

# **WALSH BAY ARTS AND CULTURAL PRECINCT**

## **STATE SIGNIFICANT DEVELOPMENT APPLICATION**

**SSDA 8671**

### **APPENDIX 10:**

#### **OPERATIONAL PLAN OF MANAGEMENT**

# Walsh Bay Arts and Cultural Precinct

## Operational Plan of Management 2017

*Issued*

### Version

V 1. 3

### Dated

10 October 2017

### Document Control

Version	Date	Description
0.1	5/9/2017	Initial DRAFT report initial feedback - K Murray Cultural Infrastructure Program Management Office (CIPMO)
1.0	20/9/2017	DRAFT Post Report Collation (other consultants) of the OPM distributed to Cultural Infrastructure Program Management Office - Arts, Screen and Culture Division and INSW
1.1	25/9/2017	Amendment & Issues post review CIPMO
1.2	29/9/2017	Issue for SSD post CIPMO comment
1.3	10/10/2017	Minor Revision Issue CIPMO

# **Table of Contents**

<b>1. The Project</b>	<b>4</b>
<b>2. Purpose of the Operational Plan of Management</b>	<b>6</b>
2.1 Secretary's Environmental Assessment Requirements (SSD 8671)	6
<b>3. Precinct Vision and Principles</b>	<b>7</b>
3.1 Walsh Bay Arts and Cultural Precinct Vision	7
<b>4. Precinct Governance</b>	<b>8</b>
4.1 Governance Model	8
4.2 Create NSW	8
4.3 The Precinct Manager	8
4.4 WBACP Key Stakeholders	9
4.4.1 Walsh Bay Precinct Association	9
4.4.2 Tenants and Hirers	9
4.4.3 Other Authorities	9
<b>5. Hours of Operation</b>	<b>10</b>
5.1 General Hours of Operation	10
<b>6. Access and Egress</b>	<b>11</b>
6.1 Access and Egress to WBACP	11
6.2 Waterfront Edge Protection	11
<b>7. Wayfinding and Signage</b>	<b>13</b>
7.1 Wayfinding and Signage Strategy	13
<b>8. Emergency Management and Incident Response</b>	<b>14</b>
<b>9. Security Management</b>	<b>15</b>
9.1 General Security Strategies	15
9.2 Electronic Security Strategy	15
9.3 Security Management Strategy	15
<b>10. Transport and Traffic Management</b>	<b>16</b>
10.1 Operational Traffic Management Plans	16
<b>11. Noise Management</b>	<b>18</b>
11.1 Precinct Noise Criteria	18
11.1.1 Precinct Noise Goals	18
11.2 Noise Management	18
<b>12. Alcohol and Food Management</b>	<b>21</b>
12.1 Liquor Licence	21
12.2 Alcohol Management	21
<b>13. Workplace Health and Safety</b>	<b>23</b>

13.1	Role of RMS and Create NSW – Owners	23
13.2	Role of Precinct Manager	23
13.3	Emergency Control Organisation	24
13.4	Role of Tenants and Hirers	24
13.5	Risk Management	25
13.6	Consultation	25
13.7	Serious Injury or Illness, A Death or A Dangerous Incident	25
13.8	Reviews	25
13.9	Other Safety Considerations	26
13.9.1	Material Safety Data Sheets (MSDS)	26
13.9.2	Safety Certifications	26
<b>14.</b>	<b>Infrastructure and Service Management</b>	<b>27</b>
14.1	Temporary Structures	27
14.2	Temporary Plant Equipment	27
14.3	White Cards for All Construction Work	27
14.4	Working at Heights	27
14.5	Confined Spaces	28
14.6	Asbestos, Lead and Contaminants	28
14.7	Dive Work	28
14.8	Electrical Work	28
14.9	Cranes, Forklifts, Elevated Work Platforms and Hoists	28
14.10	Boom, Scissor Lifts or Elevating Work Platforms	29
14.11	Hazardous Materials and Chemicals	29
14.12	Gas	29
14.13	Children Within Work Zones	29
14.14	No Parking on Site	29
14.15	Worker Behaviour	30
<b>15.</b>	<b>Waste Management</b>	<b>31</b>
<b>16.</b>	<b>Community Consultation and Complaints Management</b>	<b>32</b>
16.1	Communication	32
16.2	Complaints Management	32
<b>17.</b>	<b>Conclusions and Recommendations</b>	<b>33</b>
	<b>Appendix 1: WBACP Draft Emergency Management Strategy</b>	<b>34</b>

# 1. The Project

---

The NSW Government is committed to the development of a public arts and cultural precinct at Walsh Bay. Infrastructure NSW is acting on behalf of the client, Arts, Screen and Culture Division in preparing this State Significant Development Application (SSDA) for the Walsh Bay project.

This SSDA will seek approval for the construction and operation of Pier 2/3 and Wharf 4/5 for arts and cultural uses with complementary commercial and retail offerings to activate the precinct.

The site generally comprises Pier 2/3, Wharf 4/5, and Wharf 4/5 Shore Sheds. The site has a street frontage to Hickson Road as shown in Figure 1. The site is part of the Walsh Bay area, which is located adjacent to Sydney Harbour within the suburb of Dawes Point.



**Figure 1 - Site Location (Source: Google Maps)**

The scope of the project is as follows:

## **Pier 2/3**

- The adaptive re-use providing new arts facilities including performance venues for the Australian Chamber Orchestra, Bell Shakespeare and Australian Theatre for Young People.
- Retaining a large heritage function /art space for events such as Sydney Writers Festival, Biennale of Sydney and a wide range of functions and artistic events.
- A series of stairs, external lift and balconies designed as a contemporary interpretation of the original gantries reflecting the precinct's former industrial heritage.
- Modifications to the roof.

#### **Wharf 4/5 (including Shore Sheds)**

- Refurbishment of the ground floor arts facilities and its associated Shore Sheds for Bangarra Dance Theatre, Sydney Dance Company, Sydney Philharmonia, Gondwana and Song Company.
- New commercial retail opportunities.
- A series of stairs, external lifts and balconies designed as a contemporary interpretation of the original gantries reflecting the precinct's former industrial heritage.
- Modifications to the roof.

## 2. Purpose of the Operational Plan of Management

---

The Operational Plan of Management (OPM) has been developed to support the State Significant Development Application (SSD 8671) for the Walsh Bay Arts and Cultural Precinct (WBACP). The OPM outlines the governance and key operational strategies and principles to be progressively developed into detailed operational programs, policies and procedures by the Precinct Manager.

The purpose of the OPM is to ensure that the operation of the WBACP:

- Will not generate any significant or unacceptable impacts on the amenity of residents of the locality.
- Will be safe for participants and members of the public.
- Will not damage the heritage fabric of the wharves.
- Will not interfere with the public enjoyment of the wharf aprons and public domain generally.
- Complies with the statutory requirements applicable to the Precinct.

The OPM may be amended to ensure it remains up-to-date with respect to legislation and/or government policy. Create NSW (who will be responsible for the ongoing management of the precinct) will also monitor the operational effectiveness of the OPM and may revise it from time to time to ensure the ongoing effectiveness and suitability in managing the Precinct.

All amendments that fall outside of the approved consent conditions will be reviewed in consultation with the relevant authorities and any resulting consent application, managed in accordance with the relevant approval requirements.

### 2.1 Secretary's Environmental Assessment Requirements (SSD 8671)

This report specifically addresses item 10 of the *Secretary's Environmental Assessment Requirements* ((SEARS) SSD 8671)) dated 1 September 2017 which requires:

*Include an Operational Plan of Management addressing day-to-day operations. The Plan shall include appropriate management and mitigation measures for dealing with larger numbers of visitors to the precinct when conducting events within the buildings.*

In addition, this report also reflects the key principles as provided by other specialist consultant reports for the project and the items identified in the *Safety in Design (SID)* process.

## 3. Precinct Vision and Principles

---

### 3.1 Walsh Bay Arts and Cultural Precinct Vision

The NSW Government has a vision to grow and develop the WBACP to become the arts destination hotspot on the Sydney Harbour foreshore. The masterplan includes the upgrading of theatre spaces and the overall Precinct to bring the 95-year-old wharf up to a state-of-the-art arts facility.

Key project objectives of the WBACP are to:

- Activate the Precinct with a unique cultural offering and visitor experience.
- Rejuvenate a vital piece of Sydney's waterfront cultural heritage, providing inter-generational benefits for the people of NSW.
- Provide facilities that better enable arts organisations to develop world class productions, experiences and deliver on their strategic visions.
- Create an operationally sustainable Precinct for Arts and the people of NSW.

The success of the WBACP is dependent, in part, on the extent to which the ongoing experience it delivers for all stakeholders and visitors reflects its essential character and aligns with known features of place making.

As a destination, it will be inclusive and accessible to all. As a cultural cluster, WBACP will be an ecosystem for creative production and cultural consumption where innovation and collaboration are to the precinct's operations.

In the day-to-day mode, the Precinct will be a place of recreation which reflects its heritage, harbour side location and unique sense of 'place' which actively engages with its surrounding arts, retail, commercial and creative tenancies. Providing facilities designed to be both accessible and flexible, suited to a wide range of arts and cultural activities.

The WBACP hosts a wide array of arts and cultural uses. It provides accommodation of performance and rehearsal spaces, artist studios and flexible function spaces that allow for diverse programming to ensure the Precinct is innovative, showcased and can engage visitors and the community in Sydney's rich cultural and artistic offerings.

Complementary amenities as well as commercial facilities that could include restaurants, cafes and bars also support the Precinct on a day to day basis.

The types of activities that may be held in the WBACP buildings include:

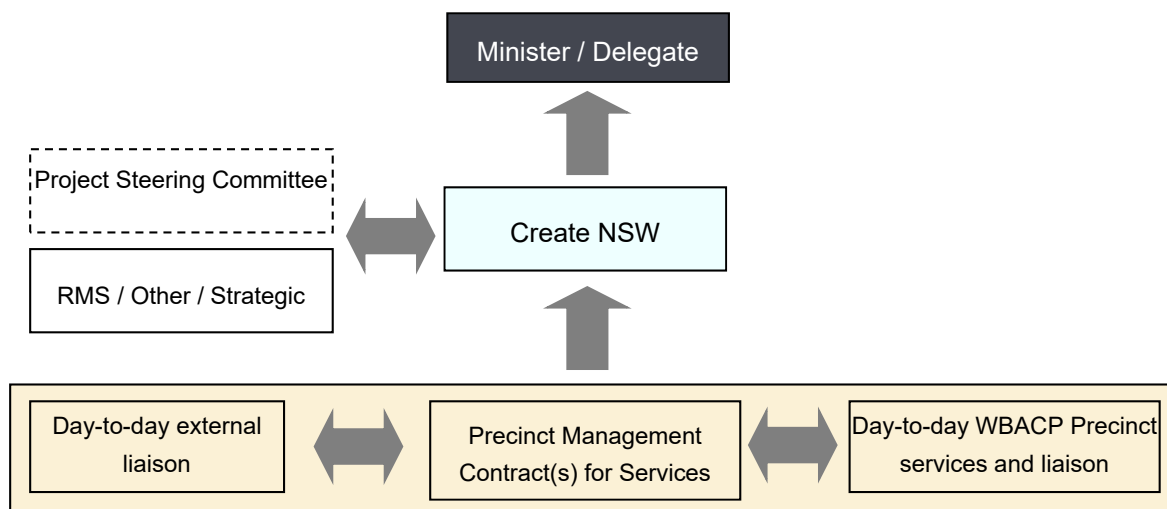
- Performances, installations and exhibitions.
- Corporate and commercial functions.
- Workshops for dance, choirs, children's performance.
- Complementary commercial and retail offerings.



## 4. Precinct Governance

### 4.1 Governance Model

The Governance approach for the operation of WBACP is represented in the figure below:



**Figure 2 - Precinct Governance**

### 4.2 Create NSW

Create NSW is the NSW Government's arts and culture policy and investment body with the overall responsibility for the WBACP. They are responsible for:

- Maintaining Precinct Governance.
- Management of WBACP.
- Facilitating stakeholder and expert input into the operation of WBACP.
- Contracting the delivery of Precinct Management services and monitors the performance of the WBACP Precinct Manager.
- Ensuring that the tenant sub-leases and agreements include:
  - An obligation to fulfil stated objectives for the precinct.
  - Aspects of the Precinct Charter specifying guiding principles and outcomes.

### 4.3 The Precinct Manager

The 'Precinct Manager' will be a function that has oversight of the Precinct operations. The Precinct Manager role will be fulfilled by either one or more persons and would be supplemented through provision of specialist advisers as required. The Precinct Manager will coordinate operational matters with the tenants and approve, monitor and oversee the operational activities in consultation with Create NSW and other relevant stakeholders.

The contact details of the Precinct Manager will be provided to the City of Sydney and NSW Police as well as other Government agencies and stakeholders, where relevant, for coordination and on-going operational management of the Precinct.

The Precinct Manager will approve all activities held within the WBACP with respect to compliance with operations in accordance to the requirements set out in the WBACP Operational Plan of Management 2017.

Key roles and responsibilities of the Precinct Manager include:

#### Management Services

- Precinct strategic planning.

- Precinct policy and procedures.
- Precinct reporting to Create NSW.
- Management of contractual obligations as relevant; and including Lease Arrangements and Agreements, the Walsh Bay Precinct Management Agreement (PMA), Strata Management Statement (SMS) and in meeting related conditions of easements, covenants and restrictions.
- Precinct representation and stakeholder liaison (Authority, Owners, Tenant & Public).

#### Operational Services

- Manage and coordinate outsourced specialists.
- Day-to-day: Operations, maintenance and Precinct cleaning, security and waste removal from the precinct.
- Events: program development and monitoring operations & delivery services.
- Logistics management and control.
- Minor works coordination / works approvals and compliance.
- WHS, incident and emergency response coordination (as they relate to the precinct rather than individual tenancies).
- Facility maintenance / cleaning (programmed / reactive) coordination.
- Access and security coordination.

#### Visitor and Event services

- Facility bookings.
- Event program and planning coordination.
- Event compliance and Development Application (DA) coordination, as relevant.

### **4.4 WBACP Key Stakeholders**

There are several other key stakeholders who will have input and responsibilities associated with the operation of the WBACP.

#### **4.4.1 Walsh Bay Precinct Association**

All landowners, residents and tenants within the greater Walsh Bay Precinct are bound by the Walsh Bay Precinct Management Agreement, a contract which establishes the Walsh Bay Precinct Association and sets out rules and regulations that dictate how the Precinct functions. The agreement explicitly sets out expectations and obligations of how to conduct business in the Precinct.

#### **4.4.2 Tenants and Hirers**

Tenants and Hirers are responsible for meeting their obligations as set out in their respective agreements for lease and / or hire with Create NSW.

Tenants and Hirers must work collaboratively with the Precinct Manager and advise and coordinate logistical matters.

Tenants and Hirers are responsible for tenancy fit-out, cleaning and maintenance related to their tenancy and / or operations and to the areas they occupy for the performance of their programs, including shared facilities.

#### **4.4.3 Other Authorities**

Several NSW Government and City agencies share a responsibility for event management and administer related legislation. Some agencies have specific responsibilities for assisting event planning and with the development of Event Emergency and Incident Response Plans.

## 5. Hours of Operation

### 5.1 General Hours of Operation

The table below provides the typical hours of operation for the various locations within the WBACP on a day to day basis.

The hours of operation for Wharf 4/5 and Shore Sheds 4/5 will be as follows:

Location	Use/Space/Facility	Monday – Sunday
Commercial Spaces 2 - 4	Retail core hours	1000 - 2200
	Café / Restaurant core hours	0600 - 0100*
	Logistics Waste Removal & Loading Dock Activities	0700 - 2200
	Other Logistics Activities	0600 - 0200
Arts Tenancies	Office	0800 - 1800
	Teaching / Rehearsals / Performance	0600 - 0100
	Logistics Waste Removal & Loading Dock Activities	0700 - 2200
	Other Logistics Activities	0600 - 0200

\* Core hours of commercial spaces 2-4 will be confirmed in fit-out development applications when the tenant is known.

The hours of operation for Pier 2/3 will be as follows:

Location	Use/Space/Facility	Monday – Sunday
Pier 2/3 Function Space and Australian Chamber Orchestra Function Space	Office	0800 - 1800
	Event / Production Hours	0600 - 0100
	Logistics Waste Removal & Loading Dock Activities	0700 - 2200
	Other Logistics Activities	0600 - 0200
Arts Tenancies	Office	0800 - 1800
	Teaching / Rehearsals / Performance	0600 - 0100
	Logistics Waste Removal & Loading Dock Activities	0700 - 2200
	Other Logistics Activities	0600 - 0200

**Figure 3 – General Hours of Operation**

## 6. Access and Egress

---

The section relates to the access and egress of people within the Precinct and their paths of travel to each of the various tenancy locations.

### 6.1 Access and Egress to WBACP

WBACP is being designed to adequately reflect the needs of all attendees including those with a disability and will comply with AS 1428.1 Design for Access and mobility, providing equitable and dignified access to people with mobility, vision hearing or intellectual disabilities.

The Public Domain areas (including Aprons) of the Precinct will remain open to the public on a 24 hours basis, and will only be modified during special events in accordance with an approved Event Management Plan.

A key principle which has been utilised for the design of the Precinct is the separation of Back-Of-House (BOH) operations from Front-Of-House (FOH) (spectator / visitor) movement, to provide a safe environment for everyone visiting the Precinct.

