

## Risk Management Information

Public Liability Insurer:	Self-insured by Swiss Re International SE (Australia Branch) in conjunction with the Civic Centre (copy available on request) Expiry Date: 31 October 2022
Accreditation:	POPE (Place of Public Entertainment) License
Access & Special Facilities:	Centre access is on ground level and there is lift access to the first and second levels. There is only lift and fire stairwell access to Level 2. Performance spaces have allocated spaces for wheelchairs, and hearing loop facilities are available in the Q Theatre.
Emergency Procedure:	Staff trained by Trim Evac – Burwood; staff trained in first aid on both of our sites at all times.
Known Hazards:	Fire - Fire evac system in place. Staff trained and back to base monitoring
Equipment:	Lifts - serviced and maintained by Schindler Group
Venue Maintenance:	Maintenance & repairs are carried out by licensed sub-contractors
Toilet Facilities:	Sufficient male/female/accessible facilities including parents' room on Ground and Level 2 only
Transport:	Train/Bus/Taxi available nearby
Pedestrian Access:	Direct access via High Street and Civic Centre carpark (no stairs and accessible)
Unload & Pick-up:	Bus - Bus bay on High Street or Civic Centre. Drop-off parking adjacent to Centre (no stairs and accessible) Train - 10 minute walk via Penrith Plaza. Car - Civic Centre parking bay.
Parking:	Maximum 2hrs - Civic Centre Council parking Maximum 2hrs - Penrith Plaza (charges apply after 2hrs)