

## Tips for Safety & Event Organisation

**We recommend that people make themselves aware of the public health authorities' advice and only do whatever neighbourly actions that are safe to do.**

Visit <https://www.health.gov.au/> to stay up to date and informed, so that you can keep your neighbourhood healthy.

### Stay Safe

While Relationships Australia, as the home of Neighbours Every Day, is unable to assist organisers in risk and safety management, we have curated some helpful tips and ideas that you should keep in mind when planning your neighbourly actions and event(s). These are intended as a guide only and are not provided as advice or as a substitute for each individual event's risk and safety strategy.

Any risks associated with the conduct of Neighbours Every Day and Neighbour Day events are the responsibility of the host, individuals, organisations and their neighbourhoods and communities.

The wellbeing of all participants should be considered in event planning.

Consideration should also be given to keeping everyone attending an event safe, particularly children and / or other vulnerable people.

Some tips are:

- follow current public health advice
- stick to an invitation-only event
- work with the local councils or relevant authorities in respect to road blocking permissions
- ensure responsible service of alcohol if alcohol is being consumed
- observe fire bans
- be careful near lakes, rivers, and other bodies of water

Also, ask your guests to keep an eye out whilst at the event, safety is everyone's responsibility.

And a good neighbour always ensures that their guests get home safely. It's helpful to be prepared with taxi or ride share phone numbers to provide to guests if they require assistance.

## Contact your local council or shire

Many local councils and shires are supportive of initiatives to strengthen their community. Councils across Australia are also signing on as Very Neighbourly Organisations to show that they support the Neighbours Every Day ethos.

In support of Neighbours Every Day and Neighbour Day community involvement, some councils offer assistance through free loans of barbecues, portable coffee machines, cricket sets and more.

If you are planning a street party or an event in a local park, it's also important to contact your council or shire to see if you need permission or a permit to host your event.

## National Parks and other state or territory parks

Many people choose to celebrate in one of our many awesome national parks or state recreation areas and invite people to bring themselves and some food and drink to meet up and share.

It's a great idea to get outdoors with your community. Parks and other land managers have asked that if you decide to arrange a neighbourly get together on public lands, that you check with them in advance to ensure there are no clashes.

They often book out sites for other special events, and it is important to be neighbourly - and not take over a site with your unexpected (!) neighbourly crowd.

**You may find that depending on the size of the activity that a permit is required, so be sure to check beforehand.**

Just Google your local national park service, state recreation area or public land manager and it should be easy to find the contacts.

Don't forget to register your event to share your plans with Neighbours Every Day.