Key considerations for ensuring access to tenancies include:

- Access to the WBACP and its facilities must be maintained for emergency vehicles and/or owners/tenants of properties requiring access.
- The specific needs for disabled occupants must be addressed and appropriate evacuation measures implemented to ensure all occupants can be safely evacuated.
- A minimum width must be maintained for egress paths for pedestrians always. The width is to be determined following finalisation of the detailed designs.
- No loose items in egress path including furniture, display items, hire plant, rubbish bins, ticket counters, signs, aisle ropes, pallets and stands will be permitted.
- Foyers and fire assembly gathering areas should not be blocked or significantly reduced to allow free flow to fire exits and egress from tenancies within the precinct.
- Only vehicles authorised by Precinct Manager and displaying a valid entry permit will be permitted to enter the precinct.
- Authorised vehicles must be scheduled and escorted when within the Precinct and must not exceed walking pace.
- Vehicles are not permitted to drive on or in designated specialist production areas, pedestrian easements or on sensitive heritage items unless protection measures such as Protrack, plywood boards or similar measures are used for all vehicle movements, access is controlled and approved by the Precinct Manager.
- No vehicle shall be parked within the confines of the Precinct unless approved by the Precinct Manager.
- Illegally parked vehicles in the Precinct will be infringed.

### 6.2 Waterfront Edge Protection

To ensure the safety of all visitors given the waterfront location of the WBACP, water edge protection and monitoring controls will be established including:

- CCTV will be provided to the perimeter of buildings and in the precinct to monitor and space and deter antisocial behaviour.
- Provision of Emergency Management Plan (see Appendix 1- Draft Emergency Management Strategy).

- Use of balustrades and fencing to entry and egress areas immediately outside of alcohol service locations and within 5 meters of the waterside edge, or the use of approved fixed planter boxes to areas within 10 meters of the waterside edge.

## 7. Wayfinding and Signage

---

This section covers the principles of signage and wayfinding in the precinct.

### 7.1 Wayfinding and Signage Strategy

Wayfinding and signage strategies for the WBACP will use and apply *the City of Sydney Wayfinding Strategy and Legible Sydney Design Manual* to guide visitors to the site.

For further detail regarding signage locations and concepts for site signage and identification refer to the *WBACP Wayfinding & Signage Strategy, September 2017*, by Urban and Public.

The wayfinding and signage solution for the WBACP will project a cohesive image, contributing to the smooth functioning of the precinct, directing people to proper areas and away from restricted areas and enhancing the aesthetic aspects of a space.

The Precinct signage will include general signage, egress, access and emergency signage in and around the facilities including front-of-house and back-of-house areas including associated security, safety and compliance signage. It will be integrated with the existing Precinct tenant's signage and the commercial obligations associated with sponsorship, branding and/or naming rights.

Informative and interpretative digital displays, finger boards, and other types of signage blades are proposed to be incorporated in the Precinct to assist the public understanding of the history, development and significance of the Precinct.

The signage system will incorporate flexibility for potential adaptation of the signage during or after its installation to support events. These will be managed by the Precinct Manager in a cohesive and un-cluttered manner.

## 8. Emergency Management and Incident Response

---

The Draft Emergency Management Strategy (EMS) is being developed in consultation with Fire and Rescue NSW (FRNSW) to support the State Significant Development Application (SSD 8671) for the WBACP.

It is intended that this Strategy will be developed in consultation with all relevant authorities, consultants, tenants and precinct stakeholders prior to its finalisation and prior to occupation.

For more information refer to Appendix 1: *Draft Emergency Management Strategy*, September 2017.

## 9. Security Management

---

The purpose of this section is to establish the overarching guidelines to manage security in the Precinct.

### 9.1 General Security Strategies

The security strategy for the Precinct considers the measures to manage larger numbers of visitors when events are conducted within the buildings.

The recommended protective security strategies that considered for the WBACP include:

- Improving security lighting.
- Hardening the secure perimeter (entry/exit) points from an attack.
- Layering security based on the type and use of the space (public, semi-public, semi-private, and private).
- Securing loading docks and vehicular entry ways.
- Reducing the opportunity for illegitimate vehicular access to the Precinct, and
- Managing event access using temporary barriers and control methods.

### 9.2 Electronic Security Strategy

The recommended electronic security strategies considered for the WBACP include:

- Improving CCTV surveillance throughout the Precinct to provide coverage of all vital areas for live monitoring and incident review/investigation.
- Providing electronic access control throughout the Precinct to reduce opportunity for trespass, theft, and misuse of space.
- Providing intruder alarms to monitor commercial and sensitive areas outside of normal working hours.
- Managing physical keys through an electronic key management system.
- Providing a duress/help point system throughout the Precinct for emergency communications by patrons and staff in case of a security incident.
- Providing an IP based intercom system for the precinct, and
- Implementing an overarching security management system to provide a central point of control and interface with the precincts electronic security systems.

### 9.3 Security Management Strategy

The security management strategies considered for the WBACP include:

- Developing a security monitoring centre (or equivalent) for the central command and control of the precincts security systems and operations including Precinct patrols.
- Provide security awareness training to staff.
- Develop a comprehensive set of security policies and procedures.
- Implement ticket security measures to prevent unauthorised access to functions, events and performances, and
- Provide loading dock security.



## 10. Transport and Traffic Management

---

The purpose of this section is to establish principles and identify measures to manage the transport impacts associated with the Precinct. The Transport and Traffic principles for the Precinct consider the measures to manage visitor movements to, from and within the Precinct when events are conducted within the buildings.

During the intended operations of WBACP, the existing transport infrastructure will be able to accommodate the demands generated by the Precinct activities and as such, no special provisions will be required. It is also noted that the peak traffic generation times of the WBACP tend to fall outside of road network peak periods.

No car parking is provided on-site and no changes to parking provision are proposed as part of the development. Sufficient on-street and off-street parking is available within the precinct, with the focus on promoting non-car based travel modes.

It is anticipated that between the new loading dock on Pier 2/3, the existing loading dock on Wharf 4/5 and the on-street loading provisions, there will be adequate loading capacity to cater for the demands generated by the additional uses. In addition, a Logistics Management Plan will be implemented by the Precinct Manager to ensure efficient use of the available space.

The existing site access arrangements would be altered to create a more pedestrian-friendly environment, responding appropriately to both typical operation and to manage numbers of visitor movements to the buildings.

To ensure the smooth operations of the precinct, the Precinct Manager will be responsible for:

- The development and maintenance of a *Logistics Management Plan* for the precinct. This Plan will include details for a 'Loading Dock Management System.' .
- The development and maintenance of a *Master Delivery Schedule* for the Precinct to manage and control all vehicle movements.
- Ensuring the safe egress of pedestrians in and around loading areas and vehicle access areas within the precinct.
- Coordinating and monitoring the end to end process of arrival and movement of vehicles associated with the public domain, wharf aprons and shared areas (Front of House and Back of House), and
- Acting as the Travel Plan Coordinator to implement and monitor the WBACP Green Travel Plan (*Also refer to the WBACP Green Travel Plan, by GTA 2017*).

All tenants, Hirers and Contractors must follow the instruction provided by the Precinct Manager in accordance with the requirements of the WBACP *Logistics Management Plan* and *Master Delivery Schedules*.

Public safety and security in the Precinct must be maintained always and all logistical activities undertaken must be managed by competent staff utilising adequate safety and security controls to manage risks to the public and patrons of the WBACP.

These controls may include the requirement to provide vehicle spotters, traffic marshals to manage road closures and egress, lighting, safety equipment and temporary closures of areas within the site, that do not unnecessarily impact access to the precinct.

### 10.1 Operational Traffic Management Plans

An Operational Traffic Management Plan will be required where there are multiple concurrent events within the precinct and surrounding venues. The Operational Traffic Management Plan will need to detail how arrivals and departures to the Precinct will be managed.

The Precinct Manager would be responsible for the development of the Operational Traffic Management Plan. This would be triggered through maintenance of a precinct calendar to monitor the number and extent of events within Pier 2/3 and Wharf 4/5. The Precinct Manager

will work in consultation with surrounding businesses (such as Pier One, Roslyn Packer Theatre and other commercial venues) to determine when concurrent events would be held.

In instances where such concurrent events are likely to occur an Operational Traffic Management Plan would be developed in consultation with Transport for NSW, RMS, City of Sydney and the CBD Coordination Office.

When required, emergency vehicle access and emergency response egress would take priority within the precinct.

# 11. Noise Management

---

The purpose of this section is to summarise and outline mitigation and management measures to control the impact of operational noise from the general activities and events at the site on surrounding noise sensitive properties.

For further information, including Precinct Noise Criteria and Goals, refer to the *Noise and Vibration Impact Assessment*, ARUP September 2017.

## 11.1 Precinct Noise Criteria

Results in the *Noise and Vibration Impact Assessment*, show that noise from typical and worst-case scenarios for venue operation are predicted to comply with precinct specific noise goals.

### 11.1.1 Precinct Noise Goals

Key considerations of managing noise for the day to day operations include:

- Generally, vehicles will be required to move in a forward direction limiting the need to reverse, with exception to facilitate point turns. Vehicles moving along the piers will be required to turn only at the ends of the piers or within their tenancies and not allowed to drive in reverse at any other location.
- Loading and unloading activities are expected to occur before or after performances at the precinct venues, therefore are not expected to occur during peak operational times of the venues. Noting *Logistics Waste Removal & Loading Activities* are to be generally restricted to the hours of 0700 – 2200 whilst, *Other Logistics Activities* are to be generally restricted to the hours 0600 – 0200.
- Noise control and adherence to the precinct noise goals will form part of the agreements with hirers of the function spaces.
- Amplified music at 'concert' levels (i.e. ~105 dB(A)) is not permitted in non-soundproofed venues.
- Where internal noise is from an amplified sound sources these are to be monitored and limited to 85 dB(A) inside the building facilities, for:
  - Pier 2/3 Function space
  - Bangarra Function Space
  - ACO Function space

## 11.2 Noise Management

The Precinct Manager will oversee the implementation of noise management principles within the precinct operations. The Precinct Manager will undertake annual reviews of the performance of the noise management policy and procedures for the precinct. The Precinct Manager will also manage the ongoing liaison between regulators such as the City of Sydney Council, NSW EPA, and the Police to help coordinate resources and resolve ongoing noise problems efficiently and effectively.

All tenants, hirers and service providers to the precinct will be required to demonstrate they have undertaken appropriate risk assessments and planning before undertaking activities within the precinct. They must demonstrate that they have appropriate noise management controls, monitoring and communication systems in place for the activities they undertake within the precinct.

A review of the performance of the noise management approaches will be undertaken after special events, or in response to noise incidents and /or complaints in consultation with the tenant, hirer, service providers and the Precinct Manager.

All events will need to submit a Noise Management Plan to the Precinct Manager for approval prior to the event, outlining:

- Program (confirming activities planned and times for all activities)
- Confirmation of predicted noise levels (front and back of House)
- Proposals for consultation including consultation with neighbours
- Event classification
- Contractual responsibilities
- Sound system design, loudspeaker orientations/locations and installation, and any other sound management overlay (such as enclosures or barriers)
- Noise monitoring proposals and personnel contact information for those with responsibility for managing noise levels
- Complaints handling procedure and inclusion of a complaints hotline and incident response to control and limit noise issues should they arise.

Noise within the precinct will be managed at, the source, in the transmission path and at noise receiver(s), where:

- Determining the right approach to managing noise will depend on the nature of proposed activity within the precinct, which may vary. Other determining factors include the location of noise receivers to the source, the cost and viability of various solutions, the degree of noise mitigation required, and any special characteristics of the noise source,
- The assessment and design of noise control strategies will be reviewed when there are proposed changes to the facility design or operational use of the precinct, and in accordance with statutory planning requirements.
- Controlling noise at the source is the preferred method of noise management within the WBACP. Approaches to be taken to manage noise at the source should include/consider:
  - The procurement and selection of noise-efficient technology for plant and equipment used within the precinct.
  - Conditions in contractual agreements with tenants, hirers and service providers requiring compliance with the precinct goals, planning and operational criterion.
  - Establishing standard operating procedure to control the noise related aspects of the installation and operation of plant and equipment to be used within the precinct. When required noise muffling and/or sound barriers must be used to contain the noise of equipment or plant.
  - Activity programming and planning (including location of sound sources) that is noise appropriate for all event, activation and entertainment activities undertaken within the precinct.
  - Use of vibrational isolation – such as rubber mats and/or connections for equipment or temporary overlay.
  - The use of screw piling techniques instead of impact piling for pillion repair and maintenance to the wharf sub-structure.
  - Fit out of commercial premises should consider the use of additional sound-absorptive materials and barriers to reduce the risk of sound transmission, reflection and vibration.
  - Implementing the use of enclosures and barriers designed with sound absorptive materials, where appropriate, to limit the amount of noise transmitted outside of the facility from all noise source activity.

- Ensuring a noise risk assessment and mitigation is undertaken as part of the procurement and planning of event, activation and entertainment activities within the precinct. Which also considers alternative programming or the way in which the activity is undertaken to control and mitigate unacceptable noise.
- Scheduling activities at appropriate and less sensitive times of the day and limiting noise activity between the hours of 2200 and 0700 in the public domain of the precinct and function spaces. Noting no loading dock activity and waste removal during this time.
- Assessing the selection of sound re-enforcement systems, their proposed location and the orientation of the system. I.e.: The use of low-output amplified sound systems with a dispersed array speaker system (multiple low output loudspeakers) within function centres, as opposed to single or dual speaker high-output systems.
- Noise path control or mitigation at the receiver usually requires measures that block the transmission of noise such as erecting barriers or making architectural modifications to building facades, if appropriate.
- Where amplification or sound reinforcement systems are used, they must incorporate a limiter control device, set to 85dB(A), and all amplified sound (excluding emergency response systems) within the facility must not exceed this limit at any time.

Noise measurement will be used to actively monitor noise within the precinct, particularly during peak activity periods for the precinct, such as when whole of precinct events or activation is programmed. This monitoring will also inform and support the annual review of noise management policy and procedures for the precinct.

Noise monitoring will be used to assess the appropriate levels of ongoing operations of the precinct, to manage noise during activities and to compare with background noise levels and compliance with noise consent conditions and/or notices.

## 12. Alcohol and Food Management

---

There are specific regulatory requirements that apply to the provision of food and alcohol within the WBACP for day-to-day use and events.

An overview of those requirements is provided below. It should be noted that it is the responsibility of the Event Proponent to ensure that all statutory requirements are met with respect to the provision of food and alcohol.

### 12.1 Liquor Licence

No alcohol is permitted WBACP public domain without a valid liquor licence and/ or approval and it is the responsibility of the various tenants to obtain appropriate licences to support their operations.

A Temporary Event Liquor Licence and/or extension of an existing Liquor Licence are required for all events serving alcohol.

For events where alcohol is to be served or sold, Event Proponents will be required make an application for a Liquor Licence to be approved and issued by NSW Office of Liquor, Gaming and Racing.

A copy of the approved Liquor Licence must be provided to the Precinct Manager prior to the event taking place.

### 12.2 Alcohol Management

All service of alcohol must comply with the Responsible Service of Alcohol (RSA) as set out in the *Liquor Act 2007*, the *Liquor Regulation 2008* and any other current relevant legislation.

Details of licensing arrangements and general details of bar layout/location and bar management/operation must be provided to the Precinct Manager 28 days before the event.

All functions and events held in the WBACP that serve alcohol must comply with the following:

- Evidence of the liquor licence must be supplied and displayed.
- All liquor sold at functions held under a limited licence must be sold in opened cans or bottles or other types of containers.
- Alcohol must cease being served 30mins before the end of the function or event.
- The use of glass is not allowed at events without the written permission of Create NSW.
- Low alcoholic and non-alcoholic beverages must be available at the bar.
- Water and soft drink must also be available from food catering outlets.
- High alcohol by volume pre-mixed drinks, doubles or shots must not be sold.
- Vendors must use environmentally friendly, biodegradable packaging.
- Where alcohol is being served, food must also be available.
- If any patron is identified by staff as approaching an irresponsible level of intoxication, staff will firstly refuse service of alcohol and refer the person to the Bar Manager and / or Security. Persons deemed to be unduly intoxicated or affected by other substances will, subject to Duty of Care responsibilities, be removed from the precinct.
- All bar service staff and security staff positioned within the licensed areas must have appropriate RSA qualifications.
- Security personnel must be stationed at the bar for the duration of the function /event.
- Security will adhere to the RSA guidelines and will ensure the good order of the bar area.

- Security personnel will also be required to patrol public areas to enforce RSA guidelines.

For further information please refer to:

[http://www.olgr.nsw.gov.au/liquor\\_home.asp#top](http://www.olgr.nsw.gov.au/liquor_home.asp#top) and

[http://www.olgr.nsw.gov.au/liquor\\_fact\\_sheets.asp](http://www.olgr.nsw.gov.au/liquor_fact_sheets.asp)

## 13. Workplace Health and Safety

---

Create NSW is committed to the objectives of the *Work Health and Safety Act 2017* and all corresponding legislation currently in force and industry codes of practice. Create NSW are committed to ensuring a safe and healthy working environment for everyone who works and attends the WBACP. The Precinct will operate in accordance with a safety management system based on risk management, consultation and safe behaviours.

The systems, processes and approaches will be developed in accordance with the Australian Standard: Safety Management Systems (AS 4801-2000) and the Australian Standard: Risk Management (AS/NZS 4360-2004).

