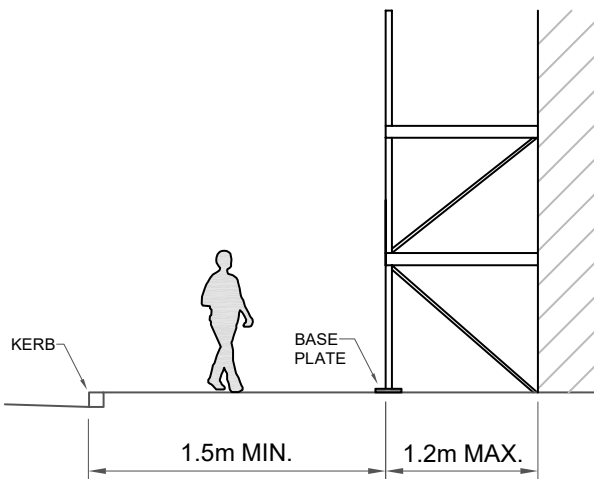
SECTION VIEW



PLAN VIEW



SCAFFOLD ABOVE AWNING



This document is available in other formats or languages on request.

Contact Us

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