



## 2019 Blazing Swan Theme Camp & Artwork - Safety & Compliance Package

Thank you for being part of Blazing Swan.

Blazing Swan is an experiment in temporary community. Our structures and activities don't always fit neatly into the regulatory boxes of the 'default world', but Federal, State and Local laws and regulations still apply, as do the legal commitments we make and must deliver on to landowners and government agencies.

*The success of every Blazing Swan event, and the long-term future of Blazing Swan in Western Australia, is always dependent on the commitment and performance of Theme Camps, Artists and all other participants in keeping themselves and fellow participants safe from harm or injury, and minimizing our impact on the environment and the working farm that hosts Jilakin Rock City.*

Blazing Swan offers Theme Camps and Artists lots of space and considerable freedom to create and do the extraordinary, however these also place responsibilities on the Camp/Artwork Lead which if disregarded, may attract legal or financial liabilities, or threaten the longevity of the Blazing Swan event.

*It is a non-negotiable Blazing Swan policy and a State (WA) law requirement that registered Theme Camps and Artworks be designed, constructed, operated and maintained so as to not cause injury to people, or property, or harm to the environment.*

*It is a State and Local law requirement that Theme Camps and Artworks not be opened to or entered by the public (i.e. Blaze attendees), until both its "Responsible Person" and "Competent Person" have signed a "Statement of Construction", and it is accepted and registered by the Fun Police at Event HQ (Camp Hart).*

Your signed *Statement of Construction* provides confirmation that the camp and/or artwork is designed and constructed and will be operated and maintained in compliance with applicable structural, safety and public health requirements. It also assigns responsibility and legal liability to the signatories.

The Camp Lead (or Artwork Lead) is the *Responsible Person* of a registered Theme Camp or Artwork at Blazing Swan, and assumes primary legal liability and practical responsibility for ensuring their camp and/or artwork is designed, constructed and operated in compliance with all applicable structural, safety and public health requirements – and people are not exposed to unreasonable risk of injury/harm.

The *Responsible Person* is required to either be or provide a "Competent Person", meaning a person of demonstrable practical knowledge and experience, to confirm (and will share legal liability and practical responsibility for confirming) the camp/artwork complies with the technical and practical aspects of the various applicable Blazing Swan policies and legal/legislative requirements, including:

- Camp/Art structure(s) are erected as per the manufacturer's instructions and/or the Structural Engineer certified drawings;
- Adherence to applicable 2019 Blazing Swan Theme Camp and Artwork Design Requirements,
- Adherence to applicable fire, pyrotechnics, sound and laser safety policies and laws;
- Diligent daily safety inspections and completion of the Daily Safety Inspection form; and
- That reasonable care is always taken to prevent structures or activities causing injury or harm to people, property or the environment.



## Key Actions for Theme Camp and Artwork Leads

- Prior to 16 February 2019, Camp/Artwork Leads must register their *Competent Person* for their camp/artwork AND input the design specifications of their public-accessible art/camp structures, via this online spreadsheet: <https://drive.google.com/file/d/1wxyvf0weRJroB7Kqi4Jjv2I8dM-I39Z/view?ts=5a484f81>
- Before you mobilise your build/construction crew to travel to site:
  - Ensure you have submitted all required information required by the above-referenced spreadsheet, and if applicable, emailed your structural engineering certifications to the Fun Police via [safety@blazingswan.com.au](mailto:safety@blazingswan.com.au)
  - Print this entire package (including the forms) and bring with it with you.
- If arriving early before gates open to the public to build your camp/artwork, and/or remaining after gates close to breakdown and clean-up):
  - Before starting work, ensure all your build/construction crew complete the Theme Camp OHS induction and get familiar with site rules, muster points, evacuation points and radio protocols.
  - When doing build or breakdown work before, during or after the event, manage your activities and crew in general accordance with the Generic Site Induction and Worksafe construction site rules. It is your crew's shared responsibility to each other and the public safe, but Theme Camp leads need to provide the leadership and positive safety culture.
- Before gates open to the public (or as soon as possible after they do):
  - When you have finished both external construction and internal fit-out of your camp/artwork, and **BEFORE YOU OPEN** your camp/artwork to the public, the Camp Lead and *Competent Person* must complete the attached *Statement of Construction* form and submit it to the **Fun Police** at Event HQ. Based on 2017 and 2018, this only takes 10 to 15 minutes at HQ.
  - After your SCC form is accepted, you will receive a shiny sticker to apply inside your camp in a very visible location. This sticker indicates to BSI, the Shire of Kulin and all Blaze attendees, that your camp is safe to enter and authorized to allow public access/entry. Show it with pride.
- Each morning at Blaze:
  - Perform daily safety inspections using the *Daily Safety Inspection form*. Extra inspections should be performed after rain or high winds. Completing the form (which you must return to us before you depart site) helps us secure lower insurance costs and keep the Shire happy.
- Before departure from Jilakin Rock City:
  - Remove all MOOP. Leave No Trace.
  - Return your completed Daily Safety Inspection Form to Event HQ.

