

Reinstatement Fact Sheet

Costs listed in this fact sheet are indicative and subject to a final assessment made at a post-event site meeting.

Looking after our public spaces

Melbourne boasts numerous public spaces, including parks and gardens, which are frequently used for events. As many of these spaces hold national and heritage significance, it is an expectation that the permit holder and/or event owner take responsibility for looking after those spaces while occupying them. The cost of reinstating public spaces to the condition they were in prior to the event remains the responsibility of the permit holder and/or event owner, including damage incurred by third parties, suppliers or any contracted services.

Types of damage

Damage to public spaces can vary. Examples of damage caused by events in a public space, other than a park or garden, include:

- Clipped bollard
- Oil stains on roads and pavements left by food vendors or vehicles
- Damage to light poles, rubbish bins or fencing

Parks and gardens are vulnerable to damage, examples include:

- Damage to tree limbs
- Compaction due to infrastructure or a concentration of patrons in one area
- Damage to irrigation lines
- Tyre treads in turf
- Leftover event waste

Permit holders and/or event owners conducting events in City of Melbourne parks and gardens should include a budget component for aeration, seeding and fertilisation of the lawns used for their event. Events on roads, footpaths and other public spaces should also consider potential reinstatement costs. Events longer in duration will likely incur higher reinstatement costs.

How to avoid damaging public spaces

Permit holders and/or event owners can reduce and sometimes avoid the impact an event has on a public space by:

- Liaising with City of Melbourne regarding site access
- Supervising contractors entering and exiting the site to ensure site access rules are adhered to
- Ascertaining the location of irrigation lines and underground infrastructure
- Monitoring weather conditions prior to an event and having wet weather contingencies in place
- Incorporating asset protection strategies in a risk management plan
- Arranging for the removal of bollards prior to permitted vehicles entering the site
- Using protective matting and/or drip trays under food vendors and vehicles
- Ensuring forklifts are fitted with turf tyres.

Impact of damaging public spaces

Impact to parks, gardens and public spaces, due to damage can vary:

- Displacing future events booked at the same location
- Causing undue stress to the environment
- Increasing City of Melbourne contractor workload, taking them away from general park and garden maintenance duties
- Contributing financial stress to the permit holder and/or event owner for potentially unbudgeted reinstatement costs

Pre and post-event site meetings

Where appropriate, City of Melbourne will invite the permit holder and or/event owner and the park maintenance contractor to pre and post-event site meetings so that all parties can make an assessment and agree on the condition of the site before and after the event. This will ensure a fair and reasonable calculation is made regarding the level of reinstatement works required. The meeting will also include discussion of other services required for the event.

Examples of Reinstatement Costs

Costs listed in this fact sheet are indicative and subject to a final assessment made at a post-event site meeting. Images are examples only and costs listed do not relate directly to the damage represented.

Damaged bollard



Cause: Trailer clipped bollard while driving past

This type of damage may also include non-standard customised infrastructure incorporating signage, park furniture and light poles. The cost for damage to these items varies depending upon the level of damage caused.

Prospective costs for bollard replacement:

Supply of Bollard into existing sleeve - \$103

Supply and Install of Bollard into ground- \$150.00

Supply and Install of Bollard and Sleeve - \$441.00

Supply of padlock - \$120.00

Prevention: Liaise with Events Melbourne to assess if vehicle access can be granted. Ensure bollards are removed prior to approved vehicles entering the park.

Impact: No vehicle access to the site while the bollard is replaced.

Damaged light pole



Cause: Truck reversed into light pole

Cost: \$8895 – this cost is for a new pole and varies depending on the level of damage.

Prevention: Liaise with Events Melbourne to assess if vehicle access can be granted. Once approved, ensure the access is clear of any park and street furniture. Spotters must be used for all vehicle movements.

Impact: No vehicle access to the site for an extended period while the light pole is replaced. Loss of public lighting for period of time.