OHS laws and regulations are increasingly focused on holistic management systems encouraging property owners, managers, tenants, employers, employees, contractors and subcontractors to take an active approach to facilities management and meeting their legal obligations.

Noting that all person(s) conducting a business or undertaking has the primary duty under the WHS Act to ensure, so far as is reasonably practicable, that workers and other persons are not exposed to health and safety risks arising from the business or undertaking, even if they are a Not-For-Profit organisation.

For further information, please refer to: [www.workcover.nsw.gov.au](http://www.workcover.nsw.gov.au) and the Code of Practice Managing the Work Environment and Facilities.

### 13.1 Role of RMS and Create NSW – Owners

Roads and Maritime Services (RMS) and Create NSW as the co-owners of the precinct and its facilities have a responsibility to oversee and monitor the precinct facilities and its operations to make sure the precinct is safe with regard for precinct public safety, building safety, such as the soundness of the structure, contaminant and dangerous goods, electrical safety, fire safety and safe means of entry and exit. Their responsibility also includes overseeing and monitoring their agents, managers, tenants and hirers have adequate emergency provisions, response, investigations and recovery.

Additionally, they must ensure that the precinct has appropriate OHS Plans, Emergency Incident and Response Plans in place enabling the safe operations and emergency response for the precinct.

### 13.2 Role of Precinct Manager

The Precinct Manager is responsible for the planning, review and management of the precinct and ensuring its facilities are safe. This includes precinct public safety, building safety, such as the soundness of the structure, contaminant and dangerous goods, electrical safety, fire safety and safe means of entry and exit.

The Precinct Manager is responsible for public domain and shared facility area operations and services, fixtures, fittings or plant, and ensuring these areas are safe.

The Precinct Manager has a duty to consult, cooperate and coordinate with the tenant in matters of health and safety. For example, but not limited to:

- Ensuring adequate emergency provisions, response, investigations and recovery. Developing and maintaining appropriate precinct WHS Plans, Emergency Incident and Response Plans and information to enabling safe operations and emergency response for the precinct;
- Reviewing fire safety matters and checking whether any special requirements (such as dangerous goods storage requirements, isolation of theatre fire systems for performance practices, etc) are safe and adequate; and
- Maintaining integrated registers and coordinating the overall WHS requirements for the effective operation of the broader precinct of WBACP.



The Precinct Manager will establish and manage the Emergency Control Organisation (ECO), for the precinct to ensure adequate consultation, training and testing, communication and information is provided to government and city authorities, tenants, hirers, stakeholders and users of the precinct.

The Precinct Manager is responsible for the overall implementation of the EIRP for the precinct, as well as ensuring regular inspections are conducted to keep the property/complex safe for use and abide by the WHS Act. An example includes; should dangerous goods be stored by tenants; the Precinct Manager will need to ensure that tenants facility is inspected and rated by a dangerous goods consultant and a licence obtained from WorkCover.

### **13.3 Emergency Control Organisation**

The Emergency Control Organisation (ECO) for the Precinct should comprise of the following roles and responsibilities:

- Chief Warden and Emergency Controllers for the precinct
- Tenancy and Area Wardens
- Assembly Wardens
- First Aid Officers
- Security Officers

The Emergency Control Organisation should consult with the Precinct Manager to enable the:

- Establishment of the Emergency Control Organisation for WBACP;
- Design and implementation of the WBACP EIRP;
- Appointment of persons to emergency positions;
- Confirm and arrange the training of personnel;
- Confirm and arrange the evacuation exercises; and
- Review WBACP EIRP effectiveness and enable procedure improvements.

A committee for the (ECO) should meet at least annually to review the Emergency Control Organisation and WBACP EIRP.

### **13.4 Role of Tenants and Hirers**

Tenants and hirers have an obligation to ensure their business or other undertakings at WBACP are safe and the pro-actively participate and work in consultation with the Precinct Manager and other tenants and hirers ensuring for their business and / or undertakings they:

- Ensure that all safety policies and procedures are effective and consult with the Precinct Manager to enable adequate precinct planning and response;
- Provide appropriate safety resources and systems for all;
- Provide regular training on safety issues and procedures;
- Keep appropriate safety records and information and provide relevant plans, assessments, reports, audits, certificates of compliance and registers to the Precinct manager and other stakeholders, as may be required;
- Participate in joint planning, testing and response activities;
- Ensure that all employees and other workers accept the personal responsibility to work safe;
- Ensure all employees and other workers immediately report any health or safety issue;
- Measure and report on safety performance;
- Recognise and reward safe behaviour;
- Audit practices and procedures; and

- Implement risk control measures identified to control and prevent occurrence of workplace incidents.

All workers, including staff, managers and supervisors, contractors, volunteers, presenting partners and commercial partners will be held accountable for their safety performance in the areas within their control or influence.

### **13.5 Risk Management**

A safe work place requires that risks are understood and are managed. This will be done by having the Precinct Manager:

- Maintaining a documented occupational health and safety system with procedures for identifying, assessing and controlling workplace hazards so far as is reasonably practicable and in accordance with relevant codes of practice, as may apply.
- Implementing and continuously improving safe systems of work.
- Requiring safe work practices from our co-workers, including commercial partners, resident companies, presenting partners, commercial tenants, venue hirers, contractors and suppliers.
- Ensuring that all employees, commercial partners, resident companies, presenting partners, commercial tenants, venue hirers, event operators, contractors and suppliers are aware of their responsibilities with respect to safety legislation and our policies. and
- Complying with all relevant safety laws, standards and codes of practice.

### **13.6 Consultation**

A safe work place requires that everyone understands and is committed to maintaining safety practices and procedures. This will be done by having the Precinct Manager:

- Facilitating consultation through nominated consultative groups.
- Consulting with employees, commercial tenancies and resident companies within the Precinct on the development, implementation and refinement of safety policies and procedures and review of work practices.
- Consulting with commercial partners, presenting partners, venue hirers, event operators, contractors and suppliers when planning work to ensure all parties fulfil their safety responsibilities.

### **13.7 Serious Injury or Illness, A Death or A Dangerous Incident**

If a serious injury or illness, a death or a dangerous incident occurs the Precinct Manager will ensure the following is undertaken:

- Provide first aid and make sure the person gets the right care.
- Notify WorkCover NSW immediately on 13 10 50 and notify the insurer of any injury or illness within 48 hours.
- Record the incident report and investigation and note them on a register of injuries, regardless of whether there has been a claim, and
- Help workers to recover at work.

### **13.8 Reviews**

Workplace Health and Safety (WHS) policies, plans and procedures will be reviewed every two years, and at other times if any significant new information or legislative or organisational change warrants amendment.

Event WHS plans and procedures will be reviewed during the planning of events and monitored during the operations of events held within the precinct.

### **13.9 Other Safety Considerations**

The following additional safety issues will also be considered by the Precinct Manager for activities within the precinct:

#### **13.9.1 Material Safety Data Sheets (MSDS)**

All chemicals brought into the Precinct must be accompanied by a MSDS. The Precinct Manager will be required to keep an up to dates register of MSDS on-site and will require copies of MSDSs from all tenants, contractors and event proponents working on site.

The MSDS is intended to provide workers and emergency personnel with procedures for handling or working with that substance in a safe manner, and includes information such as physical data (melting point, boiling point, flash point, etc.), toxicity, health effects, first aid, reactivity, storage, disposal, protective equipment, and spill-handling procedures.

#### **13.9.2 Safety Certifications**

If the event organiser's activity requires the installation of any equipment, which requires safety certification, the safety certification must be obtained from a qualified person and must be submitted to Precinct Manager as evidence of the certification.

## 14. Infrastructure and Service Management

---

During day-to-day operations and as part of the hosting of events with WBACP, there may be a requirement to provide additional services overlay to support the WBACP.

Nothing can be brought into WBACP that may result in overloading or straining of any floor, wall or other structure forming part of the Precinct facilities, including the public domain.

The WBACP must be returned and 'made good' to the standard required by the Precinct caused by Tenants and/or Hirers, their Agents, contractors and sub-contractors and/ or Personnel.

Service providers must comply with any direction given by Precinct Manager or an authorised representative in relation to the provision of services in the precinct.

Should a service provider not make good the facilities, the Precinct Manager will clean and repair the facilities to the standard required at the service provider's cost.

All temporary structures and surrounds are to be maintained in a clean and tidy manner always, all waste and general rubbish is to be cleared on a regular basis.

Any building or construction work and/or event works must comply with relevant legislation and be constructed according to the plans submitted.

### 14.1 Temporary Structures

The erection and use of temporary structures in NSW is generally regulated through the *Environmental Planning and Assessment Act 1979 (Act)*, the *Environmental Planning and Assessment Regulation 2000 (Regulation)* and the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (Policy)*.

Temporary Structures should be provided in accordance with the requirements of the Australian Building Code Board Temporary Structures Standard, 2015.

### 14.2 Temporary Plant Equipment

All mechanical and electrical installations including generators, electrical cabling and any mobile structures are to be surrounded or covered by appropriate physical barriers so as to prevent unauthorised access by the public at all times.

Temporary generators and water pumps must be appropriately selected and located so as to ensure that the total noise emissions from the temporary plant/equipment do not exceed the WBACP noise performance criteria or the Intrusiveness Criteria at any surrounding noise sensitive receptors. This may require the use of containerised silenced generators, acoustic screening and selective location of temporary plant.

For additional detail refer to *Noise and Vibration Impact Assessment, ARUP September 2017*.

Where electrical lighting or equipment e.g. spot lights, lamps, machinery etc are used in an event for lighting or display, such items shall be guarded or measures undertaken to prevent hazards, including but not limited to injury/burns to persons.

### 14.3 White Cards for All Construction Work

A White Card (induction card) is required for workers undertaking construction work.

### 14.4 Working at Heights

When work is required to be conducted from heights appropriate Working At Heights procedures, safe work method statements and emergency and response plans must be provided and implemented to the satisfaction of the Precinct Manager and as required by law. All work must be monitored and specific emergency and rescue procedures put in place, should an incident occur.

A person conducting a business or undertaking work has the primary duty under the WHS Act to ensure, as far as reasonably practicable, that workers and other persons are not exposed to

health and safety risks arising from the business or undertaking and in accordance with specific Australian Standards and Codes of Practice.

#### **14.5 Confined Spaces**

Given the design of the WBACP there may be occasion where a person(s) is/are required to undertake works in a confined space.

There are specific laws about working safely in confined spaces and the Precinct Manager will ensure that all works are undertaken in accordance with the relevant laws and standards and will develop a Confined Spaces policy relating to all works within the precinct.

#### **14.6 Asbestos, Lead and Contaminants**

Given the heritage nature of the construction of the buildings within the WBACP there are known contaminants to the site.

An Environmental Site Assessment has been undertaken by JBS&G it identifies existing considerations for the site. Contaminants currently impacting the Pier 2/3, Wharf 4/5 and Shore Shed building exteriors and interiors comprise Asbestos, lead based paint, SMF, PCBs.

Appropriate incident and emergency response for these will be incorporated into the future development of the EIRP.

The WBACP Contaminant Management Plan(s) for the precinct will be reviewed and updated as the design and operation planning matures for the WBACP and prior to occupation.

All tenants, Hirers and Contractors will be required to follow the instruction as provided by the Precinct Manager always and plan and undertake work in accordance with the requirements of the Contaminant Management Plan(s), and the relevant State Acts, Regulations, Codes of Practice, Advisory Standards and industry standards for the safe operation, use and emergency and incident response for the facilities.

#### **14.7 Dive Work**

Given the waterside location of the WBACP, there may be times where works are undertaken under water using divers.

All tenants, Hirers and Contractors will be required to follow the instruction as provided by the Precinct Manager always and plan and undertake work in accordance with the requirements of:

- The Work Health and Safety Regulation 2017 Part 4.8 Diving Work.
- AS/NZS 2299.1:2007 Occupational diving operations Standard operational practice.
- The Occupational Diving Work Code of Practice 2005.

#### **14.8 Electrical Work**

There are specific laws about undertaking electrical work safely covered within the Work Health and Safety Regulation 2011.

For information about risk management, specific electrical hazards, working de-energised, working near energised electrical parts, tools and equipment, and high-voltage electrical work, refer to the code of practice for managing electrical risks in the workplace.

The Precinct Manager will be responsible to ensure all risks associated with any electrical work, electrical equipment or electrical installations are assessed and appropriately managed.

#### **14.9 Cranes, Forklifts, Elevated Work Platforms and Hoists**

The NSW Work Health and Safety Regulation 2011 and SafeWork NSW identify types of construction work and scaffolding work, such as dogging and rigging, and operating cranes, hoists, reach stackers, forklifts and pressure equipment as high-risk work and as such requires operators of such equipment to be appropriately licensed and the work supervised.

The Precinct Manager will be responsible to ensure all works associated with the supply and use of such equipment is undertaken in accordance the relevant standards and guidelines.

#### **14.10 Boom, Scissor Lifts or Elevating Work Platforms**

The Precinct Manager will be responsible to ensure all works associated with the supply and use of all boom, scissor lifts or elevating work platforms are operated safely and in accordance with the manufacturer's instructions, relevant standards and guidelines.

In all cases a spotter/ground person must be used at all times when the vehicle is in transit. When using an elevating work platform in the raised position there will be a person stationed at ground level to ensure that the space under the working area is kept clear.

The spotter/grounds person must wear a high-visibility safety vest.

#### **14.11 Hazardous Materials and Chemicals**

Where a chemical, hazardous substance, including gases, are brought, stored or handled, on site then it shall be accompanied by a Material Safety Data Sheet (MSDS) and provided to the Precinct Manager.

The MSDS must contain information on clean up instructions and should a chemical spill occur it is to be cleaned up immediately and precautions taken in respect of the type and amount of chemical spilt. The person using the hazardous material must provide spill kits appropriate to manage the hazard.

Temporary signage and barriers should be also utilised where appropriate and the matter reported to the Precinct Manager of the work being undertaken.

#### **14.12 Gas**

The use of gas cylinders (of any kind) should be avoided wherever possible. Any person proposing to utilise bottled gases shall ensure that all cylinders are clearly marked as to the type of gas and stored in an upright position and secured to prevent the cylinder falling over and damaging the valve.

MSDS product information shall be supplied to the Precinct Manager on delivery of the gas cylinder and the quantity of the gas being utilised will also be subject to the approval of the Precinct Manager.

The Precinct Manager may refuse the use of any gas to be utilised within the premises where it is believed it may cause harm to persons or have an explosive potential to cause damage.

#### **14.13 Children Within Work Zones**

Children are not permitted to enter work areas where High Risk work is being undertaken and are not permitted on or in loading docks/zones at any time. A high-risk area is one where forklift operation, rigging or stand/structure building/installation is being undertaken.

Children are not permitted to remain in any vehicle unattended by an adult while the vehicle is loading / unloading. Children are not to be left unattended or unsupervised in any areas within the precinct.

Tenants and hirers must ensure that children attending performances, rehearsals, school programs, group or individual classes must be supervised and / or accompanied by a responsible adult.

#### **14.14 No Parking on Site**

Vehicles are permitted to drop off tools and equipment at loading docks/zones. The vehicles must then be removed from loading docks/zones and from the service road access areas.

A strict parking and unload times will be enforced within the loading docks/zone areas for maintenance and events, unless otherwise authorised by the Precinct Manager.

Parking for contractors, production companies and workers is available in the car park adjacent to the Roslyn Packer Theatre on Hickson Road.

#### **14.15 Worker Behaviour**

It is prohibited for any person undertaking work within to be under the influence of alcohol or illegal drugs. The possession, distribution or use of any illegal drug or alcohol at WBACP by contractors or workers is strictly prohibited and will be referred to authorities.

All contractors, exhibitors and workers must be dressed in a neat and tidy manner at all times while working at the Precinct and covered footwear must be worn at all times.

Unruly or unacceptable behaviour and violent acts are strictly prohibited. People acting without due care for others, or not following directions of Precinct Manager may be removed from site.

Where workers are undertaking work whereby Personal Protective Equipment (PPE) is required or to safeguard the health and safety of persons, including themselves then PPE shall be worn. (For example: hardhats, gloves, goggles /safety glasses, etc.)

Where work is to be undertaken in public areas, foyer space or areas which may impede movement of persons or cause a danger to persons then the contractors shall ensure that barricades, safety signage or other appropriate measures are undertaken to ensure the safe flow of pedestrians or traffic, subject to the approval of the Precinct Manager.

## 15. Waste Management

---

Create NSW is committed to minimising waste generated from the WBACP and will work with the existing Arts tenants and hirers to ensure the proper disposal of all waste generated.

With its prominent harbour side location and heritage buildings, WBACP will be a world leading venue. Therefore, sustainable waste management practices are complementary to this vision.

The precinct will aim for the following targets to achieve best practice waste management:

- Waste avoidance and reduction, and
- 90% diversion of operational waste from landfill by 2020.

This target is based on diversion rates achieved by similar urban precincts.

To realise higher order waste management than landfill, additional initiatives will be needed, that will target the people's behaviours and the avoidance of specific different wastes. These could include:

- Mandating compostable food packaging (100% biodegradable products) for all Commercial retail tenants.
- Precinct wide waste education initiative, including updating signage and tenant workshops, and
- Set design and back of house construction reuse and recycling programs.

It is intended that the Waste Management Plan for WBACP will be developed in consultation with all relevant authorities, consultants, tenants and precinct stakeholders prior to its finalisation and prior to occupation.