If you have questions, contact the Blaze Fun Police at [safety@blazingswan.com.au](mailto:safety@blazingswan.com.au) or come find us at Blaze HQ. We're here to help you navigate the hoops of bureaucracy, and keep all of you, and the fun of Blazing Swan, alive.



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## THEME CAMP AND ARTWORK COMPLIANCE REQUIREMENTS

(compiled from State and Shire regulations, and Blazing Swan policies)

All requirements applicable to your camp/artwork must be implemented.



#	Requirement	Source
<b>Generators &amp; Fuels</b>		
A1	Electrical generators to be sited within middle of camps to minimise both noise and exhaust/air quality impacts on neighbours.	HPBR/ABCB
A2	Non-silenced generators are strongly discouraged and will not be allowed in the quiet/chill zone.	Blaze NMP, EP Noise Regs
A3	Fire extinguisher (ABE; 4.5kg) fixed to a post within 3m of any generator.^	ABCB 4.2.3
A4	Generators and distribution switchboard is secure, test-tagged, labelled with custodian details.	ABCB
A5	Generators are not to be buried in the ground, or clad with combustible insulating material.	Blaze RMP
A6	To prevent possible soil/water contamination, store all fuels within a leakproof bund/container with capacity to hold 110% of the largest fuel container. Use a tarp to cover the bund-container to prevent rainwater collecting in the bund/container. Do not store fuels inside enclosed publicly accessible spaces.	HPBR/EP Act
A7	All generators are to be labelled with the name, camp/artwork name and emergency contact for the person(s) responsible for the generator and connected distributor box/switchboard.	HPBR/Blaze EMP
A8	The final placement of personally-sourced Theme Camp/Artwork electrical generators and/or fuel storage area must be provided to HQ for recording on the site emergency plan map.	Blaze EMP
<b>Structural - Design Requirements</b>		
B1	Structures to be erected on stable ground with secure anchorages that will remain secure if ground gets wet.	Kuin Health Local Laws
B2	Anchorages to be designed and installed to prevent lift, fall or release of structures in wind.	KHLL
B3	Structures to be designed and constructed with suitable materials to prevent sudden snapping failure in wind.	KHLL
B4	Purchased structures are to be erected in accordance with the manufacturer instructions.	HPBR/Blaze
B5	Generally, custom-made (non-scaffold) structures over 3m height or >50 m2 of enclosed space will require Structural Engineer certified drawings.	HPBR/Blaze
B6	However, any custom-made (non-scaffold) structures of concern to the Blaze Risk Team and Theme Camp Coordinator may also require Structural Engineer certified drawings.	HPBR/Blaze
B7	The structural integrity and safety of scaffold-built structures must be certified on-site, in writing, by a licensed (and insured) scaffolder that is pre-accepted by Blazing Swan Incorporated.	HPBR/Blaze
B8	Ground pegs are all capped to prevent spike injuries	HPBR/Blaze
B9	Hanging/elevated equipment (including speakers, lights, decore and FX are double-secured to ensure they will not fall.	HPBR
<b>Structural - Construction Requirements</b>		
C1	Purchased or hired structures are to be erected in accordance with the manufacturer instructions.	KHLL/Blaze RMP
C2	Custom structures are to be erected in accordance with the Structural Engineer certified drawings.	KHLL/Blaze RMP
C3	The maximum safe windspeed for occupancy of a publicly accessible structure must be known by the Theme Camp Lead and communicated prior to public opening to the BSI Risk Dept Lead.	KHLL/Blaze RMP
C4	Wall and roof bracing is installed and adequately tensioned.	KHLL/Blaze RMP
C5	All ropes and tensioned straps are in good order, correctly fastened and adequately tensioned.	KHLL/Blaze RMP
C6	Fabric and wall cladding is secure, tensioned and not prone to ponding.	KHLL/Blaze RMP
C7	Exposed rope, stakes and ballast accessible to public are identified, flagged and do not present a hazard to the public.	KHLL/Blaze RMP
C8	All locking pins and bolts are in place and correctly tensioned.	KHLL/Blaze RMP
C9	Rope and pole tent hoists are secure and can only be released by an authorised person.	KHLL/Blaze RMP
C10	All structural supports are to be secure and in sound condition.	KHLL/Blaze RMP
C11	Fabric must have no unrepaired tears that compromise structural integrity or user safety.	KHLL/Blaze RMP
C12	Flooring is even and there are no tripping hazards.	KHLL/Blaze RMP
C13	Rope and pole tents must have their full complement of side uprights, anchor stakes, pull blocks and guy ropes.	KHLL/Blaze RMP
<b>Electrical &amp; Lighting - Design Requirements</b>		
D1	RCD Safety Switch installed between power source and users	HPBR/ABCB

