

South Australian Events Industry and COVID-19

Frequently Asked Questions

COVID Management Plans

Q Does an event that has multiple venues with a capacity under 1,000 require a COVID Management Plan or are the COVID Safe plans for the individual events sufficient?

A An event model that has a number of individual venues with a capacity under 1,000 rather than one event site (over 1,000) such as Winter Reds works well in the current climate where there are distancing and density restrictions and contact tracing requirements as individual venues can use their existing COVID Safe Plans. The event does not need to produce a COVID Management Plan.

Q What is the approval process for COVID Management Plans for events

A Upon receipt of a COVID Management Plan application, SA Health will assess the plan against the three infection control principles and five operational standards, and ensure it has a sufficient level of detail to address all of the requirements. If further information is required, the event organiser will be contacted and advised of what further information may be required and will be asked to re-submit the plan. Site visits and meetings may be required to gain final approval.

Here is a link to a summary of the [COVID Management Plan Assessment Process](#)

Q Who is involved in the approval process of COVID Management Plans?

A Plans are first reviewed by the COVID Management Plan Review Team to ensure submissions are completed correctly and followed up if additional information is required. The completed plan is then reviewed by the COVID Management Plan Committee, which includes the Chief Public Health Officer, Deputy Chief Public Health Officers, and Infection Control specialists.

Subject matter experts will be included such as Events South Australia to assist the review team where required. SA Health will make the final decision.

Q What is considered a high risk event?

A High risk events are events that present a higher risk of COVID-19 transmission. The risk factors include, but are not limited to:

- Large numbers of people gathering in a single location
- Events or activities held indoors
- Higher levels of movement and interaction
- Interaction between non-familiar social groups
- Confined (compact) spaces or small room size
- Activities that involve forced exhalation (i.e. dancing or physical activity)

- Consumption of alcohol
- The type of ventilation (natural cross flow ventilation is best)
- Likelihood of prolonged contact with strangers
- How people travel to and from the event, assemble, enter and exit, and behave at the event in relation to social distancing and hygiene.

Certain high-risk activities can also make contact tracing more difficult and time consuming, which can slow down SA Health's ability to trace and contact people who may have been exposed to COVID-19 and to quickly contain outbreaks.

Q Public Transport Management is included in the COVID Management Plans. How can an event influence people's behaviour in this area?

A The Department of Planning, Transport and Infrastructure through Adelaide Metro require notification for public events with over 5,000 attendees so that they can assess any public transport risks and requirements. The event notification form link is found [here](#).

Considering how people get to your event is important. Are you able to provide more car parking or encourage people in your pre event communications to use their own transport to alleviate public transport congestion?

If there are other events near yours at the same which will impact public transport, contact should be made with Adelaide Metro to discuss.

Non-compliance

Q How will plans be monitored when the event is being delivered?

A Ensuring compliance with the infection control measures stated within your COVID Management Plan will be the responsibility of the event organiser. SAPOL and SA Health staff will undertake unannounced site visits to assess and monitor compliance from time to time. Where an event neglects their responsibilities or is in wilful breach of their COVID Management Plan, they may be cautioned, fined, or the approval of the COVID Management Plan will be revoked. This may mean your event may not re-open until such time as:

- The areas of concern are addressed, and/or
- The COVID Management Plan is revised and resubmitted for assessment
- Approval is obtained for the revised COVID Management Plan

Q What penalties will be given for any breaches during an event?

A Apart from the plan being revoked leading to your event not being able to proceed, there is potential for \$75,000 fines for a body corporate (the organisation running the event) or \$20,000 for a natural person (could be a manager/organiser/director) if there is a breach of any of the directions in place as part of the Emergency Management Act (SA) 2004.

Emergency Management Act (SA) 2004

Part 5—Offences

28—Failure to comply with directions

(1) A person must not, without reasonable excuse, refuse or fail to comply with a requirement or direction of the State Co-ordinator or of an authorised officer given in accordance with this Act during a declared identified major incident, major emergency or disaster.