Hard surfaces stained



Cause: Residual oil stains from food vendors

Cost: \$1015 – as per example above

The cost of cleaning varies depending on the nature of the stain and the type of surface requiring stain removal. **Hourly fee of \$123.00** + GST applies for a minimum of 3 hours. In addition, Cold wash \$3.80 + GST per m² and Hot wash \$5.35 + GST per m². These prices are subject to change without notice.

Prevention: Provide ground protection under all cooking areas. E.g. Temporary flooring or rubber matting.

Impact: Aesthetically unattractive public spaces and amenities.

Lawn damage



Cause: Heavy vehicle driving over soft, unprotected lawns.

Turf Replacement and Install Cost: \$16.94 per m² to \$20.35 per m² (supply and install of turf)

Sand and Soil Cost: \$198 per m³ to \$412.50 per m³ (supply and place sand/soil by hand) or \$77m³ to \$143.00m³ (supply and place sand/soil by machine).

Preparation Cost: \$1075 per day or \$5 per m² (preparation of turf laying areas)

Prevention: Ensure all vehicles remain to paths/hard surfaces. Or if access is required, turf protection matting must be used to create a vehicle pathway before accessing the lawns. Turf tyres to be fitted on forklift and track matting to be used at unloading site. Unloading area moved to non-turfed locations.

Impact: Lawn made unavailable due to re-turfing.

Tree damage



Cause: Truck driving into and destroying a tree or clipping tree limbs

Cost: Approximately \$27,683 (full mature tree replacement)

Prevention: Large vehicle movements to be executed under security/marshal escort. Vehicle movement routes to be pre-determined.

Impact: Tree removed completely, health of mature trees impacted.

Trampled garden beds



Cause: Patrons walking through unprotected garden beds

Cost: \$2563.50; approximately \$103 per m2

The total cost includes
De-compaction of bed
Supply and planting (5 x 150mm pots per m2)
Mulching
Maintenance to establishment

Costs could be higher if the garden bed contains plants that are rare or expensive to source.

Prevention: Fencing of the sensitive area as well as marshalling to prevent patrons walking over or removing fencing.

Impact: Park and garden aesthetics displeasing and mature plants destroyed.

Compacted turf



Cause: Concentrated foot traffic and/or vehicle traffic

Aeration Cost: \$825 to 1379.40 (>1 Hectare) or \$935.00 to 1633.50 (< 1 Hectare)

Fertilising Cost: Approximately \$0.09c per m2. (> 1000m2) - \$0.15c per m2(< 1000m2)

Oversowing Cost: \$1958 to \$2882 per hectare (using tractor mounted seeding machine at 250kg per Ha) or \$115.50 to \$501.60 per 100m2 (using hand seeding machine)

Prevention: Reduced foot or vehicle traffic in the affected area. Detour routes to be made available. Consideration of high traffic areas and use of matting.

Impact: Area made unavailable to the public during turf reinstatement.

Damaged irrigation services



Incident: Pegging into the turf without approval

Cause: Securing water pipe along ground

Cost: \$72 per hour + cost of materials

Prevention: Cable traps to be used to secure the pipe but also to highlight tripping hazard

Impact: Utilities interrupted and excavation required for repair.

Damaged underground irrigation services



Incident: Turf damage due to vehicle movements in wet area.

Cause: Regular vehicle movements over a leaking irrigation asset.

Cost: \$72 per hour + cost of materials to repair irrigation. \$17.81m2 to repair turf.

Prevention: Water points to be marked prior to site layout.

Impact: Underground water services are damaged causing service disruption and turf requires replacement/regeneration.

Leftover event waste



Incident: Miscellaneous litter and building materials left behind after site clean-up.

Cause: Clean up not completed.

Cost: First two hours \$64.10 +GST. Plus plant and equipment costs.

Subsequent hours at \$85.40 +GST. Plus plant and equipment costs.

Prevention: Thorough post-event clean of all event spaces after the conclusion of bump out.