D2	RCD Safety Switch has been tested and tagged to confirm it is functioning correctly.	HPBR/ABCB
D3	All camps that are accessible to public/attendees at night must provide sufficient lighting to allow safe entry, internal movement and egress. Emergency lighting is also required, ideally powered by a separate electrical circuit,[but 'after-dark' sensor lights may be used as a minimum solution].	HPBR/ABCB [Blaze]
D4	PA/Sound and FX lighting on different circuit from other power/lighting circuits.^	HPBR/ABCB
D5	Power extension cables & cords are tested/tagged, or new	HPBR/ABCB
D6	Electrics protected from water (rain, flood, spills)	HPBR/ABCB
D7	Electrics are inaccessible to public (installed/secured overhead, or beneath cable mats.)	HPBR/ABCB
D8	Lights/Equipment and open plugs protected from water (rain, sheet flooding, spills)	HPBR/ABCB
D9	Generators have an earth spike installed into ground (if required/fitted)	HPBR/ABCB
D10	Generators and distribution box/switchboard are secured from public access.	HPBR/ABCB

#### Laser Safety

E1	Handheld lasers are prohibited at Blaze. Fixed installation lasers may be allowed if Blaze accepts your pre-event application for registration. Specific requirements apply for Class 2, Class 3 and Class 4 lasers. Contact the Blaze Risk ('Fun Police' Team for more details.	Radiation Safety Act / BSI Laser Management Policy
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#### Fire Safety - Design Requirements

F1	All temporary structures should have at least 1.5 metre separation.	ABCB 4.1.3
F2	And a 6-metre fire truck-accessway should be maintained between Theme Camps.	ABCB 4.1.3
F3	Tent fabric and interior decorations should not be made of highly flammable fabric/materials.	HPBR/ABCB
F4	Exits from enclosed spaces >24m2 are not to be covered, especially not by flammable curtains.	HPBR/ABCB
F5	No open candles, fire, flames or gas heaters inside tents, or within 5 metres of tents.	ABCB 4.1.3
F6	Candles are to be enclosed in deep sand-weighted glass-jars.	HPBR
F7	Signs stating 'No Smoking' within enclosed spaces accessible to the public.	HPBR
F8	Burn barrels must be positioned and managed as per a valid Blaze Burn Barrel Permit*	Blaze FMP/BFCA
F9	A smoke alarm should be installed in enclosed public spaces where the public may fall asleep.	ABCB

#### Enclosed Space Exits - Design Requirements

G1	At least one 2m-wide exit from an enclosed space with an occupancy capacity <25 person.	ABCB 4.3.2
G2	At least two 3m-wide exits from an enclosed space with an occupancy capacity >50 persons.	ABCB 4.3.2
G3	At least three 4m-wide exits from an enclosed space with an occupancy capacity >200 persons.	ABCB 4.3.2
G4	The 2-metre minimum height applies to any 3m or 4m-wide exit. Blaze may allow a reduced minimum height of 1.8 metres for enclosed spaces with occupancy less than 25 persons.	ABCB 4.3.3
G5	Exits to be kept unobstructed and discharge into open space (i.e. nothing blocking escape).	HPBR/ABCB
G6	Exits to be marked with an overhead EXIT signs that are illuminated by a dedicated safety lighting circuit, or are photo-luminiscent [and/or installed under a suitably bright "after-dark" triggered solar-charged light.]	HPBR/ABCB [Blaze]

