



WHITEHORSE
CITY COUNCIL

ELECTRICAL SAFETY

Many events require power for activities such as food stalls, amusement rides and audio systems. This fact sheet will help you understand best practice around electrical safety at your event, as well as Council's requirements around set-up and risk management.

Electrical Safety, Council Requirements

- Any electrical work must be completed by a certified electrician.
- All electrical cables need to be covered with cable tray, flown or fenced.
- All generators must have operating trip switches, be properly earthed and separated from public areas using fencing.
- Any electrical appliances used onsite must have current test and tag prior to the event opening.
- Event organiser must collect and check all contractors' compliance documents in advance of works commencing.

Top Tips

- Ultimately everything that happens on your event site is your responsibility. Keep an eye on your contractors; make sure you supervise any works to ensure compliance during the set up, event and pack down process.
- For larger scale events it is best practice to create a power and lighting plan. This provides an overview of the event requirements and inclusions, and may include the following details:
 - Site map with all power outlets/generators marked; all supplied points marked and all temporary and permanent lighting towers marked;
 - Contingency plan in the event of power failure or blackout;
 - Registered electrician details including supplier name, contact details, ABN and registered address of the electrician and / or generator company.

Energy Use and Reducing Carbon Emissions

Work out your power needs

One of the most common mistakes that event organisers make is ordering bigger generators than required 'just in case'. Knowing all the vendors, lighting and stages power requirements in advance will mean that you can accurately plan and cater for their requirements. Often this will result in a reduction in the number and size of generators hired, and bigger saving in terms of hire and fuel costs.

Reduce the demand for power

Making small changes such as using more energy efficient equipment, such as LED lights and encouraging people to turn devices off at the power source when they are not in use, will also assist in lowering carbon emissions.



Questions? Please contact the
Events Officer on 9262 6352
or arts@whitehorse.vic.gov.au