

COVID Safe Return to Business

October 2021



107

107's Back to the Future Roadmap

This presentation is a supplementary guide sharing the steps and requirements to restart our activities and venues as COVID restrictions ease.

It has been developed to align with our COVID Safe Plan and to provide practical advice so we can confidently and safely welcome people back to 107.



STATE OF PLAY

Our Approach

- To reopen 107's venues in a safe way during the COVID19 pandemic.
- To manage the risks associated with reopening the venues and restarting our public activities.
- To ensure the safety of staff, visitors, and the community inline with NSW Health advice.
- To reduce the risk of spreading COVID19 and protect our community.
- 107's purpose, values and principles upheld



Our Framework

- **Workplace Health and Safety (WHS)**

Ensuring the health and safety of our workers.

- **Civil Liability**

Ensuring the health and safety of our community members.

- **World Health Organisation**

Informed by best practice public health and social safety measures.

- **NSW Government/Department of Health**

Knowledge and Compliance with associated, mandated government restrictions.

- **SafeWork Australia**

Operating in accordance with best practice standards and guidelines.

- **107's COVID Safe Plan**

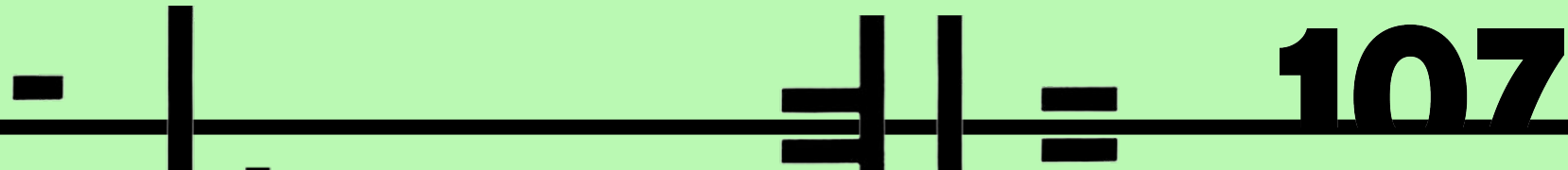
Our plan to keep all 107 Humans Covid Safe.

- **Risk Assessments**

Identifying and managing our specific risks.

- **Individuals**

Taking personal responsibility for your actions to reduce the spread of COVID19.



Risk Management

A risk assessment has been carried out for each of 107's workplaces and activities, and is maintained as needed.

The workplaces and activities that have been assessed are:

- Employee workspaces
- Resident workspaces
- General Events
- Bar Service
- Catering
- Work Related Travel and Deliveries
- Public Accessible Space (Coworking & Exhibitions)

Our **COVID Safe Plan** summarises all the identified actions from these Risk Assessments.

New activities are required to conduct their own specific Risk Assessment before commencing. A helpful template is located [here](#) if required.



107

70% VACCINATIONS

What We Can Do

When 70% of the population has received two doses of the COVID19 vaccination 107 will recommence limited private activities but remain closed to the general public, exhibitions, and coworking.

Examples of the accepted activities at this stage include:

- Resident workshops
- Private events & workshops with participant registration
- Activities with government issued exemption
- Memorials, Civil Ceremonies





Requirements

Each activities must meet the following requirement to be able to proceed:

- Ensure compliance with all relevant government restrictions including **attendees being fully vaccinated.**
- Be safe and suitable to be held at 107's workplace and venues, as reviewed and approved by 107 staff.
- Be covered by a current risk assessment with proven application of the recommend risk management actions.
- Be approved by the 107 Leadership Team.

Summary of Conditions for Hirers (70%)

- All activities onsite require pre-approval by 107 Leadership Team.
- Be safe and suitable to be held at 107's workplace and venues, as reviewed and approved by 107 staff.
- Be covered by a current [risk assessment](#) with proven risk management controls actioned.
- All activities conducted onsite need to be compliant with all current relevant government and venue specific restrictions including:
 - Additional touch point cleaning arrangements in place
 - Mandatory wearing of face masks for staff and guests indoors
 - Mandatory QI check ins at all sites
 - Venue capacities must not exceed 1 person per 4m² indoors, 1 per 2m² outdoors
 - Screening survey for all events provided to event manager by 107 staff and completed prior to booking
 - No singing or dancing indoors
 - Provision and use of hand sanitizer
 - Double vaccinations for all staff and guest over 16 years old
 - People gathering in the indoor F&B service areas must be seated and no more than 20 people gathered together