## **16. Community Consultation and Complaints Management**

---

### **16.1 Communication**

Key to the successful operation of the Precinct and the staging of events will be strong community engagement and consultation. The information relayed to the community should include the proposed dates and times of events, along with any rehearsal times, set-up and clear-up times, etc. The community may be engaged through measures such as:

- Newsletters distributed by the WBACP operators.
- Notification of events through the Walsh Bay Precinct Association.
- Letter drops to all surrounding noise sensitive receivers.
- Notifying strata of surrounding residential properties and all identified noise sensitive receivers.
- SMS and email services. Interested parties could register to receive SMS or emails with information about events.
- Posters and public information displays.

### **16.2 Complaints Management**

Calls to the Precinct Management Office would be logged by the Precinct Manager. To mitigate against noise-related issues, upcoming events and rehearsal times for the WBACP will be clearly communicated to the surrounding community, strata bodies and individuals registered to receive notifications.

Specifically, for events, the complaints hotline hours of operation will be extended to provide 24-hour coverage. In addition, written complaints would be welcomed via the email and postal addressed specifically developed to support the precinct.

The complaints handling procedure would form part of the Complaints Management System for the operations.

## 17. Conclusions and Recommendations

---

The OPM represents the current design and level of operational planning undertaken at the time of the SSDA submission and provides information in response to the *Secretary's Environmental Assessment Requirements (SSD 8671)*.

The OPM will be updated prior to occupation and precinct operations.

Create NSW via the Precinct Manager will monitor the operational effectiveness of the OPM and may revise, review and update these plans from time to time to ensure their ongoing effectiveness and suitability in managing the precinct.

All amendments that fall outside of the approved consent conditions will be reviewed in consultation with the relevant authorities and any resulting consent application, managed in accordance with the relevant approval requirements.

## **Appendix 1: WBACP Draft Emergency Management Strategy**

---

# Walsh Bay Arts and Cultural Precinct

## Draft Emergency Management Strategy 2017

**Version**

V 1.1

**Dated**

29 September 2017

**Document Control**

Version	Date	Description
0.1	19/9/2017	Initial DRAFT report initial feedback - T Kennedy Cultural Infrastructure Program Management Office (CIPMO) & Fire NSW Initial Content Consultation
1.0	26/9/2017	Issue for SSD Submission as Appendix 1: to Operational Plan of Management
1.1	29/9/2016	Issue for SSD Submission as Appendix 1: to Operational Plan of Management (CIPMO Review)

# **Table of Contents**

<b>1. Scope and Purpose of the Emergency Management Strategy</b>	<b>4</b>
1.1 Secretary's Environmental Assessment Requirements (SSD 8671)	4
<b>2. Emergency Management Strategy &amp; Emergency Evacuation Plan Development</b>	<b>5</b>
<b>3. Walsh Bay Arts and Cultural Precinct</b>	<b>6</b>
3.1 Precinct Description	6
3.2 Precinct Plan	6
3.2.1 Pier 2/3	6
3.2.2 Wharf 4/5 (including Shore Sheds)	6
3.2.3 WBACP Ground Site layout by Level	7
3.2.4 WBACP External Renders	10
3.2.5 WBACP Internal Renders	11
<b>4. Site &amp; Location</b>	<b>12</b>
4.1 Location (map)	12
4.2 Precinct Description	13
4.2.1 Tenants	13
4.2.2 Buildings	13
<b>5. Consultation</b>	<b>15</b>
5.1 Tenants & WBPA	15
5.2 City and Government Agencies	15
<b>6. Emergency Management</b>	<b>16</b>
6.1 Agency Roles	17
6.1.1 NSW Police	18
6.1.2 Fire and Rescue NSW (FRNSW)	18
6.1.3 Environment Protection Authority (EPA)	19
6.1.4 NSW Health	19
6.1.5 WorkCover NSW	19
6.2 Role of the Precinct Manager	19
6.3 WBACP Emergency Control Organisation	19
6.4 Responses & Evacuation Levels	20
6.4.1 Localised Responses	20
6.4.2 Precinct Responses	20
6.4.3 City-Wide Response	20
6.5 Raising the Alarm	21
6.6 Fire / Gas Leak/ Explosion/ Spills	22
6.7 Vehicle/Pedestrian Access and Emergency Response	22
6.7.1 Pedestrian	23
6.7.2 Occupants with Disability	23

6.7.3	Vehicle:	24
6.7.4	Waterfront Edge Protection	24
6.7.5	Dive Response and Recovery	25
6.7.6	Wayfinding and Signage Strategy	25
6.8	Natural Disasters	25
6.9	Terrorism	26
6.10	Medical Emergency	27
<b>7.</b>	<b>Emergency &amp; Incident Response</b>	<b>28</b>
7.1	Emergency and Incident Response Plan (EIRP)	28
7.2	WBACP - Emergency Evacuation Plan	28
<b>8.</b>	<b>Fire Engineering Assumptions</b>	<b>30</b>
<b>9.</b>	<b>Dangerous Goods</b>	<b>31</b>
9.1	Emergency Services Information Package	31
9.2	Emergency Response Planning for Contaminants and Hazardous Materials	31
9.3	Hazardous Materials and Chemicals	31
<b>10.</b>	<b>Education &amp; Training</b>	<b>33</b>
<b>11.</b>	<b>Compliance</b>	<b>34</b>
11.1	OHS Preparation, maintenance and implementation of Emergency Plans	34
11.2	Fire Safety Schedule and Annual Fire Statements & Certificates	34

# 1. Scope and Purpose of the Emergency Management Strategy

---

The Draft Emergency Management Strategy (EMS) has been developed in consultation with *Fire and Rescue NSW* (FRNSW) to support the State Significant Development Application (SSD 8671) for the Walsh Bay Arts and Cultural Precinct (WBACP).

The EMS outlines the key design and operational considerations to be progressively developed as the final design and operational programs, policies and procedures in the form of the WBACP Emergency Incident Response Plan (WBACP EIRP) which will address and include a mass Emergency Evacuation Plan.

It is intended that these will be developed in consultation with relevant authorities, consultants, tenants and precinct stakeholders.

The purpose of this EMS is to inform and guide the design and operations development of the WBACP. The following principles and priorities will be applied in response to all incidents and emergencies as it relates to the day-to-day operation of WBACP:

Priority	Principle
1. Ensure safety	Save lives, prevent injury and provide first aid and/or arrange medical assistance when required.
2. Protect the environment	Contain the impact of the emergency incident event to prevent harm to the environment.
3. Protect property	Protect property from damage and contain the emergency incident event to limit further impact.
4. Restore WBACP infrastructure	Restore essential infrastructure or provide alternate access to essential infrastructure.
5. Restore WBACP operations	Restore the WBACP functions to normal operations.

## 1.1 Secretary's Environmental Assessment Requirements (SSD 8671)

This report specifically addresses item 16 BCA and Fire Safety of the *Secretary's Environmental Assessment Requirements* (SEARS) SSD 8671 dated 1 September 2017, to:

'Include a mass Emergency Evacuation Plan / Strategy prepared in consultation with FRNSW'.

## 2. Emergency Management Strategy & Emergency Evacuation Plan Development

---

Proposed development of the strategy, design resolution and resulting WBACP EIRP will be undertaken by the Proponent prior to Occupation.

The final EIRP for WBACP will continue to develop and be refined in line with the development of the project design. This document provides a strategy from which consultation with NSW Fire and Rescue can commence and be fed into the design development.

It is anticipated that other non-compliances with the Deemed to Satisfy Provisions of the BCA may be identified by the Certifier as the design is developed further, it is however considered that there are unlikely to be significant issues that would impact the overall fire strategy design approach.

In preparation for the submission of the SSD 8671 for the project in accordance with the *Secretary's Environmental Assessment Requirements* ((SEARS) SSD 8671)) the following was undertaken:

- Review of the draft EMS and operational principles within the Operational Plan of Management (OPM) with FRNSW.
- Development of the EMS.
- Confirmation and finalisation of the EMS with FRNSW during the exhibition period of the SSD process.

The planning will be undertaken with consideration to:

- Work Health and Safety Regulation 2017
- Explosive and Dangerous Goods Regulations
- Guideline for emergency plans at sites having hazardous chemicals, FRNSW Version 03 – 10 October 2012
- State Emergency & Rescue Management Act 1989
- Commonwealth Disability Discrimination Act 1992 (DDA)
- AS 3745-2010 Emergency Control Organisation and Procedures for buildings, structures and workplaces.
- State Emergency Management Plan and other Sub & Supporting Plans.
- Emergency Management Australia Evacuation Planning (Handbook 4).
- Environmental Planning and Assessment Regulation 2000.

As part of this process the finalisation of the EIRP will be undertaken in consultation with Create NSW, tenants, the Walsh Bay Precinct Association (WBPA) and respective City and Government Authorities.

The EIRP will be finalised in consultation with specialist consultants to ensure their adequacy and compliance with relevant Building Code and Australian standards, guidelines and codes of practice.

All amendments that fall outside of the approved consent conditions will be reviewed in consultation with the relevant authorities and any resulting consent application, managed in accordance with the relevant approval requirements.



## 3. Walsh Bay Arts and Cultural Precinct

---

### 3.1 Precinct Description

The NSW Government has a vision to grow and develop the WBACP to become the arts destination hotspot on the Sydney Harbour foreshore. The masterplan includes the upgrading of theatre spaces and the overall Precinct to bring the 95-year-old wharf up to a state-of-the-art arts facility.

Key project objectives of the WBACP are to:

- Activate the Precinct with a unique cultural offering and visitor experience.
- Rejuvenate a vital piece of Sydney's waterfront cultural heritage, providing inter-generational benefits for the people of NSW.
- Provide facilities that better enable arts organisations to develop world class productions, experiences and deliver on their strategic visions.
- Create an operationally sustainable Precinct for Arts and the people of NSW.

The success of the WBACP is dependent, in part, on the extent to which the ongoing experience it delivers for all stakeholders and visitors reflects its essential character and aligns with known features of place making.

As a destination, it will be inclusive and accessible to all. As a cultural cluster, WBACP will be an ecosystem for creative production and cultural consumption where innovation and collaboration are to the precinct's operations.

In the day-to-day mode, the Precinct will be a place of recreation which reflects its heritage, harbour side location and unique sense of 'place' which actively engages with its surrounding arts, retail, commercial and creative tenancies. Providing facilities designed to be both accessible and flexible, suited to a wide range of arts and cultural activities.

The WBACP hosts a wide array of arts and cultural uses. It provides accommodation of performance and rehearsal spaces, artist studios and flexible function spaces that allow for diverse programming to ensure the Precinct is innovative, showcased and can engage visitors and the community in Sydney's rich cultural and artistic offerings.

Complementary amenities as well as commercial facilities that could include restaurants, cafes and bars also support the Precinct on a day to day basis.

The types of activities that may be held in the WBACP buildings include:

- Performances, installations and exhibitions.
- Corporate and commercial functions.
- Workshops for dance, choirs, children's performance.
- Complementary commercial and retail offerings.

### 3.2 Precinct Plan

The redevelopment of the WBACP comprises:

#### 3.2.1 Pier 2/3

- The adaptive re-use providing new arts facilities including performance venues for the Australian Chamber Orchestra, Bell Shakespeare and Australian Theatre for Young People.
- Retaining a large heritage function /art space for events such as Sydney Writers Festival, Biennale of Sydney and a wide range of functions and artistic events.
- A series of stairs, external lift and balconies designed as a contemporary interpretation of the original gantries reflecting the precinct's former industrial heritage.
- Modifications to the roof.

#### 3.2.2 Wharf 4/5 (including Shore Sheds)

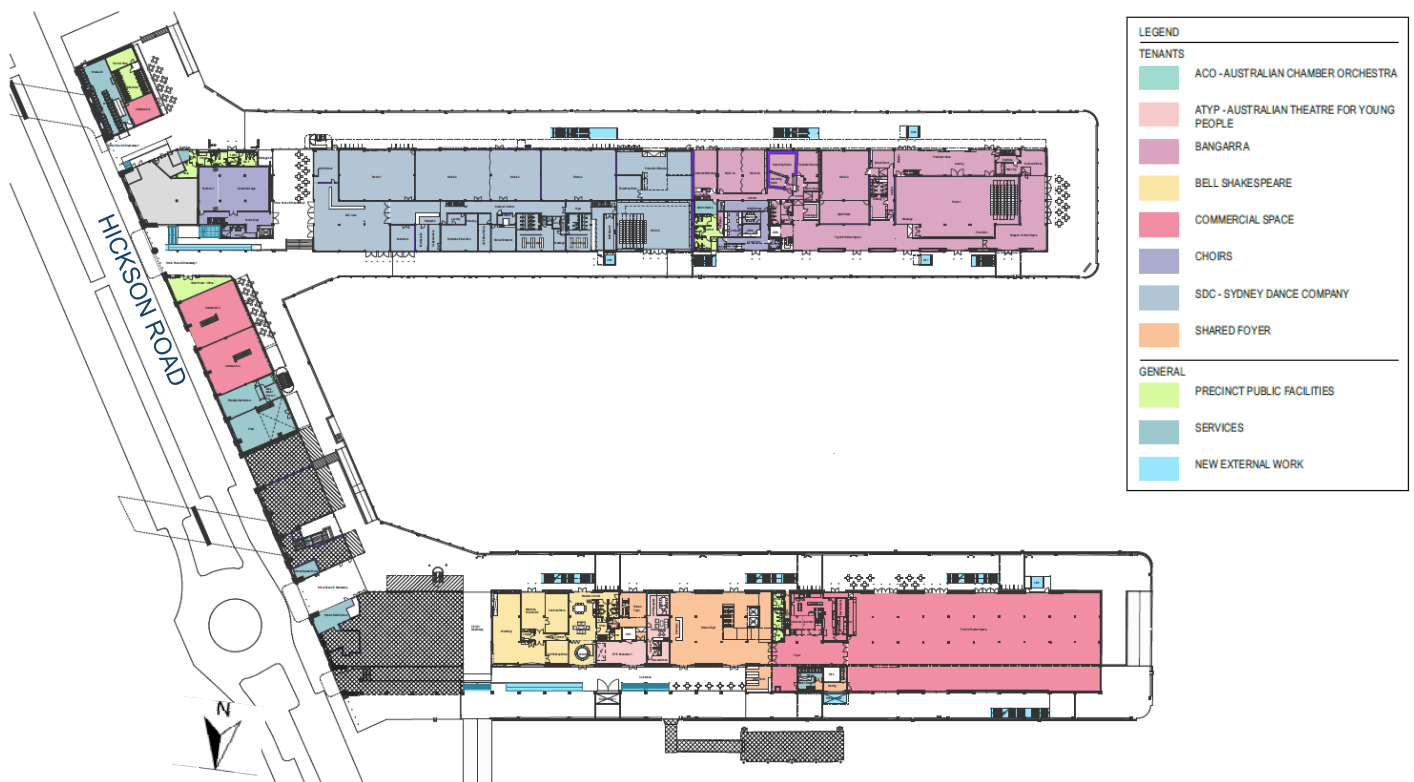
- Refurbishment of the ground floor arts facilities and its associated Shore Sheds for Bangarra Dance Theatre, Sydney Dance Company, Sydney Philharmonia, Gondwana and Song Company.
- New commercial retail opportunities.
- A series of stairs, external lifts and balconies designed as a contemporary interpretation of the original gantries reflecting the precinct's former industrial heritage.
- Modifications to the roof.