#### Fire First Response - Design Requirements

H1	Fire extinguisher, AB(E); 4.5 kg, fixed to a post within 2m of a <3kVA generator or switchboard^	ABCB 4.2.3
H2	Fire extinguisher AB(E), 9.0 kg fixed to a post within 2m of a >3kVA generator or switchboard.^	ABCB 4.2.3
H3	Fire extinguisher AB(E), ≥4.5 kg, fixed to a post within 5m of each entry/exit.^	ABCB 4.2.3
H4	Fire extinguisher AB(E), ≥4.5 kg, fixed inside to a post for every 100 m2 of enclosed dancefloor, workshop or lounge space that has occupancy capacity of >50 persons.^	ABCB 4.2.3
H5	Fire blanket, wet towel in bucket, or sand bucket, in any kitchen^	HPBR/ABCB

#### Solid and Liquid Wastes

I1	Kitchen/Serving Bar has both general waste bins and recycling bins.	HPBR/KHLL
I2	Kitchen/Serving Bar to capture all liquid grey/black wastewater in secure containers for off-site disposal in accordance with State/Shire laws and the Blazing Swan "Leave No Trace" principle.	HPBR/KHLL
I3	Kitchen/Serving Bar has hand-washing facilities	HPBR/KHLL
I4	Kitchen/Serving Bar is clean, tidy and hygienic at all times.	HPBR/KHLL
I5	Facilities are available to keep perishable food cool and hygienic.	HPBR/KHLL
I6	Camp waste is not left open to air/flies or wind.	HPBR/KHLL

#### Sound - Design Requirements

J1	PA loudspeakers to face toward lake (unless otherwise agreed by the Theme Camp Coordinator.)	Blaze NMP
J2	To avoid community impacts/complaints, PA subwoofers are to be used in moderation after midnight, and ideally not used after 3am if there are <25 people dancing on the dancefloor.	Blaze NMP
J3	Sound systems in the quieter theme camp zones should not exceed 300w RMS.	Blaze NMP
J4	High power professional PA sound systems to be sized and operated with regard for the total cumulative noise levels emitted from the Blazing Swan site, and respect for the local farming community affected by noise emitted over 7 days and nights from Jilakin Rock City.	Blaze NMP

J5	In respect for the solemn and spiritual nature of the Temple burn ceremony, no amplified music or loud activity is to occur two hours prior, anytime during, or one hour following, the Temple burn ceremony - unless approved beforehand by the Blazing Swan Event Manager.	Blaze NMP
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#### Other

K1	Each theme camp must have a First Aid Kit and a Torch.	Blaze RMP
K2	Vehicles are parked inside camp boundaries; not parked on/over designated roads or access-ways.	Blaze RMP
K3	Parked vehicles within camps are aligned parallel to slope and kept in park/gear.	Blaze RMP
K4	Large theme camp layouts should include a 3m wide internal clearway for fire/medical access.	Blaze RMP
K5	All theme camps must have an 80-channel CB radio, so they have direct radio contact with HQ on CB Channel #13 in case of an emergency.	Blaze RMP
K6	Every theme camp with a dance floor should keep an emergency torch beside the DJ booth.	Blaze RMP

#### Compliance Assurance

L1	Every registered Theme Camp and Artwork must provide a "Competent Person", with demonstrable practical knowledge and experience, to assume legal and practical responsibility for ensuring the camp and/or artwork complies with all the applicable structural, safety and public health requirements, and will not cause injury to people or harm to the environment.	HPBR & Blaze RMP
L2	It is a legal requirement that Theme Camps and Artworks not be opened to or entered by the public or Blaze attendees, until the "Competent Person" signs a "Certificate of Construction Compliance" that confirms all the applicable requirements are met, and the signed certificate is delivered to and accepted by Blaze Org at HQ.	HPBR & Blaze RMP
L3	The Competent Person must confirm the structure is erected as per the instructions and/or the Structural Engineer certified drawings, and other applicable State/Shire and Blaze Org design and operating requirements. The Competent Person is also legally responsible for ensuring the Camp or Artwork is inspected and maintained daily to ensure it remains safe for event attendees and will not cause injury to persons or harm to the environment.	HPBR & Blaze RMP
L4	The completed Daily Safety Checklist must be returned to Blaze Org at HQ on departure from site.	HPBR & Blaze RMP