Venue Capacities (including all staff and guests):

107 Green Square

- Outdoor Room **100 People** (2m2pp)
- Ground Floor Classroom **26 People** (4m2pp)
- Event Room **10 People** (4m2pp)
- Gallery **9 People** (4m2pp)
- Studios **13 People** (4m2pp)
- Veranda & Loft **30 People** (4m2pp)

107 Redfern

- Conference Room & Outdoor Garden **100 People** (4m2pp)
- Performance Space **23 People** (4m2pp)
- Galleries **53 People** (4m2pp)
- Meeting Room **3 People** (4m2pp)
- Out the Back **10 People** (4m2pp)
- Media Suite **3 People** (4m2pp)

80% VACCINATIONS

What We Can Do

It is anticipated that when 80% of the population has received two doses of the COVID19 vaccination 107 will recommence all private activities and be open to general public activations excluding coworking.

Examples of the accepted activities at this stage include:

- Exhibitions
- All Events & Workshops
- Activities with government issued exemption
- Memorials, Civil Ceremonies





Requirements

Each activities must meet the following requirement to be able to proceed:

- Ensure compliance with all relevant government restrictions including **attendees being fully vaccinated.**
- Be safe and suitable to be held at 107's workplace and venues, as reviewed and approved by 107 staff.
- Be covered by a current risk assessment with proven application of the recommend risk management actions.
- High Risk events to be approved by the 107 Leadership Team.

Summary of Conditions for Hirers (80%)

- All activities onsite require pre-approval by 107 Management Team.
- Be safe and suitable to be held at 107's workplace and venues, as reviewed and approved by 107 staff
- Be covered by a current [risk assessment](#) with proven risk management controls actioned
- All activities conducted onsite need to be compliant with all current relevant government and venue specific restrictions including:
 - Additional touch point cleaning arrangements in place
 - Mandatory wearing of face masks for staff and guests indoors
 - Mandatory QI check ins at all sites
 - Venue capacities must not exceed 1 person per 4m² indoors, 1 per 2m² outdoors
 - Screening survey for all events provided to event manager by 107 staff and completed prior to booking
 - Provision and use of hand sanitizer
 - No singing indoors
 - Double Vaccinations for all staff and guest over 16 years old



Venue Capacities (including all staff and guests):

107 Green Square

- Outdoor Room **100 People** (2m2pp)
- Ground Floor Classroom **26 People** (4m2pp)
- Event Room **10 People** (4m2pp)
- Gallery **9 People** (4m2pp)
- Studios **13 People** (4m2pp)
- Veranda & Loft **30 People** (4m2pp)

107 Redfern

- Conference Room & Outdoor Garden **100 People** (4m2pp)
- Performance Space **26 People** (4m2pp)
- Galleries **53 People** (4m2pp)
- Meeting Room **9 People** (4m2pp)
- Out the Back **10 People** (4m2pp)
- Media Suite **3 People** (4m2pp)

And Beyond...

We will continue to place the safety of our people and community first as we move towards the desired goal of a return to all activities across our venues and satellite sites, including the launch of public opening at 107 Green Square and reopening at 107 Redfern.

Further Information

Resources:

- COVID19 Safe Venue Plan, 107 Projects
<https://107.org.au/wp-content/uploads/2021/10/COVID19-Safe-Venue-Plan-June-2020-edit-September2021.pdf>
- Civil Liability Act 2002, NSW State Government,
<https://www.legislation.nsw.gov.au/#/view/act/2002/22/part1a>
- COVID19 Resources Safe Work Australia,
<https://www.safeworkaustralia.gov.au/covid-19-information-workplaces>
- Coronavirus Information, World Health Organisation
https://www.who.int/health-topics/coronavirus#tab=tab_1
- Freedoms for Fully Vaccinated People, NSW Government
<https://www.nsw.gov.au/covid-19/freedoms-for-fully-vaccinated-people>
- NSW Government COVID19 Response, NSW Government
<https://www.nsw.gov.au/covid-19>