This is represented in the following diagrams (also refer to full size plan provided with the SSD submission for detail):

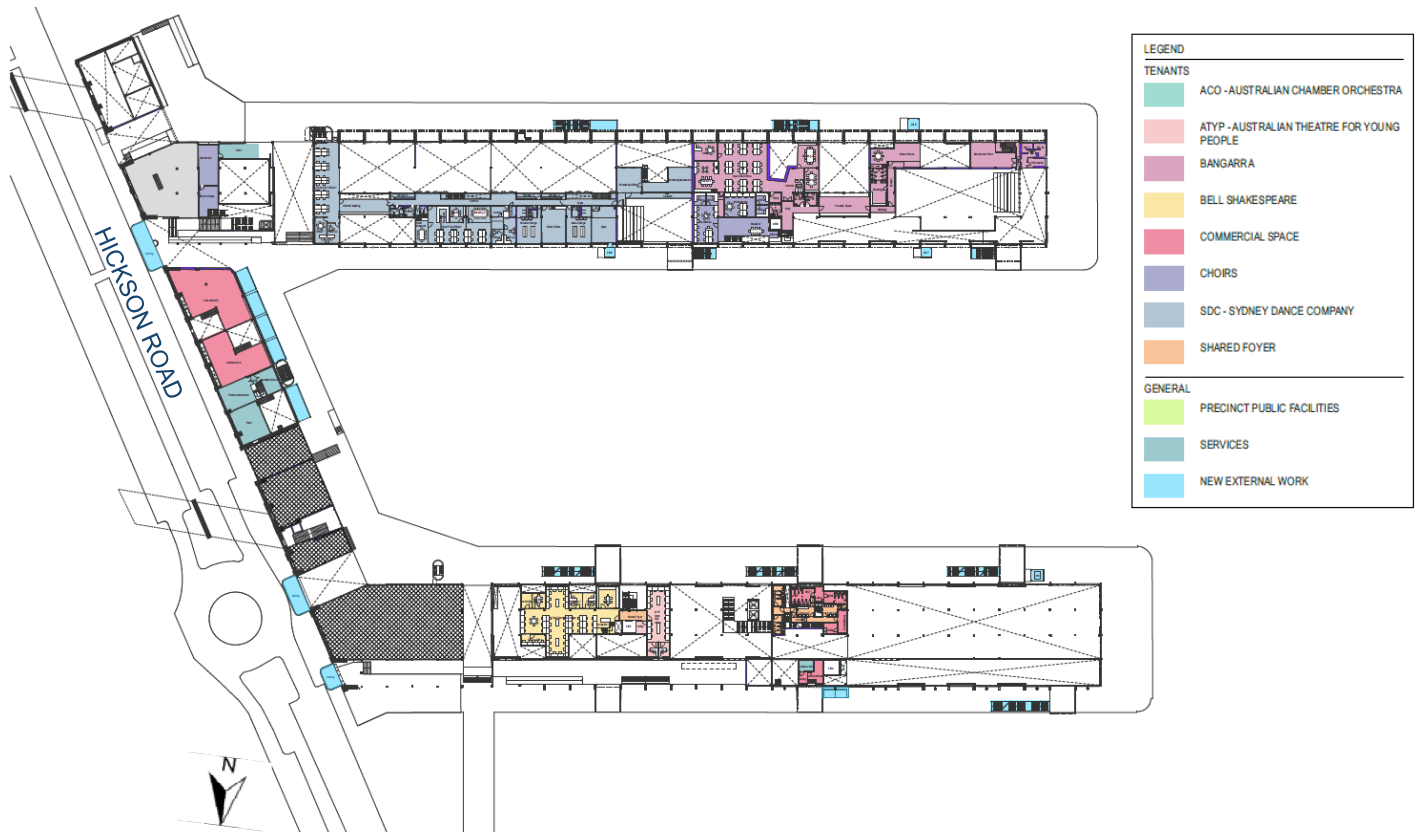
### 3.2.3 WBACP Ground Site layout by Level

The following diagrams identify the layout of the WBACP by level:

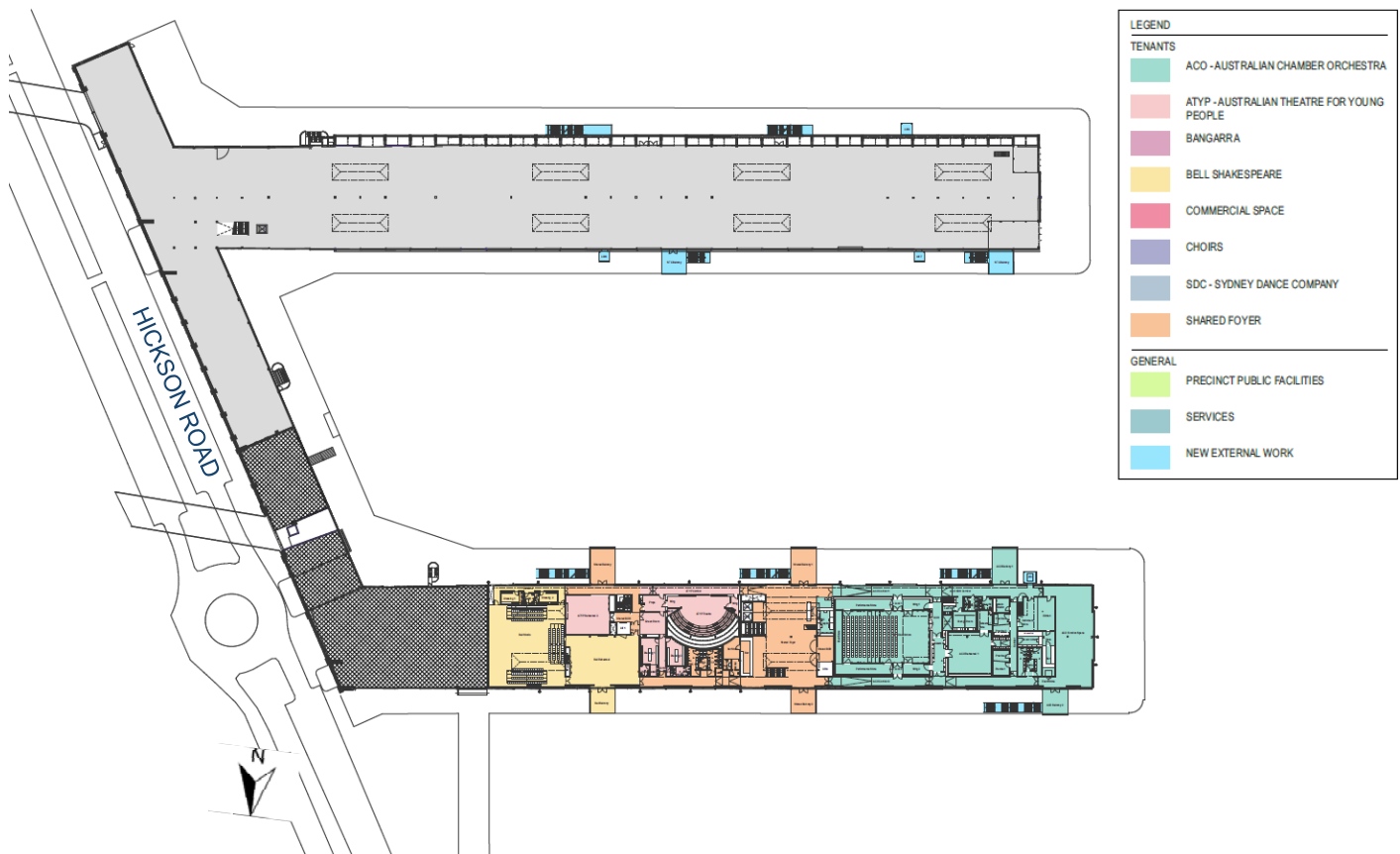
Note for further plan and layout details refer to scale architectural plans and *Section 4.2 Precinct Description*)