Impact: Punctured tyres on parks maintenance vehicles or lawn mower damages. Site is not safe for public.

Assets surrounding event site damaged



Incident: Truck delivering event infrastructure damages street sign.

Cause: Truck requiring larger turning area mounted curb to enter event site.

Cost: \$236-338.50 (approximately) price can vary dependent on the sign-type and installation requirements.

Prevention: Pre-plan delivery route for event infrastructure taking into consideration vehicle size and road width.

Impact: Critical road safety signage not in place until replacement.

Uneven surfaces



Incident: Heavy vehicle movement and heavy infrastructure placement through the site when wet.

Smudging Cost: \$1075.18 per day.

Prevention: Use of protective matting for vehicle movements and hard surfaces to distribute load of heavy pieces of infrastructure. Limiting vehicle movements during wet weather.

Impact: Post event trip hazards when site is re-opened to the public. Aesthetically displeasing.

Public toilets



Incident: Public toilets in the event precinct or near the perimeter of the event site are not maintained.

Cause: Not appointing a cleaning contractor to maintain the increased use of existing toilets in the event site or along the entrance/exit route to the event.

Cost:

Toilet Attendant –

Mon-Fri \$41 per hour

Sat \$51.30 per hour

Sun \$56.40 per hour

Public Holiday \$66.65 per hour

Toilet Clean –

Mon-Fri \$82 per clean

Sat per \$103 per clean

Sun per \$113 per clean

Public Holiday \$133.30 per clean

***The above costs will be charged if the parks contractor is required to carry out unscheduled cleaning. Events Melbourne recommends you notify the parks contractor to arrange additional cleans and re-stocking (as per the prices above) throughout the duration of the event.**

Prevention: Identify cleaning of any existing toilets in the waste management plan and discuss the possibility of increased use with City of Melbourne to determine if additional cleans or re-stocking is required.

Impact: Toilets become unavailable for public use due to post event cleaning and re-stocking. Contractor removed from other duties to attend to cleaning.

Good practice

Protecting irrigation services



Example: Identifying and protecting irrigation points. Cable traps identify tripping hazards.

Method: Cordoning off with fencing or similar

Cost: Nil

Prevents: Replacement of irrigation assets

Result: Irrigation services can resume post-event without disruption. No reinstatement costs

Protecting garden beds



Example: Protecting garden beds

Method: Cordoning off with fencing or similar material.

Cost: Nil due to protective fencing

Prevents: Trampled garden beds and avoids placement of infrastructure in proximity to plants

Result: Existing plants can remain in full health and can be accessed for watering during the event.

<p>Adhering to tree protection zone (4.5m)</p> 	<p>Example: Minimum distance maintained between event infrastructure and trees</p> <p>Method: Maintain minimum 4.5m from tree trunks</p> <p>Cost: Nil</p> <p>Prevents: Damage to root systems due to heavy infrastructure or damage to limbs.</p> <p>Result: Tree maintenance tasks can continue throughout the event and health of tree is not compromised.</p>
<p>Using protective matting</p> 	<p>Example: Placing matting beneath food stall</p> <p>Method: Rubber mats or similar non-trip or slip surfaces under cooking and preparation areas</p> <p>Cost: Nil</p> <p>Prevents: Oil staining and damaged turf</p> <p>Result: No turf reinstatement charges incurred and park quality can be maintained for public use after event</p>
<p>Protecting soft ground</p> 	<p>Example: Area identified because it is soft under foot or is already damaged prior to event</p> <p>Method: Fencing or other material used to cordon area away from public, infrastructure and vehicles</p> <p>Cost: Nil</p> <p>Prevents: Excessive turf damage, patron injuries, and underground irrigation damage</p> <p>Result: Site is made safe and area is not made worse by event vehicles and patron traffic</p>

For more information

- Contact the City of Melbourne Planning and Logistics Team on 03 9658 8008
- Visit the [City of Melbourne website](#)
- Visit the City of Melbourne [Event permit applications webpage](#)