Maximum penalty:

(a) if the offender is a body corporate—\$75 000;

(b) if the offender is a natural person—\$20 000.

(2) If a body corporate is guilty of an offence against this section, each director and the manager of the body corporate are guilty of an offence and liable to the same penalty as is prescribed for the principal offence when committed by a natural person unless the director or the manager (as the case may be) proves that he or she could not by the exercise of due diligence have prevented the commission of the offence.

(3) A person may be prosecuted and convicted of an offence under subsection (2) whether or not the body corporate has been prosecuted or convicted of the offence committed by the body corporate.

Q What are the parameters for a COVID Safety Manager on an event? Can they be part of the event team or do they need to be independent of the event?

A There is no requirement to have an independent person at this stage.

In selecting the person or persons involved it is best that they have an understanding of the required management strategies in place.

Having a person or persons monitoring your strategies to see if they are effective is a positive way of managing any potential non-compliance swiftly. They would also be beneficial to support your frontline workers in understanding what is required of them.

Guidelines and Messaging

Q Is there an up to date resource describing the measures that should be considered in the delivery of events with over 1,000 patrons which can assist with COVID Management Plan submissions?

A Please find links to resources that can assist with the development of [COVID Management Plans](#) and the [South Australia Events COVID-19 Guideline](#) which has been produced by Events South Australia with insights from SA Health.

The Live Entertainment Industry Forum (LEIF) which is made up of bigger event promoters and venues around Australia are currently putting together 60 to 70 guideline sheets for various functions relating to the delivery of entertainment events. Once available, we will share this with the South Australian events industry.

Q Is there consistent messaging around events?

A In terms of events, there is no one size fits all approach but what is clear from research that has been undertaken is that the public want to see that events are COVID aware and delivering COVID Safe Events. In order to do this, events need to adhere to current restrictions in place and make business decisions accordingly.

Future State of Play

Q What is the best point of contact or resource location for the events industry to be kept up to date on what to expect in 2 months, 4 months and 6 months time for planning purposes?

A [SA Government COVID-19 information](#)

[SA Health - Coronavirus disease 2019 \(COVID-19\)](#)

[SATC's Tourism Industry Support](#)

Scenario Planning

Q Developing scenarios is a suggested method for planning an event in a changing and uncertain environment. How do I go about scenario planning for my event?

A Each event is different but the process is similar. By having multiple scenarios for your event which range from business as usual, to restricted numbers to postponement or cancellation you are able to move more swiftly based on the environment at the time that decisions need to be made.

When developing scenarios consider:

- Timelines and critical dates to guide decision making such as:
 - when does the event start to incur costs?
 - when will the public incur costs e.g. booking flights and accommodation?

- What the threshold issues are (issues which can independently determine the fate of your event):
 - Numbers for commercial viability
 - Talent availability e.g. is quarantining required; are there flights available to bring them in?
- Density, distancing and contact tracing requirements and whether the event can be delivered in a different way in order to meet these requirements.
- Are there any other opportunities that could be pursued?

Contact Tracing

Q Will contact tracing be a requirement of all events of over 1,000 people or are there circumstances where COVID Management Plans could be approved for an event with no entry point or contact tracing capabilities?

A There are no circumstances at this point and exemptions would need to be discussed with SA Health.

Tracing is an important principle in keeping the South Australian community safe. It is a requirement at the moment to describe your tracing mitigation strategies within your COVID Management Plan.

Having information at hand allows any incidents to be followed up quickly and managed effectively to reduce the risk of community transmission.

Physical Distancing

Q How can physical distancing be enforced at an event, particularly where there are concerts?

A Risk mitigation for this component of an event is being considered currently and it is hoped that more information will be available to event managers in the near future. The Live Entertainment Industry Forum (LEIF) are developing guidelines that fit within concert type event activities including greenfield sites. These will be distributed to the South Australian event industry once finalised.

Consider the following:

- Can there be separation such as multiple stages and different zones that are monitored for capacity and are contact traceable
- Including physical distancing requirements on ticketing and as a condition of entry

Q What measures can be taken by an event organiser if there is non-compliance?