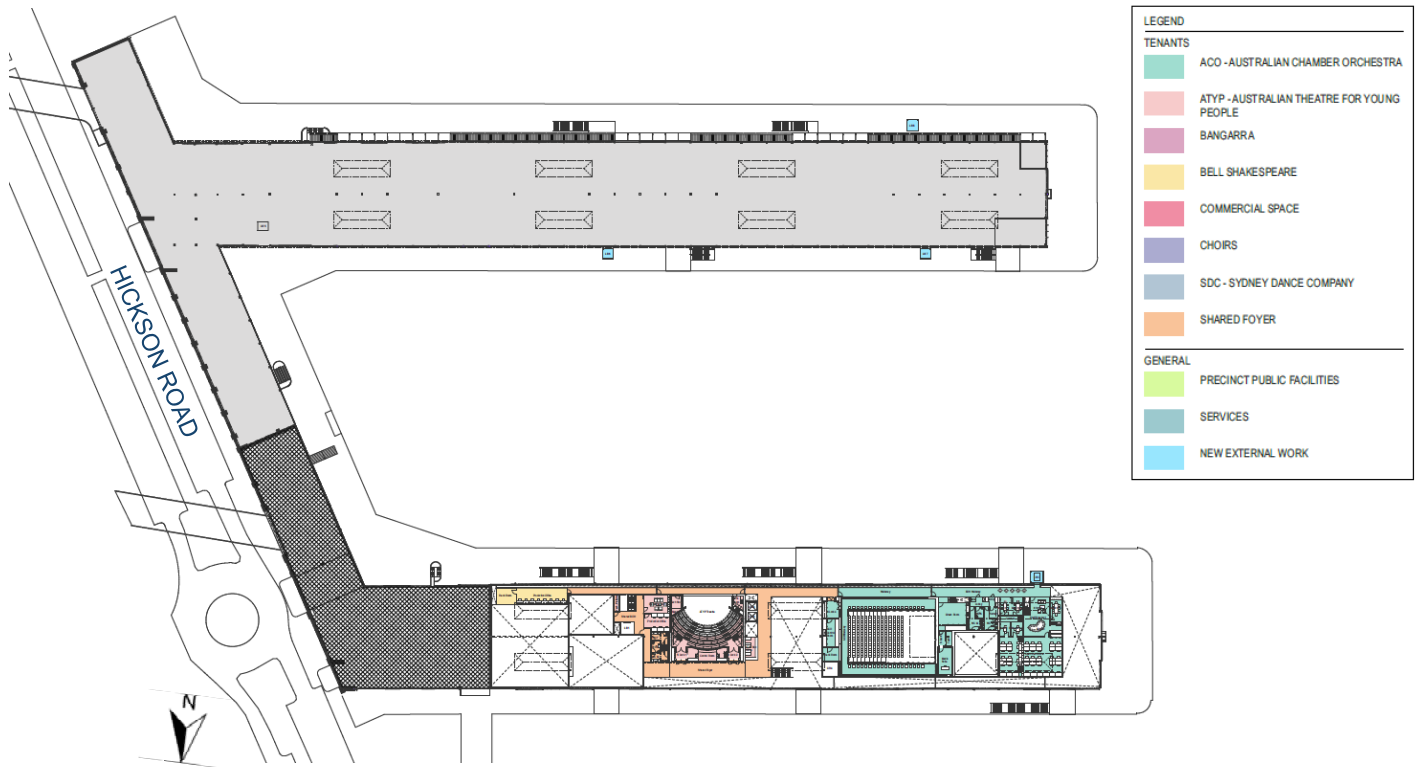
**Figure 1 – WBACP Ground Level**



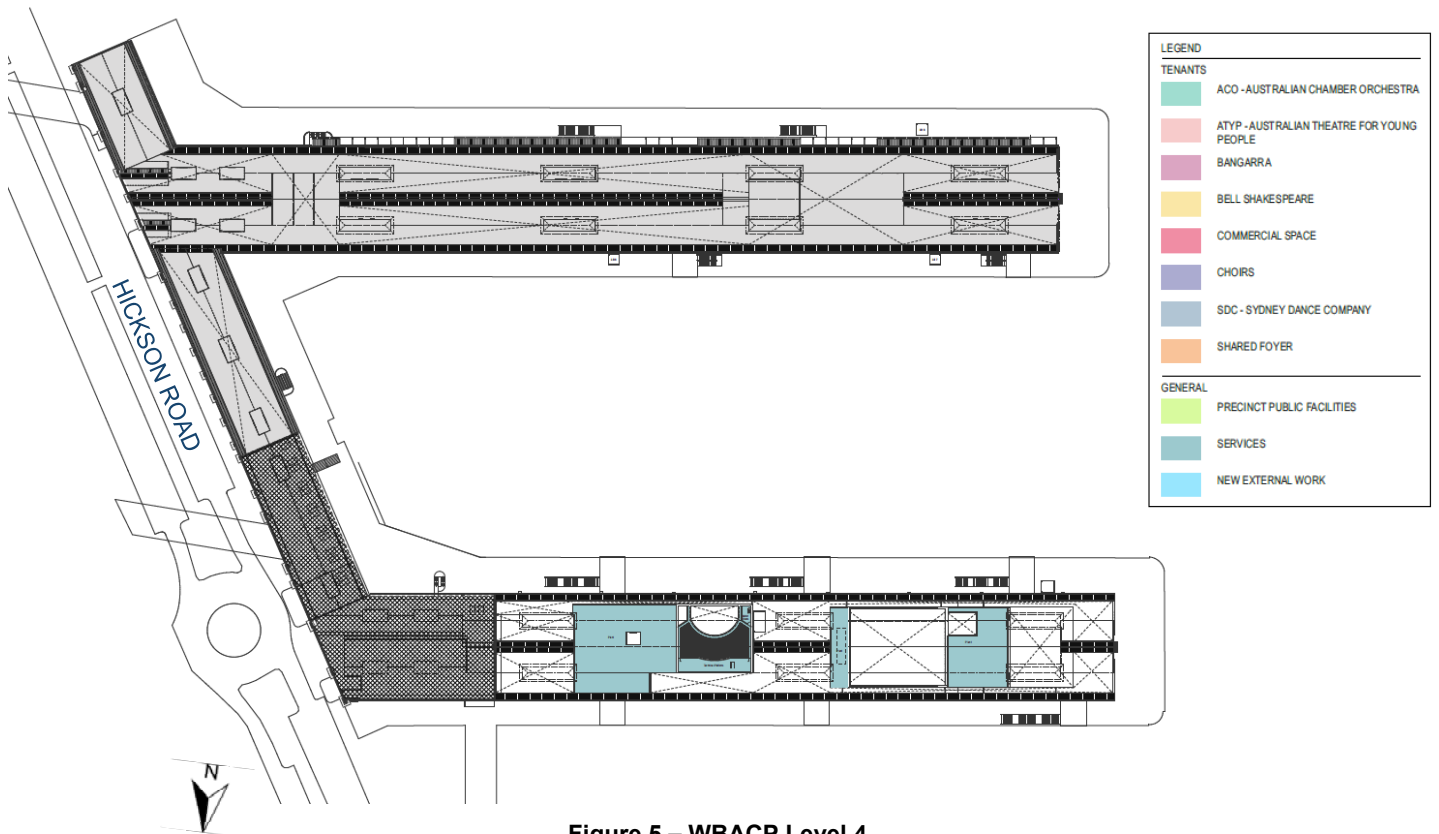
**Figure 2 – WBACP Level 1**



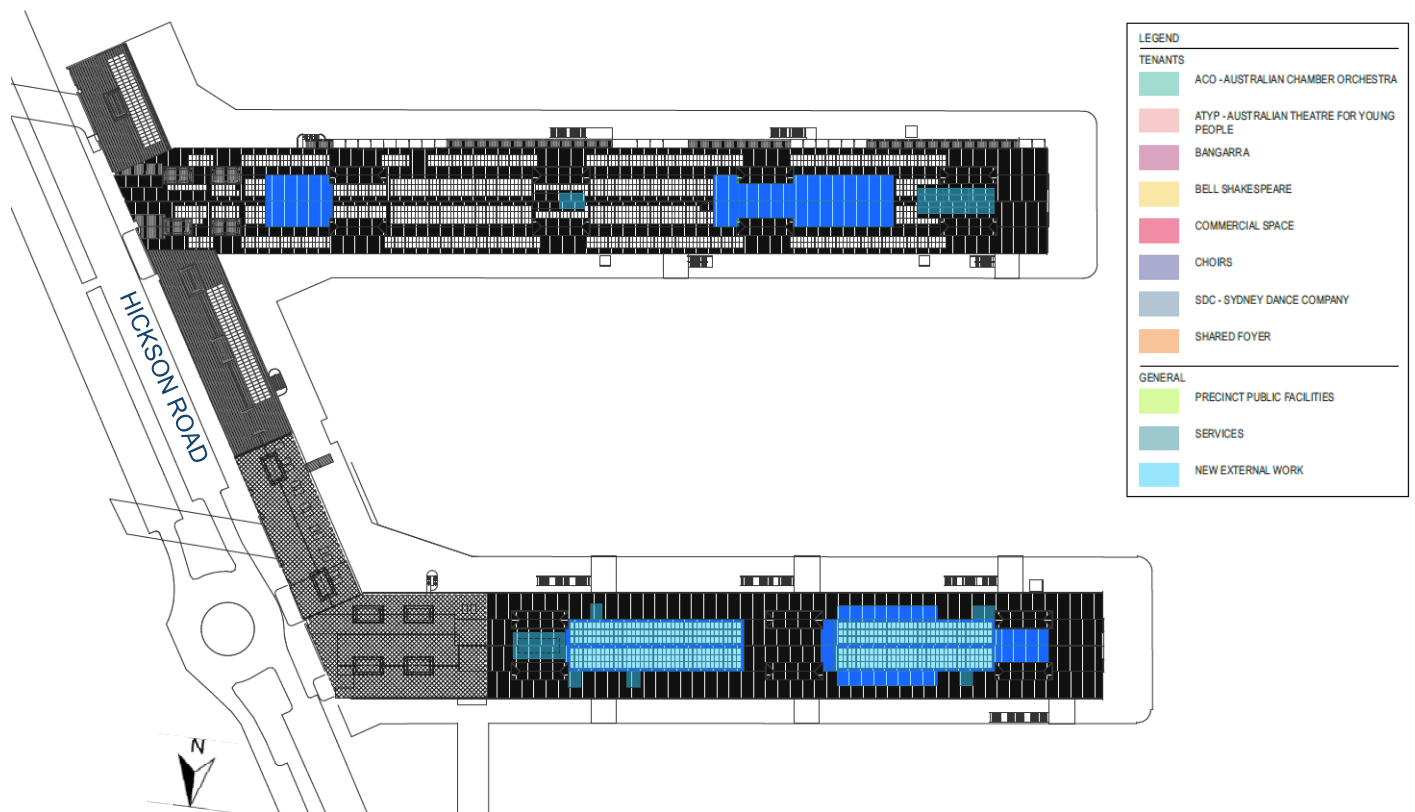
**Figure 3 – WBACP Level 2**



**Figure 4 – WBACP Level 3**



**Figure 5 – WBACP Level 4**



**Figure 6 – WBACP Roof (Level 5)**

### 3.2.4 WBACP External Renders



**Figure 7 – Pier 2 External Render**



**Figure 8 – WBACP Wharf 4 and Pier 3 External Render**



### 3.2.5 WBACP Internal Renders



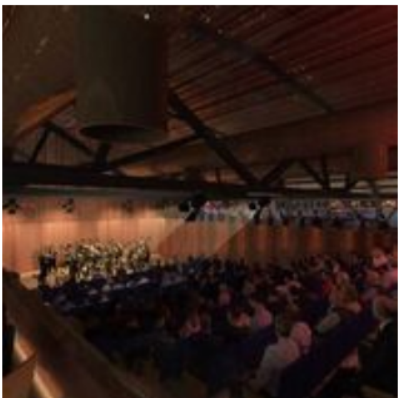
**Figure 9 Pier 2/3 Foyer Ground**



**Figure 10 Pier 2/3 Function Centre**



**Figure 11 Pier 2/3 Foyer Level 1**



**Figure 12 Pier 2/3 ACO Performance**



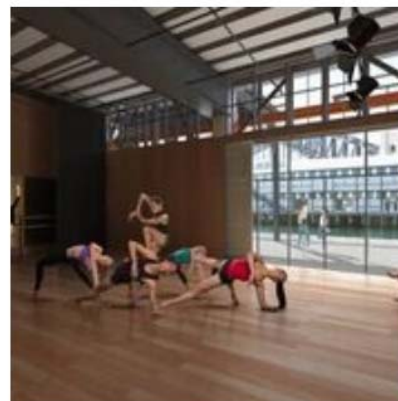
**Figure 13 Pier 2/3 ATYP Theatre**



**Figure 14 Pier Bell Rehearsal**



**Figure 15 Wharf 4/5 Bangarra Function**



**Figure 15 Wharf 4/5 SDC Studio**

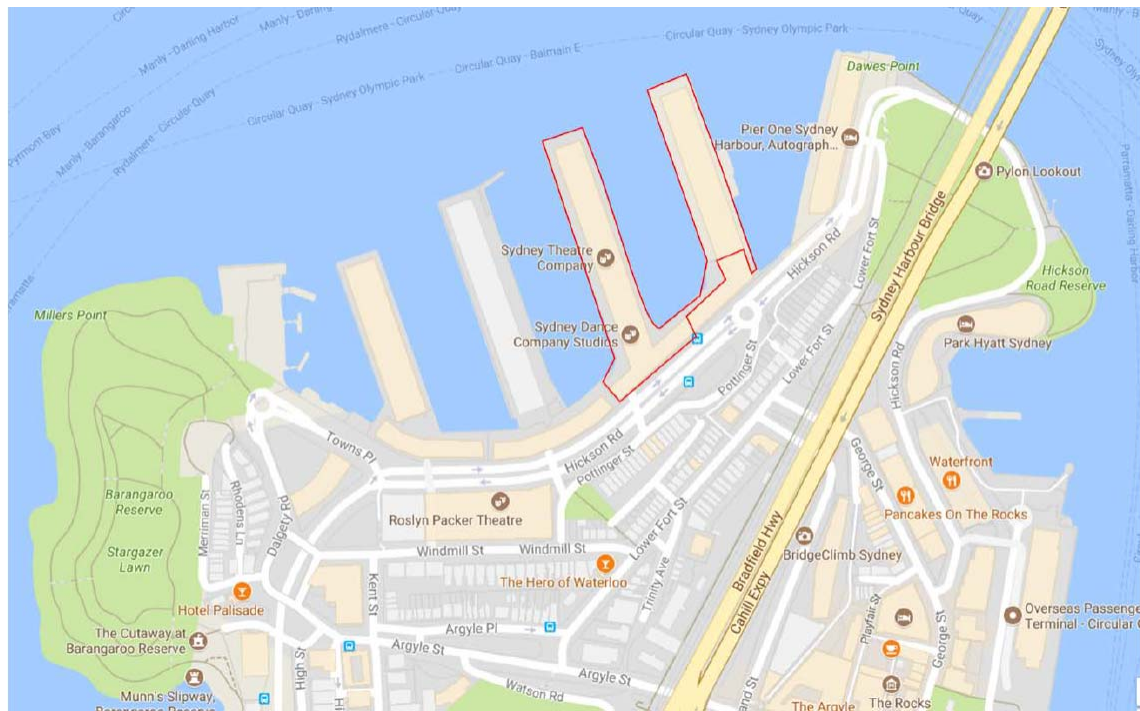
## 4. Site & Location

The site generally comprises Pier 2/3, Wharf 4/5, and Wharf 4/5 Shore Sheds. The site has a street frontage to Hickson Road and is part of the Walsh Bay area, which is located adjacent to Sydney Harbour within the suburb of Dawes Point, as shown in Figure 1 and 2 below:

### 4.1 Location (map)



**Figure 16 - Site Location Ariel (Source: Google Maps)**



**Figure 17 - Site Location Road Map (Source: Google Maps)**

## 4.2 Precinct Description

The site comprises Pier 2/3, Wharf 4/5, and Wharf 4/5 Shore Sheds. The site has a street frontage to Hickson Road as shown in Figure 1. The site is part of the Walsh Bay area, which is located adjacent to Sydney Harbour within the suburb of Dawes Point, including:

### 4.2.1 Tenants

Non-Create NSW Tenancies Shore Shed 2/3 - Use: Commercial office space tenants:

- Lot 1 Stephenson Mansell Group - Tenant
- Lot 2 10,000 Hours - Tenant
- Lot 3 Pier Capital / Meers Group - Owner
- Lot 4-9 Archer Capital - Owner
- Lot 10 Stewart Investors - Tenant
- Lot 11 Tudor Capital - Owner
- Lot 12 Mail Plus / Jigsaw Capital - Tenant
- Lot 13 WWW.Com (The Dubs) - Tenant
- Lot 14 Xref - Tenant
- Lot 15 Angophora Capital - Owner
- Lot 16 Vittoria Coffee - Owner
- Lot 17 Xref - Tenant
- Lot 18 Munro Lawyers – Tenant

Non-Create NSW Tenancies Shore Shed 2/3 - Use: Art gallery/private dining room/café:

- Lot 19 Simmer on the Bay - Owner
- Lot 21-22 Simmer on the Bay – Owner

Non-Create NSW Tenancies Shore Shed 2/3 - Use: Restaurant:

- Lot 20 View by Sydney – Tenant
- Pier 2/3 – Create NSW Tenants:
- Pier 2/3 Function Space – Leased to an Operator (TBA)
- Bell Shakespeare
- Australian Theatre for Young People (ATYP)
- Australian Chamber Orchestra (ACO)
- Wharf 4/5 – Create NSW Tenants:
- Bangarra
- Sydney Dance Company
- Sydney Theatre Company
- Choirs

Shore Shed 4/5 – Create NSW & Tenancy Facilities:

- Choirs
- Commercial 2-4 (TBA)
- Precinct Manager

### 4.2.2 Buildings

The building facilities comprise:

Pier 2/3 – Create NSW & Tenancy Facilities:

- Pier 2/3 Function Space (previously Commercial 1)



- Shared Foyer
- Bell Shakespeare Office
- Bell Shakespeare Workshop
- Bell Shakespeare Rehearsal
- Australian Theatre for Young People (ATYP) Office
- Australian Theatre for Young People (ATYP) Rehearsal 1
- Australian Theatre for Young People (ATYP) Rehearsal 2
- Australian Theatre for Young People (ATYP) Theatre
- Australian Chamber Orchestra (ACO) Event Space
- Australian Chamber Orchestra (ACO) Auditorium
- Australian Chamber Orchestra (ACO) Rehearsal
- Australian Chamber Orchestra (ACO) Reading Room
- Australian Chamber Orchestra (ACO) Office
- Australian Chamber Orchestra (ACO) Core Musicians
- Shared Foyer

Wharf 4/5 – Create NSW & Tenancy Facilities:

- Bangarra Function
- Bangarra Studio
- Bangarra Office
- Bangarra Studio 1-3
- Bangarra Crew
- Sydney Dance Company (SDC) Cafe
- Sydney Dance Company (SDC) Studio 1,2,3,4,5
- Sydney Dance Company (SDC) Office
- Sydney Dance Company (SDC) Company Dancers
- Sydney Dance Company (SDC) PPY Dancers
- Sydney Dance Company (SDC) Instructors
- Sydney Dance Company (SDC) Workshop
- Choirs Office 1-3

Shore Shed 4/5 – Create NSW & Tenancy Facilities:

- Choirs Rehearsal
- Commercial 2-4
- Precinct Manager Office

Shore Shed 2/3 – Non-Create NSW & Tenancy Facilities (Not within redevelopment scope):

- Commercial offices
- Art gallery/private dining room/café
- Restaurant

## 5. Consultation

---

### 5.1 Tenants & WBPA

Tenants and the WBPA will be consulted through the development of the design and during the finalisation of the EIRP.

### 5.2 City and Government Agencies

The City and Government Agencies that will be consulted during the development of the EIRP include:

- NSW Police Force
- Fire and Rescue NSW
- Ambulance Service of NSW
- Emergency NSW
- Transport for NSW
- City of Sydney
- Respective joint planning and coordination committees / groups.

## 6. Emergency Management

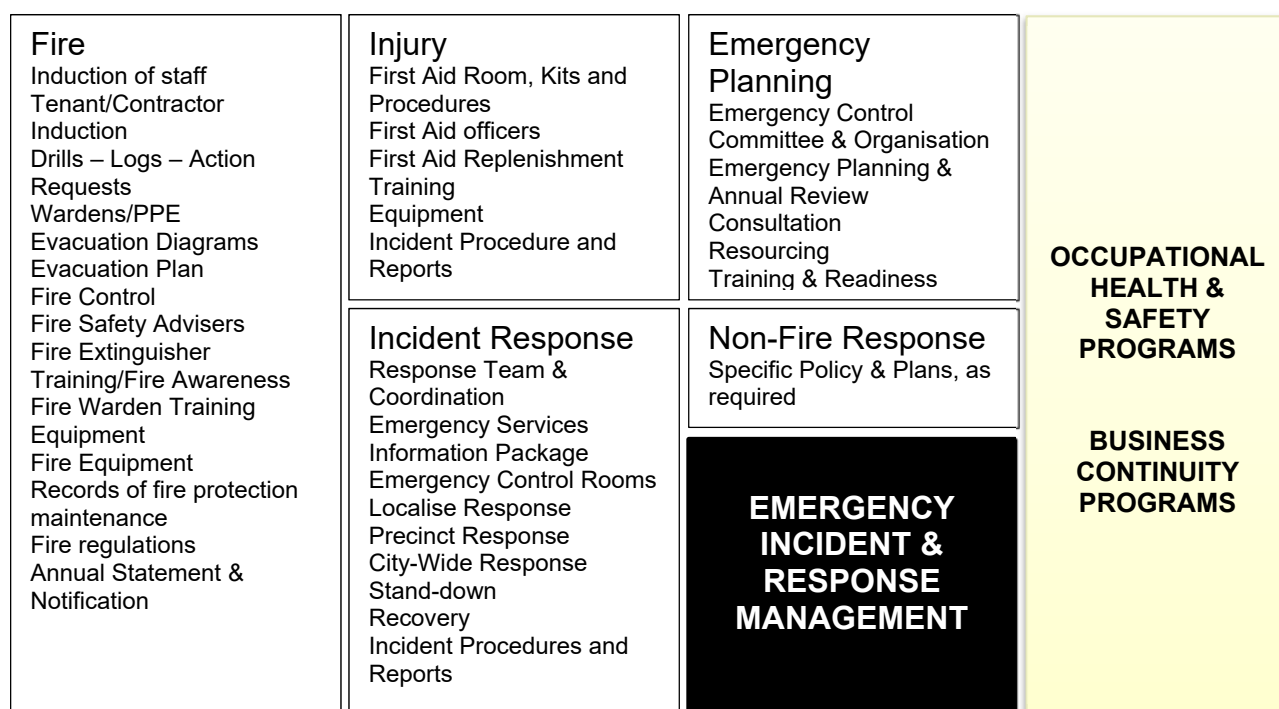
---

Emergency management is defined as a process to reduce loss of life and property and to protect assets from all types of hazards through a comprehensive, risk-based, emergency management program of mitigation, preparedness, response and recovery.

As the design and operational planning progresses and prior to operations a Response Framework & Emergency & Incident Response Plan (EIRP - Comprising Policies, Protocol & Procedures) will be developed in consultation with tenants, WBPA and the respective City and Government Authorities, and will address:

- Governance & control and command (Including assignment of secondary organisational roles for redundancy to enable the EIRP)
- Emergency Services Information Package (Annually reviewed and updated as required to maintain currency)
- Integration to the *Sydney and North Sydney Central Business District (CBD) Evacuation Management Subplan*
- Role of all relevant agency and emergency first responders
- Resource planning
- Standard operating procedures
- Risk assessment & management
- Communications & notification
- Post incident investigation, recovery & assistance
- Annual review & continuous improvement
- Operational & business continuity
- Situational awareness & information sharing
- Terrorism awareness / recognition training / testing
- Suspicious activity monitoring & reporting
- Security clearances for appropriate staff
- Personnel / facilities security / critical infrastructure protection
- Public safety
- Cyber security awareness
- Asset protection
- Response Emergency operations & rescue (Localised, Precinct, City Operations)
- Responder safety
- Incident access control
- Emergency evacuation & shelter in place
- Multi-casualty/ fatality response
- Hostile vehicle
- Hostile persons
- Active shooter
- Bomb IED
- Chemical & biological
- Utilities & services
- Dangerous goods & hazards
- Natural disaster & weather
- Crowd & civil unrest.

The framework proposed is represented as:



**Figure 18 – Emergency & Incident Response**

## 6.1 Agency Roles

One or more agencies have responsibility in emergency responses and may be involved in:

- Responding to the emergency
- Overseeing the control and command for an emergency response and response stand-down
- Securing and /or evacuating the site
- Ensuring remaining building structures are safe
- Clean-up of the site
- Assessing the potential for off-site release of materials into the neighbourhood, and
- Providing information.

Emergency planning and responses for NSW are guided by the NSW State Emergency Management Plan (EMPLAN). The EMPLAN is issued under the authority of the Minister for Police and Emergency Services pursuant to the *State Emergency and Rescue Management Act 1989*. The plan is maintained by the Ministry for Police and Emergency Services on behalf of the State Emergency Management Committee.

In cases of whole of state or area responses, the State Crisis Centre provides direct links to the Commonwealth, and the Police Operations Centre.

The State Emergency Operations Centre is the centre for the Coordinated Response of Emergency Management and relevant agencies.

Key emergency and response agencies as defined in the EMPLAN comprise:

EMERGENCY	RESPONSIBLE AGENCY
ANIMAL, PLANT DISEASE, RODENT OR INSECT PLAGUE	DEPARTMENT OF PRIMARY INDUSTRIES
FIRE (WITHIN RURAL FIRE DISTRICT)	NSW RURAL FIRE SERVICE
FIRE (WITHIN A FIRE DISTRICT)	FIRE & RESCUE NSW
FOOD INDUSTRY	NSW FOOD AUTHORITY
FLOOD	NSW STATE EMERGENCY SERVICE
HAZARDOUS MATERIAL <ul style="list-style-type: none"> <li>ON LAND</li> <li>INLAND WATERS</li> <li>STATE WATERS</li> </ul>	<ul style="list-style-type: none"> <li>FIRE &amp; RESCUE NSW</li> <li>FIRE &amp; RESCUE NSW</li> <li>RELEVANT PORT AUTHORITY</li> </ul>
LAW ENFORCEMENT DURING A DECLARATION	NSW POLICE FORCE
MAJOR STRUCTURE COLLAPSE	FIRE & RESCUE NSW
MARINE OIL & CHEMICAL SPILLS	RELEVANT PORT AUTHORITY
PANDEMIC	NSW HEALTH
SEARCH AND RESCUE	NSW POLICE FORCE
STORM AND TEMPEST	NSW STATE EMERGENCY SERVICE
TERRORIST ACT	NSW POLICE
TSUNAMI	NSW STATE EMERGENCY SERVICE

**Figure 19 – Emergency - Responsible Agencies**

#### 6.1.1 NSW Police

NSW Police is the lead agency responsible for preventing, detecting and investigating crime monitoring and promoting road safety, maintaining social order, performing and coordinating emergency and rescue operations.

They have the responsibility for operational matters, with other agencies contributing to policy formulation and direction on an as required basis.

Police NSW are also the lead agency for counter terrorism in NSW.

Upon completion of their response to the incident the officers will hand over control of the site to the Precinct Manager.

#### 6.1.2 Fire and Rescue NSW (FRNSW)

FRNSW is the lead agency for extinguishing fire and rendering the site safe. Officers of FRNSW will determine if the building is likely to contain asbestos that may present a health risk.

Where necessary they will isolate the area with warning tape advising that there is a danger and that the area should not be entered.

Upon completion of their response to the incident the officers will hand over control of the site by giving the Precinct Manager a completed FRNSW Handover of site of FRNSW Response form.

### 6.1.3 Environment Protection Authority (EPA)

The Environment Protection Authority (EPA), the EPA is the lead agency for ensuring that clean-up of the site is conducted by the person or company responsible for the incident and managing any off-site public health risks.

EPA's involvement in an asbestos related fire incident also includes providing advice in relation to transport and disposal of material containing asbestos.

### 6.1.4 NSW Health

NSW Health may be requested to provide advice on public health issues when there is the potential for public exposure to asbestos.

Advice may include technical information/support on potential public health risks to concerned residents and assisting other agencies with the preparation of public health information bulletins.

### 6.1.5 WorkCover NSW

WorkCover NSW would be the lead agency for ensuring that clean-up of the site is conducted by persons who are appropriately licensed with either a Friable or Bonded asbestos removal license and for managing any Occupational Health and Safety issues.

