

Precinct Access Policy

HSSE0182 – December 2015

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DISCLAIMER

The information provided in this document is current as of the above mentioned date. While all necessary steps have been taken to ensure its accuracy and validity, all persons and organisations should not act on the basis of its contents without undertaking appropriate due diligence on their part prior to proceeding with any of the activities described below.

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1.0 Introduction

The Sydney Cricket and Sports Ground Trust (SCSGT) is responsible for managing two of Australia's most iconic sporting venues; the Sydney Cricket Ground and Allianz Stadium. Ensuring public safety and the protection of government assets is of critical importance to the organisation and the community as a whole. Unauthorised entry to the precinct exposes the Trust and users to an unacceptable level of risk ranging from common theft to acts of terrorism.

In order to best maintain physical security of the precinct, the SCSGT has developed this *Precinct Access Policy* which applies to all potential users of the precinct including employees, contractors, subcontractors, visitors, members, patrons, hirers and clients.

This policy has been designed to be read in conjunction with the Sydney Cricket Ground and Sydney Football Stadium By-Law 2014.

2.0 Authority

This policy has been developed in accordance with the Sydney Cricket and Sports Ground Trust Act 1979. Under the provision of the act the Sydney Cricket and Sports Ground Trust is charged with management and control of Trust lands. This policy has been designed to be read in conjunction with the Sydney Cricket Ground and Sydney Football Stadium By-Law 2014. Section 5 (2) of the By-Law. This Policy serves as conditions additional and \ subsequent to any other conditions of entry to the precinct.

The Trust operates a 24 hour security presence within the precinct. Trust Security are responsible for the implementation of this policy and ensuring that all affiliated personnel act in accordance with the policy at all times.

Trust Security and Trust Management reserve the right to refuse entry to or remove any person immediately from Trust lands who is found to be in breach of this policy.

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3.0 Policy Statement

In order to be granted access to the precinct all persons shall meet at least one of the following five criteria:

1. Authorised to enter by a Trust representative or authorised proxy of the SCSGT and escorted by said representative or proxy at all times whilst within the premises i.e. visitors and consultants; or
2. Authorised to enter by a Trust representative or proxy for a particular work-related purpose and have provided evidence of meeting the necessary requirements (including site induction) to operate within the premises unsupervised e.g. SCSGT employees, contractors and subcontractors.; or
3. In possession of a valid Membership card, guest pass or valid ticket to a sporting/ entertainment event or function on the calendar day and time applicable to that event or function; or
4. In possession of (and able to clearly display at all times) official accreditation specifically related to a sporting/ entertainment event or function during the specified event period nominated for said event or function e.g. venue hirer-related employees and volunteers, media displaying accreditation consistent with previously agreed accreditation standards and timings; or
5. Be authorised by the State of New South Wales and/or Australian Government to enter onto the premises without accreditation as per the above i.e. On-duty NSW Emergency Services personnel, On-duty Federal Agents, On-duty Australian Defence Force Personnel, personnel of regulatory bodies charged with powers of authorised entry to premises without notice e.g. WorkCover NSW, NSW Police, Fire Rescue NSW.

Any person/s who is unable to demonstrate adherence to one or more of the above criteria at the time of entry shall not be granted access to the precinct. Should a person/s be found to be within the boundaries of the precinct and not able to meet one or more of the criteria, they shall be escorted immediately from the premises. In this instance the Trust By-law maybe used to enforce a penalty.

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4.0 Varying Operating Modes

4.1 Non – event mode

During non-event mode, the entire precinct is subject to the requirements of this policy.

4.2 Event mode

Event modes mean for the purposes of sporting and entertainment events and functions, which may vary in size, duration and the space within the precinct that they occupy. In some instances events hosted by an external hiring body may impose their own access requirements and accreditation systems on part of or the entire precinct. All such accreditation systems must be authorised by an officer of the SCSGT.

In the instance where a venue hirer imposes its own access requirements and accreditation systems (e.g. Cricket Australia, Concert Promoters etc) and those systems are authorised by an officer of the Trust, the systems shall take precedence of the Trust's accreditation system for the duration of the event specifically related to the venue/s the event or function it is being held in. In this instance, any and all elements of this policy shall be enforced at the hirers discretion.

5.0 Accreditation Systems

5.1 Trust-issued accreditation

Trust issued accreditation is issued to SCSGT employees and selected contractors. Accreditation in the form of a SCSGT Security proximity card can only be issued with the permission of the Trust Security Manager. The Trust reserves the right to revoke access and reclaim accreditation of any person without cause or notice, and decommission that access.

All Trust issued accreditation and proximity cards remains the property of the SCSGT.

5.2 Fraudulent use of SCSGT issued Accreditation

Any person/s found to be using either:

1. SCSGT issued proximity card
2. SCSGT event day wrist band
3. SCSGT Contractor/visitor pass
4. Membership pass or guest pass

Shall be subject to refused entry/ immediate removal from the precinct and the immediate confiscation of the accreditation involved pending further investigation. Trust Security reserve the right to issue infringement notices under the SCSGT By-law as appropriate to the circumstance.

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6.0 Submission of Access Request Forms

In the case where a Trust department, tenant or partner requires persons to access the precinct (other than their own tenancies), their name must be included on a Daily Precinct Access Request and submitted electronically to Trust Security no later than 4:00 pm on the day prior to access being required. No other form of communication can be used to inform Trust Security of access requirements.

Visitors and contractors who are not on the access list but request access on the day of arrival must:

1. Visit the Venue Services Office's venue security desk
2. Have their identity verified by presenting photo identification to the Security Officer on duty
3. Contact their SCSGT, tenant, partner or contractor representative on-site and have them attend the Venue Services Office to verify their own identity and sign in the visitor or contractor.

Trust, Tenant and partner representatives shall be accountable for the visitors and contractors they sign-in to the venue.

7.0 Visitors

Visitors shall have a valid visitor pass displayed on their person at all times. All persons with a visitor pass must be escorted by an authorised person from the SCSGT or on-site tenant or partner. SCSGT and Tenant or partner representatives must collect their visitor from the entry point, usually the Venue Services Office situated in the Allianz Stadium forecourt.

8.0 Contractors and subcontractors

Contractors and sub-contractors must sign-in using a sign-in point at an entrance of the venue. Contractors and sub-contractors must have a valid contractor pass displayed on their person at all times.

9.0 Site Induction

In the case where a person/s (other than patrons during events/ functions) are required to move through the venue (or conduct work) without immediate and direct supervision from an SCSGT or Tenant representative, those person/s must complete a site safety induction prior to accessing the venue.

Where an automated sign-in point exists, a person/s should not be permitted to access the venue unless the automated sign-in point identifies that:

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1. A site safety induction has been completed
2. Contractor documentation such as insurance certificates have been submitted
3. An SCSGT representative has authorised their access.

10.0 Emergency Management – lockdown and evacuation

In the case of an emergency, the SCSGT Emergency Management Plan (EMP) should be activated. The management of an emergency is at the discretion of the Chief Warden. In this instance, the EMP will override other policies for the duration of the emergency, until the emergency has been declared 'Clear'.

11.0 Removal and/or Prohibition from Precinct

Persons found to be in breach of this policy shall be evicted from the venue immediately. All accreditation should be confiscated and returned to Trust Security. The accreditation should then be decommissioned, preventing further access to the venue.