A Measures pre-event could include:

- Reviewing your 'Conditions of Entry' with your ticketing provider

- Developing a strong evictions/refusal of entry/move on rights incident management process and training the key staff/security on requirements rights etc.
- Addressing how you will manage non-compliance in your COVID Management Plan
- Consulting with your security provider, if you use one, and requesting their COVID Safe Plan

Onsite measures could include:

- Having a COVID Safety Supervisor/Manager monitoring the site
- Using a security provider (if you have one) to assist with non-compliance issues
- Calling SA Police if the matter is beyond you and your team's abilities
- Recording incidents in order to capture the issues and your actions as an event

Q Why can South Australia have 20,000 people at a sporting event at Adelaide Oval but not at a music festival?

A A crowd at Adelaide Oval is seated and as such patrons can be physically distanced while watching the match and monitored more easily for compliance. It is less easy to enforce physical distancing in front of a stage where people gather in close proximity.

Q Will physical distancing restrictions and crowd density rules apply for performers on stage?

A Restrictions will be dependent on the circumstances applied. For example, physical distancing restrictions are altered for the AFL, where footballers are isolated from the rest of the community.

The Live Entertainment Industry Forum (LEIF) are developing guidelines that includes safe work practices, this may include performers on stage. These will be distributed to the South Australian events industry once finalised.

As part of your COVID management Plan you will need to describe the management of performers in order for SA Health to review your particular circumstances.

Q If an event is fenced (particularly a concert), do the event organisers have any responsibility for ensuring patrons outside the fenced area are physically distanced?

A If the patrons are associated with your event i.e. queuing to access the event site, then yes.

You should assess the potential for gatherings outside your venue/place (shared external facilities) with the applicable landowner/local council and include the mitigation strategies within you COVID Management Plan.

A question that is required to be answered within the COVID Management Plan template is:

- How will distancing be managed pre-entry and on exit, e.g. line-ups, street congregations?

Cleaning

Q Is there an Australian standard for COVID Safe Cleaning?

A Safe Work Australia have a guideline that can be found [here](#)

Q Will there be standard guidelines on cleaning between performances in the same room with quick turnarounds?

A The Live Entertainment Industry Forum (LEIF) will be providing cleaning guidelines for change overs. These will be distributed to the South Australian events industry once finalised.

First Aid

Q Will First Aid providers be COVID Safe Trained?

A Infection control is the responsibility of the event. Check with your first aid providers that they have COVID Safe training and integrate this into your event infection control protocols.

The Australian Department of Health have COVID-19 infection control online training which is available for health care workers in all settings and would be of benefit to first aiders.

St. John have undertaken COVID training related to infection control.

There is online training through Australian Government Department of Health found [here](#). The training has various modules relevant to the care sector. Successful completion of each selected module provides a certificate.

Please see the South Australia Events COVID-19 Guideline which has been produced by Events South Australia with insights from SA Health for guidance regarding infection control, found [here](#).

Quarantining

Q Are talent coming to South Australia to participate in events able to quarantine in their home state before travelling?

A Anyone wanting to travel to South Australia will need to complete a pre-approval application. SA Police will confirm each registration and assess them to determine a traveller's status.

It is important that you keep up to date with any requirements applicable to people coming into South Australia. There is a [Health Direct COVID-19 Restriction Checker](#) available to check state by state restrictions.

Working with Suppliers/Contractors/Volunteers

Q What are the requirements for events regarding COVID Safe processes when appointing contractors/suppliers/first aiders?

A Request the COVID Safe Plan from each contractor/supplier/first aid provider. This will provide information on the management of safety in their business.

Request that they have documented scheduling which includes workers names, contact details and times and venues they have worked at. They should be keeping this information for a minimum of 28 days.

Q How can I train event volunteers to be COVID Safe?

A The South Australian Tourism Commission has developed the South Australian COVID-19 Awareness Training, found [here](#) which is a 30 minute online program which can be used to train staff and volunteers on COVID Safe practices. Once all staff and volunteers in an organisation are trained, this recognition can be shown physically at the place of business or one the organisations website.