## 6.2 Role of the Precinct Manager

WBACP Emergency and Incident Response Plan will be finalised for approval with Occupation Certification. The ongoing management, implementation and review of the plan will be facilitated by the Precinct Manager in consultation with an Emergency Management Committee and Create NSW, tenants, WBPA and respective City and Government Authorities.

It is proposed that the Precinct Manager and the on-duty head warden will have the onsite responsibility to initiate evacuation and the level of evacuation for the precinct. In the instance that either of these positions are not available to respond then the security officer in charge will act on behalf of the Precinct Manager and the on-duty head warden.

The Precinct Manager will be responsible and/or assist to enable emergency response for the WBACP operations and will ensure personnel who may be involved undertake appropriate training and hold, where relevant appropriate licenses or certificates of competencies to undertake their duties E.g. Security guards, divers, fire services providers, etc.

The Precinct Manager will also maintain the facility services and equipment. This will include ensuring statutory approvals, certification and reporting is maintained for facilities, including for services and equipment provision, facility fit-out or upgrades, maintenance works, training, testing and review.

The Precinct Manager will liaise and coordinate with authorities to participate in joint training and exercises that may be required to enable the effective response for City-wide emergency management and evacuation, as may be required.

The Precinct Manager will liaise and coordinate with authorities to enable the effective response for City-wide emergency management and evacuation, as may be required.

The Precinct Manager will also review and approve the adequacy of any tenant, hirer and event specific emergency response plans for the WBACP, with respect to their compatibility with the WBACP plans and policies.

## 6.3 WBACP Emergency Control Organisation

The Emergency Control Organisation should comprise:

- Chief Warden and Emergency Controllers for the precinct
- Tenancy and Area Wardens
- Assembly Wardens
- First Aid Officers
- Security Officers

The Emergency Control Organisation should consult with the Precinct Manager to enable the:

- Establishment of the Emergency Control Organisation for WBACP.
- Design and implementation of the WBACP EIRP.
- Appointment of persons to emergency role / positions (Including the assignment to secondary organisational response roles for redundancy to enable the EIRP)
- Confirm and arrange the training of personnel.
- Confirm and arrange the evacuation exercises.
- Annual Review WBACO EIRP effectiveness and enable procedure improvements.

The committee should meet at annually to review the Emergency Control Organisation and WBACO EIRP.

## **6.4 Responses & Evacuation Levels**

### **6.4.1 Localised Responses**

A localised response may include an initial response within a tenancy or site of an incident which may include:

- Use of installed firefighting equipment e.g. deluge, hydrant systems etc.
- Fire suppression mediums e.g. Foam stocks, etc.
- First attack (first aid) firefighting equipment e.g. portable fire extinguishers, hose reels.
- Emergency response or on-site firefighting teams, where staffing levels are appropriate.
- First aid officers/teams and use of equipment.
- Specialist equipment that may be available e.g. warehouse lifting equipment, etc.
- Raising of the Alarm.

### **6.4.2 Precinct Responses**

A precinct response may include an initial response as identified in the localised Response and it will also include the additional implementation of:

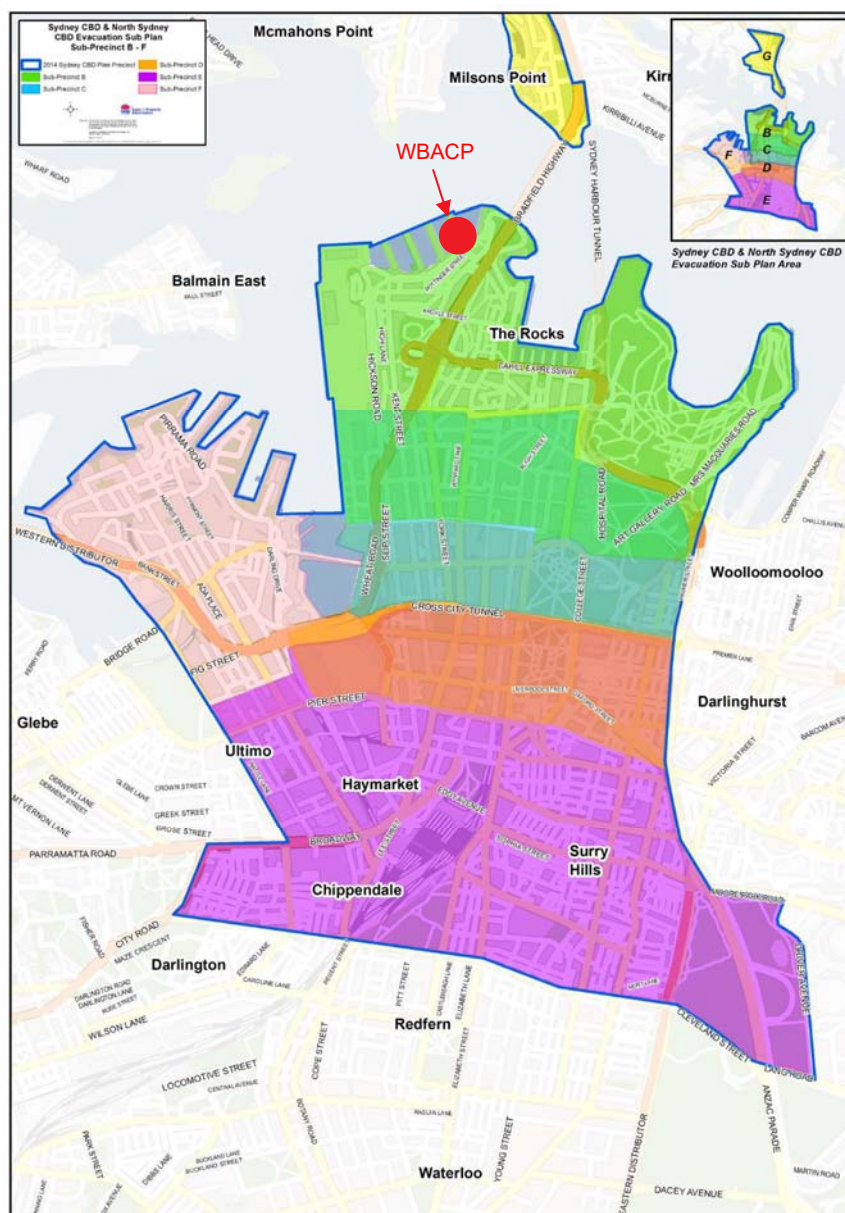
- Precinct Coordination and liaison emergency services.
- Enablement of control and command until arrival of emergency services.
- Once the emergency services have declared that their role is complete, control of the site will be handed back to the Precinct Manager. The EIRP will address how the Precinct Manager will deactivate the emergency plan and facilitate restoration and reconstruction activities to resume normal operations of the site in consultation with affected stakeholders and tenants.

### **6.4.3 City-Wide Response**

WBACP recognise that NSW has well established and tested emergency management arrangements under the State Emergency and Rescue Management Act 1989 (SERM Act) and its subordinate State Emergency Management Plan (EMPLAN), sub and supporting plans and guidelines.

The Sydney Metropolitan Area has several large central business districts and has district Evacuation Management Subplans. WBACP falls within the B Sub-Precinct area of the Sydney and North Sydney Central Business District (CBD) Evacuation Management Subplan – or the Sydney CBD Evacuation Plan (SCBDEP) in short.





**Figure 20 – Sydney CBD Evacuation Plan & WBACP Location**

The SCBDEP focuses on the primary evacuation points in the CBD, escalation processes, communication channels, directions to the public and alternative transport arrangements. It has been developed to consider a broad section of the community including residents, schools, community groups, property owners and managers, commuters and businesses.

The plan caters for the worst-case scenario of an evacuation of a large section or all the CBD area combined with a loss or major disruption to our normal transport services.

Agencies with legislated authority can order an evacuation, including Combat Agencies with appropriate legislation and the NSW Police. NSW Police will generally enforce such orders and may use reasonable force in some circumstances which is detailed in the EMPLAN.

WBACP will reflect and incorporate the requirements of the EMPLAN and the SCBDEP into its emergency response and evacuation planning.

## 6.5 Raising the Alarm

The EIRP will detail the actions of person/s who first notice an emergency occurrence and how they are to activate or raise an alarm. The EIRP will include:

- Pre-planned responses to raised alarms.



- Alarm and communications procedures. The contact number should always be identified as '000' triple zero. Instructions should also be provided on information to be given to the emergency service including:
  - Location of the site
  - The type of emergency
  - Any casualties or injuries
  - What assistance is required
  - Any hazards that may be encountered
  - Your name and telephone contact number.
- Details of the types of alarm systems installed and how they are operated, tested and maintained.
- Manual alerting instructions should be provided to initiate emergency procedures for the site (e.g. contact site's emergency controller, activate manual call points).
- Contact numbers of adjacent facilities should be provided so that a nominated person can notify those facilities of an emergency which may have some impact upon them.

## **6.6 Fire / Gas Leak/ Explosion/ Spills**

If fire, gas leak, explosion or spill incident occurs the following principles will apply:

- Call 000 and ask for the NSW Fire Service.
- Sound the Alarm to enable the evacuation of the facility to be enabled.
- Containment of hazard e.g. fire or spill (specify actions to minimise any secondary damage, if safe to do so e.g. Gas / Plant shutdown, first aid firefighting, etc)
- Rescue and first aid provision (highlighting that rescuers should not place themselves in danger)
- Enablement of emergency and evacuation procedures.
- Some functions will be performed by all persons (e.g. evacuation) while others by nominated response roles (e.g. first aiders).
- Complying with direction and instruction from emergency services.
- Once the emergency services have declared that their role is complete, control of the site will be handed back to the Precinct Manager for stand-down.
- Cooperation with statutory investigations requirements, as may be required, to preserve evidence for internal and/or external investigations.

## **6.7 Vehicle/Pedestrian Access and Emergency Response**

The Public Domain areas (including Aprons) of the Precinct are open to the public on a 24 hours basis, and will only be modified during occasional maintenance and/or special event operations<sup>1</sup>, where it is necessary to facilitate effective traffic and crowd management, or enable life safety risk measures when risks present.

A key principle which has been utilised for the design of access for the Precinct is the separation of Back-Of-House (BOH) operations from Front-Of-House (FOH) (spectator / visitor) movement, to provide a safe environment for everyone visiting the Precinct.

---

<sup>1</sup> It is noted that large scale special events (commercial, public and community events) that fall outside of the standard business activities of the WBACP and its respective tenants' activities that plan to use the public domain of the WBACP will need to provide an Event Plan for approval of the Precinct manager and will also require event approval by the City of Sydney, who is the current consenting authority for events within the Sydney CBD. As is the case for Vivid, the Sydney Morning Herald Running Festival, etc.

### 6.7.1 Pedestrian

Key principles include:

The specific needs for disabled occupants will be addressed and appropriate evacuation measures implemented to ensure all occupants can be safely evacuated.

- The specific needs for disabled occupants will be addressed and appropriate evacuation measures implemented to ensure all occupants can be safely evacuated. WBACP is also being designed to adequately reflect the needs people with a disability and will comply with AS 1428.1 Design for Access and mobility, providing equitable and dignified access to people with mobility, vision hearing or intellectual disabilities.
- A minimum width will be maintained for egress paths for pedestrians always. The width is to be determined following finalisation of the detailed designs.
- No loose items in egress path including furniture, display items, hire plant, rubbish bins, ticket counters, signs, aisle ropes, pallets and stands will be permitted.
- Foyers and fire assembly gathering areas must not be blocked or significantly reduced to allow free flow to fire exits and egress from tenancies within the precinct.

### 6.7.2 Occupants with Disability

The future design and planning of services will address the requirements to effectively manage occupants / visitors to WBACP with a disability include enabling services for people that require:

- More time or different forms of communication, compared with other occupants, to respond to an emergency.
- Assistance to respond to an emergency.
- Assistance to evacuate from a facility.

The requirements will be in accordance with the Commonwealth Disability Discrimination Act 1992 (DDA) where the definition of “Disability” includes but is not limited to the meaning given in Section 4. (1), sub-sections (a) to (h) for “Disability”, within the DDA; and the “Occupant/visitor with a disability” also includes an associate of a person with a disability as defined in the DDA, or a companion animal.

The following will be considered, with regards the future planning of design and services for WBACP:

- evacuation arrangements for persons with a disability shall be considered in the development of the emergency response procedures.
- Individual Personal Emergency Evacuation Plans (PEEPs) that can be tailored for occupants with a disability who may need assistance during an emergency and developed in consultation with the person I.e.: Disabled workforce, performers, students and or visitors who regularly attend to participate in Arts and Cultural programs.
- Information on the PEEP shall be disseminated to all people responsible for its implementation.
- Design of refuge areas and / or a managed solution to facilitate a safe delay for people to wait for assistance to egress the facilities designed to protect people from heat, smoke and toxic gases and which provides direct access to an exit.
- Provisions for stairway evacuation and mobility devices for people who use wheelchairs or who otherwise would need to be carried down the stairway.
- Provision of audio and visual cues for warnings, during and after an emergency response to communicate and inform people with visual and hearing disabilities.
- When developing emergency response procedures, consideration shall be given to occupants and visitors who for one reason or another are unlikely to be able to act optimally in an emergency. This would include but not be limited to occupants and visitors who:

- are accompanied by an assistant
- have a guide or companion animal
- use alternative forms of information and communication
- have an ambulatory disability
- use a wheeled mobility appliance, including wheelchair or scooter
- are easily fatigued
- easily experience acute anxiety in an emergency.
- easily experience extreme confusion in an emergency.
- A register will be maintained by the Precinct Manager and communicated in daily briefings for marshals, security, and chief area wardens assist in enabling the implementation of an emergency response for occupants with a disability.
- Training and testing provided for emergency response staff.

#### 6.7.3 Vehicle:

Key principles include:

- Emergency vehicle and response access to the WBACP and its facilities will be prioritised and coordinated with the support of the Precinct Manager.
- Management of risk for authorised vehicles include:
  - Only vehicles authorised by Precinct Manager and displaying a valid entry permit will be permitted to enter the precinct.
  - Authorised vehicles must be scheduled and escorted when within the Precinct and must not exceed walking pace.
  - Vehicles are not permitted to drive on or in designated specialist production areas, pedestrian easements or on sensitive heritage items unless protection measures such as Protrack, plywood boards or similar measures are used for all vehicle movements, access is controlled and approved by the Precinct Manager.
  - No vehicle shall be parked within the confines of the Precinct unless approved by the Precinct Manager.
  - Illegally parked vehicles in the Precinct will be infringed.

#### 6.7.4 Waterfront Edge Protection

Key principles include:

- Given the location of the WBACP and its waterfront location, waterside response may be required and may include underwater responses undertaken by divers. Dive work is a specialist response requirement and will require suitably skilled persons to undertake dive work. (through training, qualification and experience).
- Specific procedures for waterside safety will be developed as part of the EIRP.
- To ensure the safety of all visitors given the waterfront location of the WBACP, water edge protection and monitoring controls will be established including:
  - CCTV monitoring of waterside edges around the aprons.
  - Provision of waterside response and emergency management will be addressed in eth developed on the EIRP. Use of balustrades and fencing to entry and egress areas immediately outside of alcohol service locations and within 5 meters of the waterside edge, or the use of approved fixed planter boxes to areas within 10 meters of the waterside edge.

#### 6.7.5 Dive Response and Recovery

- Given the location of the WBACP and its waterfront location, there may be times where an emergency response may require an under-water response using divers.
- There are specific laws about undertaking dive work safely and specialist trained personnel will be used:
  - Safe Work Method statements and procedures will be developed in relation waterside rescue and dive recovery activity.
  - Emergency Responders must hold a current certificate of medical fitness to be able to be a dive work.
  - Emergency Responders hold a certificate for general diving work.
  - Emergency Responders have completed a certain number of hours of relevant diving experience.
  - Emergency Responders are suitably skilled (through training, qualification and experience).

#### 6.7.6 Wayfinding and Signage Strategy

- Wayfinding and signage strategies for the WBACP will use and apply *the City of Sydney Wayfinding Strategy and Legible Sydney Design Manual*.
- The Precinct signage will include general signage, egress, access and emergency signage in and around the facilities including front-of-house and back-of-house areas including associated security, safety and compliance signage. It will be integrated with the existing Precinct tenant's signage and the commercial obligations associated with sponsorship, branding and/or naming rights.
- For further detail regarding signage locations and specifications refer to the *WBACP Wayfinding & Signage Report, September 2017, by Urban and Public*.
- As the design progresses wayfinding and signage will be updated in accordance with agreed emergency management requirements.

### 6.8 Natural Disasters

The development of the EIRP will refer to appropriate guidelines and implement operational procedures specific to the type of natural disaster, such as those outlined by NSW Health and the Natural Hazards Public Health Considerations Guidelines which identify preparation and response and recovery approaches. Noting that State Health Communications Controller would advise and communicate relevant alerts, warnings and information during a natural disaster. Natural Disasters identified include:

- Bush fire (including smoke air quality impacts)
- Cyanobacteria bloom
- Dust storm
- Earthquake
- Extreme cold
- Extreme heat
- Flood
- Landslide
- Severe storm
- Tsunami
- Power outage
- Cleaning up the aftermath

## 6.9 Terrorism

The security design brief for WBACP has been developed through several underlying security principles systems, security measures that are layered to provide a succession of concentric barriers around WBACP.