#### References

HPBR	WA Health (Public Building) Regulations 1992, Health Act 1911/2016 and related DoHealth published guidelines.
KHLL	Kulin Health Local Law 2016, and DoHealth Guidelines for Concerts Events and Organised Gatherings 2009.
ABCB	Australian Building Code Board - Temporary Building Standard, 2015
Blaze EMP	Blazing Swan Emergency Management Plan 2019
Blaze FMP	Blazing Swan Fire Management Plan 2019, guided by compliance with Bush Fires Control Act 1954 and regulations.
Blaze NMP	Blazing Swan Noise Management Plan 2019, guided by compliance with the Env Protection (Noise) Regs 1997.
Blaze RMP	Blazing Swan Risk Management Plan 2019, and related event approval conditions.

Your feedback and questions are welcomed. Contact: [safety@blazingswan.com.au](mailto:safety@blazingswan.com.au)



**SHIRE OF KULIN**

**STATEMENT OF CONSTRUCTION**

I, being the owner/agent/responsible person confirm that the equipment/structure below has been installed at the nominated location and has been constructed in accordance with the engineers/manufactures data.

Date: \_\_\_\_\_

Type of Structure/s: TEMPORARY STRUCTURE(S) FOR: \_\_\_\_\_  
\_\_\_\_\_

Location: KULIN RACEGROUND, JILAKIN ROAD, JILAKIN

Event: BLAZING SWAN 2019: AS HAPPY AS LARRY

**ANY OF THE FOLLOWING MAY SIGN THIS NOTICE:**

The owner, manager, trustee or nominated person who has been given authority to hold an event by the Shire of Kulin OR has the clear and present competency to undertake the works.

Signature: \_\_\_\_\_

Owner/Agent/nominated responsible person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

This form must be signed by any person wishing to erect:

- temporary structures such as circus tents, display shelters, spectator stands, marquees or temporary stands/stages
- any lighting tower,
- temporary movie screen (solid or air-curtain type), or
- stage greater than 12m<sup>2</sup> in area and/or greater than 300mm in height.

## Shire of Kulin Generic Temporary Structure Check List

The following check list identifies the elements requiring checking prior to the facility being used:

		Yes/No
1	Anchorage are adequate and holding fast.	
2	Describe the soil type and identify ground-holding parameters.	
3	Wall and roof bracing is installed and adequately tensioned.	
4	All ropes or tensioned straps are in good order and correctly fastened.	
5	Fabric is tensioned and not prone to ponding.	
6	Exits are correctly identified and not obstructed.	
7	Exposed ropes and stakes are identified and will not be a hazard to the public.	
8	All locking pins and bolts are in place and correctly tensioned.	
9	All structural supports are sound: <ul style="list-style-type: none"> <li>• Fabric has no un-repaired tears.</li> <li>• Flooring is even and there are no tripping hazards.</li> <li>• Walls are adequately secured.</li> <li>• Rope and pole tent has its full complement of side uprights, anchor stakes, pulley blocks and guy ropes.</li> </ul>	
10	Rope and Pole tent hoists are secure and can only be released by an authorised person.	

### SPECIAL STATEMENT OF CONSTRUCTION COMPLIANCE FOR BLAZING SWAN 2019

We, the Theme Camp / Artwork Lead and Competent Person(s) for \_\_\_\_\_, confirm and accept legal liability and practical responsibility for ensuring this camp and/or artwork is designed, constructed and operated in compliance with the applicable structural, safety and public health requirements – and that people will not be exposed to unreasonable risk of injury/harm.

	Name	Address	Phone	Drivers License #	Date	Signature
Theme Camp Lead (Responsible Person)						
Theme Camp Competent Person(s)						

### Blaze HQ Admin Use Only

	HQ Reviewer Name:	TC/A Log Record #	Accepted Date:	Accepted Time:	Site Plan hazard layer data update
Form checked and accepted by:					
		Item ID#	Log Record #	Signature	
Related Registrations:	Fire / Burn Barrel:				
	Laser:				
	Flame FX:				
	Mutant Vehicle:				

