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**BANKWEST STADIUM  
OPERATIONAL MANAGEMENT PLAN**

**Version 1 – 190410**

**TABLE OF CONTENTS**

DOCUMENT ISSUE & CONTROL..... 2

MONITOR & REVIEW..... 2

AMENDMENT RECORD..... 3

OPERATIONAL MANAGEMENT PLAN..... 5

# BANKWEST STADIUM

## OPERATIONAL EVENT MANAGEMENT PLAN

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### DOCUMENT ISSUE & CONTROL

This Operational Management Plan is the property of VenuesLive Management Services (NSW) Pty Ltd as the Agent for Venues NSW.

VenuesLive Management Services (NSW) Pty Ltd (VenuesLive NSW) manages and operates Bankwest Stadium, located at O'Connell Street, Parramatta, New South Wales.

This Plan has been developed in response to the NSW Government Department of Planning and Environment's Development Consent for Bankwest Stadium (Section D1).

This Plan is submitted to the parties identified below on a confidential basis in accordance with the Copyright Act. No part of this Plan may be disclosed to a third party and may not be reproduced either in whole or in part, without the express permission of VenuesLive NSW.

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<p>This Plan is a '<b>CONTROLLED</b>' document and is subject to audit. It <b>MUST NOT BE REMOVED</b> from the above locations.</p> <p>It should be noted that any attachments to the Plan are UNCONTROLLED documents and requests for the most up to date versions of the documents should be made to VenuesLive NSW.</p> <p>The Plan may be distributed to interested parties as an 'UNCONTROLLED' copy but only with the approval of the VenuesLive Corporate Counsel and must be marked as 'Uncontrolled'.</p> <p>The electronic master copy of the Plan is located at VenuesLive Head Office on the N:Drive / Western Sydney Stadium / Plans.</p>		

### MONITOR & REVIEW

This Plan will be reviewed on an annual basis, in line with the VenuesLive Integrated Management System review policy. The Plan will also be reviewed as required, in response to any immediate changes to any VenuesLive procedures, or as a result of any legislative or regulatory changes implemented either in the State of NSW or Federally. This will ensure that the Plan is relevant to the requirements and obligations of VenuesLive and those personnel authorised to implement this Plan.

## BANKWEST STADIUM

### OPERATIONAL EVENT MANAGEMENT PLAN

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#### AMENDMENT RECORD

The purpose of this amendment record is to track any changes made to the Plan. Whenever this Plan is reviewed and / or amended, details **MUST** be recorded.

VERSION	SECTION REVISED & CHANGE REFERENCE	DATE REVIEWED
1	First draft in response to Development Consent	18 March 2019

#### APPROVAL RECORD

VERSION	DATED	PREPARED BY	REVIEWED BY	APPROVED BY
1	16 March 2019	S Clark (Venues NSW) S Max (VenuesLive NSW) S Davies (VenuesLive NSW) G Perry (VenuesLive NSW)	S Clark (Venues NSW) C Wilson (Consultant)	S Clark (Venues NSW)
2	4 April 2019	S Clark	S Max	S Clark

## BANKWEST STADIUM

### OPERATIONAL EVENT MANAGEMENT PLAN

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#### OPERATIONAL MANAGEMENT PLAN

Consistent with the approval for Western Sydney Stadium, this Operational Management (OMP) has been prepared and will be implemented once the use of the Stadium commences. The OMP has been prepared to take into account best practice principles for the operation of stadia and the requirements of the approval as identified below.

It should also be noted that while the OMP is generally a standalone document, there are other aspects of the Stadium's operation which are subject to management plans that complement this Plan and provide for the integrated management of the overall facility. These Plans which were also the subject of comprehensive pre adoption consultation with relevant government authorities should be read in conjunction with this Plan where relevant. They include:

- Event Management Plan

The requirements of the approval relating to the preparation of the OMP have been addressed as follows:

**D1: *An Operational Management Plan (OMP) must be prepared prior to the commencement of use of Western Sydney Stadium and / or the surrounding public domain to the satisfaction of the Secretary that includes, but is not limited to:***

***a. operational arrangements for typical daily non-event modes;***

The operational arrangements for typical daily non-event modes are as follows:

**Non-Event Mode**

This covers typical weekday activities. Offices are staffed, Venue Security is on-site, contractors may be on-site, one or more functions of varying size may be underway but the Stadium is not hosting any sporting or entertainment events. Operating times are normal business hours.

**After-Hours Mode**

This reflects those times, typically overnight outside normal business hours, when the only predictably located venue personnel on-site are members of the Venue Security team. Usually there will be no human activity during these times. However, this mode acknowledges that there will be occasions when events could be bumping-in or bumping-out with resultant people and vehicular movements. For such activities there will be an increase in on-site Stadium resources to manage the above.

Booking and enquires for Bankwest Stadium and public domain areas can be made via the Bankwest Stadium website at [bankweststadium.com.au](http://bankweststadium.com.au)

***b. operational and management arrangements for the independent use of the Western Sydney Stadium three function centre spaces, subject to the following limitations:***

- i. restricted to internal function space only;***
- ii. restricted to a maximum of 700 patrons across the function spaces;***
- iii. Sunday to Thursday 9am to 10pm and Friday / Saturday 12 noon to midnight.***

Stadium management will actively promote and market the use of the three function centre spaces to the public for non-event mode activities (refer above), for meetings and special events (MASE) such as conferences, exhibitions, functions etc. Bookings and enquiries can be made at: [Bankweststadium.com.au](http://Bankweststadium.com.au)

The function space may be split into individual spaces for independent client groups, depending on the nature of the activities. The maximum capacity for the available function space is 700 patrons.

## **BANKWEST STADIUM**

### **OPERATIONAL EVENT MANAGEMENT PLAN**

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Stadium staff will be on-site to manage activities within the function spaces, including but not limited to MASE personnel, catering staff, Security, cleaners etc.

As a general rule on non-event days, guests attending functions within the function spaces will park in the northern and western carparks. Access to the carparks will be via Gate 2 on O'Connell Street. Parking arrangements will be coordinated by Stadium management (e.g. approved parking only), with access control to the carparks being managed by Stadium personnel.

As per the Planning Consent Approval, functions will operate between the hours of Sunday to Thursday (9am to 10pm) and Friday and Saturday (12 noon to midnight).

For functions undertaken in the evening, patrons leaving the Stadium at the conclusion of such activities will be reminded by staff to leave the venue quietly and promptly.

#### ***c. maintenance arrangements for the for stadium and public domain;***

The maintenance of the Stadium and public domain will be managed by the Stadium's in-house Asset Management department and any specialist contractors engaged to maintain the Stadium's systems, equipment and infrastructure. Management will also have a close working relationship with the Parramatta Park Trust (PPT) in terms of the maintenance of those PPT areas (O'Connell Place) which are located within the public domain.

The maintenance of the Stadium and public domain will also include the Stadium's Ground's department as it relates to the public domain's landscaping and the Stadium's nominated Cleaning Services Contractor to ensure that the venue and the public domain maintains an outstanding standard of presentation.

A formal maintenance program and cleaning schedule will be developed to ensure that the Stadium and the public domain are maintained to an optimum standard and meet all legislative, warranty and safety obligations.