Deter, detect, delay, and respond (D<sup>3</sup>R) are the core components of the proposed security protection strategy.

Security methods such as signage, adequate lighting levels, CCTV coverage, and Crime Prevention through Environmental Design (CPTED) can deter opportunistic crime from occurring.

As the design and operational planning progresses and prior to operations the security strategy and provisions will be reviewed and incorporated into the EIRP. These will be developed in consultation with tenants, WBPA and the respective City and Government Authorities. As part of this the Terrorism response for the WBACP will be progressed noting:

- WBACP will work within the requirements of the NSW Counter Terrorism Plan and the NSW Police Integrated Command and Control Model.
- Response to incidents of terrorism requires a diverse range of resources, skills and knowledge and requires clearly defined lines of command and control. The NSW Counter Terrorism Plan outlines responsibilities, authorities and the mechanisms to prevent, prepare for, respond to and recover from acts of terrorism within New South Wales.
- The NSW Commissioner of Police is responsible for the response to, and management of, a terrorist incident within NSW. NSW uses an Integrated Command and Control Model to effectively manage such an incident. Police will establish a Police Forward Command Post at the incident site under the command of a Police Forward Commander. If Police require support from other agencies, the Incident Command and Control Model provides for a Senior Police Officer (the Site Controller) to attend the site and take control of the supporting emergency services and functional agencies which may include transport, health, engineering and welfare services. In the event of an attack involving multiple locations, the Police Commander may appoint many Police Forward Commanders to manage the respective sites.
- For terrorist incidents, NSW establishes the State Operations Centre, which is a consolidation of the Police Operations Centre and the State Emergency Operations Centre. This unique arrangement is designed to effectively control both crisis and consequence management operations. The State Operations Centre is under the control of a nominated Police Commander.

Other key guidelines noted:

- Australia's Strategy for Protecting Crowded Places from Terrorism
  - Australia's Strategy for Protecting Crowded Places from Terrorism
  - Crowded Places Security Audit
  - Crowded Places Self-Assessment Tool
- Active Armed Offender Guidelines for Crowded Places
- Improvised Explosive Device Guidelines for Crowded Places
- Chemical Weapon Guidelines for Crowded Places
- Hostile Vehicle Guidelines for Crowded Places
- National Guidelines for Protecting Critical Infrastructure from Terrorism
- The National Code of Practice for Chemicals of Security Concern
- National chemical security resources for industry and the community
- Security of sealed radioactive sources - NSW Environment and Protection Authority

## **6.10 Medical Emergency**

A medical emergency is an acute injury or illness that poses an immediate risk to a person's life or long-term health. The development of the EIRP will include the development of specific medical emergency response protocols and procedures.

These emergencies may require assistance by first aid officers and/or emergency services, such as ambulance.

The Precinct Manager and respective tenants will ensure:

- provision of and access to first aid equipment and facilities
- that an adequate number of staff have been trained to administer first aid.
- Any specialist equipment training is also provided and equipment maintained.

Emergency response and first aid requirements may vary from one area to the next depending on:

- the nature of the activities or work being undertaken
- the types of hazards present
- the size, location, number and composition of people in the area

These factors will be considered in deciding the operational emergency response and first aid arrangements. This will also include:

- Resource planning (resource and skill/training requirements, and number of response staff and first aiders who should be available to respond, and redundancy planning requirements).
- Medical emergency response contact information phone numbers and information services.

## 7. Emergency & Incident Response

---

The definition of an emergency varies from incident to incident (or an emergency response event), but typically involves any unplanned activity that causes death or significant injury, disrupts operations, causes physical or environmental damage, threatens the reputation of the event or significantly decrease the revenues associated with an event. They may include:

- Crowd crush
- Fire and/or explosion
- Flood
- Severe weather
- Earthquake
- Civil disturbance
- High risk work
- Terrorist threat
- Medical emergency
- Biological or chemical incidents
- Communications failures, etc.

### 7.1 Emergency and Incident Response Plan (EIRP)

*WBACP EIRP* will be finalised for approval with Occupation Certification. The ongoing management, implementation and annual review of the plan will be facilitated by the Precinct Manager in consultation with Create NSW, tenants, WBPA and respective City and Government Authorities.

The WBACP EIRP will also include the WBACP Emergency Evacuation Plan.

Special events, events that do not form a part of the standard business operations of the Arts and Commercial Tenancies such as major events like Vivid or other outdoor public and community large scale events will need to seek approval from the City of Sydney, who is the consenting authority. As part of this process Event Specific EIRP's will be required to be developed. Where a large event is proposed, it is recommended that an experienced and qualified security consultant or crowd control manager review the final event EIRP.

Event Specific EIRP's must refer to the conditions of the *WBACP Emergency and Incident Response Plan* and must be annually reviewed and approved by the Precinct Manager who will facilitate the consultation of these plans with WBACP tenants and the WBP.

The EIRP will be reviewed annually, after an incident and following the completion of evacuation training to ensure its currency and improvement. Related ERIP training will also be undertaken on an annual basis as a minimum.

### 7.2 WBACP - Emergency Evacuation Plan

The WBACP is currently utilising Emergency Procedures developed by Trim Evac Pty Ltd. These will be reviewed and updated to reflect new development.

The future Emergency Evacuation Plan, will be developed in consultation with tenants, City and Government Authorities such as City of Sydney, Fire and Rescue NSW, NSW Police and NSW Ambulance. It will consider the risk and measures for the operations of WBACP and its tenancies and include consideration for mass evacuation to manage larger numbers of visitors when events are conducted within the buildings, or to facilitate a response to city and precinct wide threats including fire, terrorism and/or civil unrest.

As part of the plan the following clear and concise information will be included:

- Emergency Services Information Package



- contact details for key personnel who have specific roles or responsibilities under the emergency plan, for example the precinct and tenancy management, security personnel, fire wardens, floor wardens, first aid officers and marshals (traffic/crowd).
- Contact details for local emergency services, for example police, fire, ambulance, water / air rescue, traffic management and hospital.
- description of the mechanisms for alerting people (public, staff, hirers and service providers) to an emergency or possible emergency, for example siren or bell alarm.
- evacuation procedures including arrangements for assisting any hearing, vision or mobility-impaired people.
- Site Plans (clear and unambiguous) of the facility illustrating:
  - Site boundaries
  - Normal entrances and exits to the site
  - Emergency entrances to the site
  - Internal roadways
  - Buildings and structures
  - Locations of placard quantities of hazardous chemicals, any number of explosives and security sensitive dangerous substances (any ventilation points etc. should be indicated)
  - Locations of other significant hazardous materials
  - Assembly and safe areas
  - Fire Safety Equipment (e.g. boosters, hydrants, sprinklers, fire hose reels, fire/emergency control centres, PPE for site personnel etc.)
  - Water supplies (e.g. street mains and hydrants, static water supply)
  - Main electrical switchboards (isolation points)
  - Main gas supply valve/s (isolation points)
  - Other critical isolation valves (e.g. hazardous chemical pipes, stormwater and other containment systems such as bunds).

Note: Current design drawings and services and any updated design drawings (as design and solutions progress) would be referred to determine simplified site plans for response.

- Emergency management protocol and control (localised, precinct & city-wide control and command authority).
- Identify when triggers and processes for advising neighbouring businesses about emergencies.
- post-incident follow-up process, for example notifying the regulator, organising trauma counselling or medical treatment.
- Procedures for testing the emergency plan including the frequency of testing must be included.
- Training requirements and safety obligations.

The Precinct Manager, will be responsible for managing updating the EIRP to ensure they encompass and future changes or to the design and / or operations of the precinct and include information relating to OHS, life safety and public safety, civil unrest and terrorism, asset protection and business continuity, emergency management and systems.



## 8. Fire Engineering Assumptions

---

Fire Engineering Assumptions have been summarised and detailed within the:

- WBACP Fire Engineering Concept Report, ARUP September 2017

This report describes the concept fire safety design for the proposed refurbishment. The concept design has been developed using a combination of performance based fire engineering and Deemed-to-Satisfy (DtS) Provisions as set out in the Building Code of Australia (BCA) 2016[1]. This report addresses the Secretary's Environmental Assessment Requirements (SEARs) number 16. It also outlines the preliminary fire safety measures required to support the Performance Solutions and shall be incorporated into other design team documentation. FRNSW have provided three separate sets of comments on the previous SSDA and fire strategy submissions; these comments have been addressed in Appendix C of this report.

- WBACP Fire Engineering Brief, ARUP May 2017.

This report provides the design team an understanding the design fire safety measures required to be implemented as part of the overall fire safety strategy for WBACP. Full details of the non-compliances, assessment methodology and acceptance criteria for in-principal acceptance with the Certifier and FRNSW are contained within the Fire Engineering Brief Questionnaire (FEBQ) which should be referred to (Appendix D of the Brief) to understand the BCA non-compliances addressed.

As the design and operational planning progresses these reports will be amended (by update or supplementary reports) to reflect the requirements as may be agreed as part of the formal fire strategy approvals process in NSW.

It is noted that as the detailed design progresses then a FEBQ meeting will be held with the FRNSW to discuss in detail the proposed fire safety strategy.

In relation to the strategies, criteria and methodologies to be applied, agreement will be sought with project stakeholders and appropriate regulatory authorities (e.g. Building Certifier) regarding their applicability and suitability.

Agreed acceptance criteria where applicable will be used to evaluate the results obtained from analysis of the Performance Solutions. In circumstances where the analysis meets the agreed acceptance criteria, the Performance Solutions will be considered to meet the Performance Requirements of the BCA. However, in circumstances where assessment determines that the proposed design does not meet the agreed acceptance criteria, variation, amendment and re-evaluation of the proposed building design is to be undertaken.

## 9. Dangerous Goods

---

### 9.1 Emergency Services Information Package

As part of the EIRP and Emergency Services Information Package will be developed that includes:

- A company letter head as a title page displaying business address, PO Box, Head Office address, two emergency contacts (names, corporate positions, business and after hours contact numbers), date prepared and the location of any manifests, emergency plans and Material Safety Data Sheets (MSDS) held on site.
- Two (2) copies of a scaled site plan (A3 minimum size); FRNSW Guideline for Tactical Plans and WorkCover Code of Practice - Storage and Handling of Dangerous Goods should be used as a guide. In addition to the information required by those documents, the site plan should also include assembly points, any hazardous chemical ventilation points and details of containment (e.g. bunding), drain isolation and discharge points.
- A copy of the sites hydrant system block plan.
- A current copy of the 'Acknowledgement of Notification of hazardous chemicals on premises' received from WorkCover (where applicable) or similar concise list detailing location, quantity, class, and name of materials.
- Details of any hazardous chemicals manufactured or blended on site for which the emergency services may not have access to a MSDS (if applicable).
- Highlight details of any Class 4.2 or 4.3 hazardous chemicals, or any other substances that are reactive to water, on site (if applicable).

### 9.2 Emergency Response Planning for Contaminants and Hazardous Materials

An Environmental Site Assessment has been undertaken by JBS&G it identifies existing considerations for the site.

Appropriate incident and emergency response for these will be incorporated into the future development of the EIRP.

Key considerations will include:

- Recommendations made within the '*Hazardous Materials Re-Assessment, Wharf 4-5 Hickson Road Walsh Bay NSW*' Prepared by Prensa Pty Limited (September 2012) for the management of future redevelopments of the site.
- Guideline for emergency plans at sites having hazardous chemicals, FRNSW Version 03 – 10 October 2012
- Dangerous Goods Act 1975.
- AS 1940B1993: The Storage and Handling of Flammable and Combustible Liquids
- AS 4452B1997: The Storage and Handling of Toxic Substances
- AS 4326-1995 The storage and handling of oxidising agents
- AS 3780-1994 The storage and handling of corrosive substances
- AS 2507-1984 The storage and handling of pesticides
- AS/NZS 4452-1997 The storage and handling of toxic substances.

### 9.3 Hazardous Materials and Chemicals

Precinct maintenance stores and materials are outsourced and will not be housed within the precinct.

Tenant may use Hazardous Materials and Chemicals as a part of their operations, such as in warehousing and set build facilities. The planning for management of hazardous material will be undertaken in consultation with tenants (new and existing) that may use materials in the new proposed facilities.

Key principles:

- Where a chemical, hazardous substance, including gases, are brought, stored or handled, on site (by contractors, tenants, hirers or other users of the precinct) then it shall be accompanied by a Material Safety Data Sheet (MSDS) and provided to the Precinct Manager to be maintained on an integrated register.
- The MSDS are to contain information on clean up instructions and should a chemical spill occur it is to be cleaned up immediately and precautions taken in respect of the type and amount of chemical spilt. The person using the hazardous material must provide spill kits appropriate to manage the hazard.
- Temporary signage and barriers should be also utilised where appropriate and the matter reported to the Precinct Manager of the work being undertaken.
- Appropriate risk assessment, safe work method statements and procedures, induction and training will also be required when hazardous materials are used and evidence of these must be provided to the Precinct Manager for reference.

## 10. Education & Training

---

WBACP recognise that the capability to efficiently conduct evacuation operations depends upon the ensuring that emergency response resource is adequate and that people who undertaking a role for emergency and evacuation response must be competent and be appropriately trained.

The regular testing of facilities, systems and personnel is also required to ensure effective response implementation and this is achieved by emergency response and evacuation exercises involving tenants, occupants and visitors to the precinct.

Personnel must be adequately trained in emergency procedures. Arrangements for information, training and instruction will be set out in the WBACP EIRP and include communication and escalation protocols, practising evacuations, identifying assembly points, location of emergency equipment, first aid arrangements and how to safely shut down machinery.

In determining the training requirements, the following will be considered:

- inclusion of emergency procedure training and induction for all staff, hirers and service providers
- provision of refresher training
- provision of specific training for individuals who have a formal role in an emergency for example fire wardens, floor wardens, security and first aid officers.

As the WBACP comprises shared facilities the development and training requirements will extend across tenancies, their staff and/or agents and respective stakeholders that use and/ or are affected by the operations of the WBACP will be consulted and required to comply with the WBACP requirements.

The Precinct Manager will be responsible for the consultation and coordination of operations, including emergency response training with the Emergency Management Committee and response personnel.

Where relevant appropriate and current licenses or certificates of competencies must be included on a register and copies of licenses and certificates provided to the Precinct Manager. E.g. For personnel including but not limited to security guards, divers, fire services providers, etc.

The WBACP may be required to participate in joint training and exercises to enable the effective response for City-wide emergency management and evacuation. These arrangements will be coordinated by the Precinct Manager with relevant stakeholders.

The ERIP will be reviewed annually, after an incident and following the completion of evacuation training to ensure its currency and improvement. Related ERIP training will also be undertaken and on an annual basis as a minimum.

# 11. Compliance

---

## 11.1 OHS Preparation, maintenance and implementation of Emergency Plans

Under the Work Health and Safety Regulation 2017, all person(s) conducting a business or undertaking at WBACP have a duty to prepare, maintain and implement emergency plans and procedures to ensure:

- an effective response to an emergency
- evacuation procedures
- notifying emergency service organisations at the earliest opportunity
- medical treatment and assistance
- effective communication between the person authorised by the person conducting the business or undertaking to coordinate the emergency response and all persons at the workplace
- testing of the emergency procedures, including the frequency of testing
- information, training and instruction to relevant workers in relation to implementing the emergency procedures.

It is recognised these must be relevant to the nature of the work or activity being carried out, the nature of the hazards associated to the location, activity, service or products used and relevant to the size and composition people attending, participating or who are directly affected.

Business or undertaking, including special events, required to provide specific EIRP must refer to the conditions of the agreed WBACP EIRP. All specific EIRP's should be developed in accordance with regulations, Australian Standards, codes and guidelines, as may be relevant and must be provided to the Precinct Manager for annual review and approval.

Noting that consultation for the develop of these individual EIRPs is the overall responsibility of the plan owner, the Precinct Manager will assist to facilitate the consultation of these plans with WBACP tenants and the WBPA.

A register and copies of all relevant and current statutory approvals and compliance certification related to the business or undertaking, must also be provided to the Precinct Manager, such as and including Development Certification, Occupation and use Certification and Equipment testing Certification.

## 11.2 Fire Safety Schedule and Annual Fire Statements & Certificates

Annual Fire Statements and ongoing fire safety certificate for services and equipment must also be maintained by businesses and users of the WBACP and provided to the Precinct Manager.

The Precinct Manager will be responsible for the management of all the base building and precinct services, maintenance and facilities compliance, as well as monitor activities and compliance of other businesses and users of the precinct.

A copy is required to be provided to FRNSW, in accordance with clause 172 of the Environmental Planning and Assessment Regulation 2000, as soon as possible after the certificate is issued.

The fire safety certificate is a statement that the fire safety measures in the building can perform to the standard defined by the fire safety schedule or as originally designed and implemented. The fire safety certificate is issued at the completion of building works on the fire safety measure and is required before an occupation certificate can be issued. Where:

- The interim fire safety certificate covers each essential fire safety measure specified in the fire safety schedule for the part of the building to which the certificate relates, and interim occupation is being sought for those parts of the building.
- There are two types of fire safety certificates, final and interim. The final fire safety certificate covers each essential fire safety measure specified in the fire safety schedule for the building.

A qualified and competent person must inspect and verify the performance of each fire safety measure being assessed, and test the operation of each new item of equipment installed in the building premises that is included in the current fire safety schedule for the building. i.e. is typically a representative of the fire protection company engaged to install the systems.

The fire safety certificate and the fire safety schedule must also be prominently displayed in the building.