

**Basketball NZ U23**  
**Pettigrew • Green Arena**  
**11 – 14 August 2021**

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## 1. Key Timings

<b>Wednesday 11 August 2021</b>	
Venue Open	08:00
First round starts	09:00
Venue Closed	21:30
Cleaners onsite	21:30
<b>Thursday 12 August 2021</b>	
Venue Open	08:00
First round	09:00
Venue Closed	19:30
Cleaners onsite	21:30
<b>Friday 13 August 2021</b>	
Venue Open	08:00
First round starts	09:00
Venue closed	21.15
Cleaners onsite	21:30
<b>Saturday 14 August 2021</b>	
Venue Open	08:00
First round starts	09:00
Award Ceremony Close	18:30
Cleaner onsite	21:30

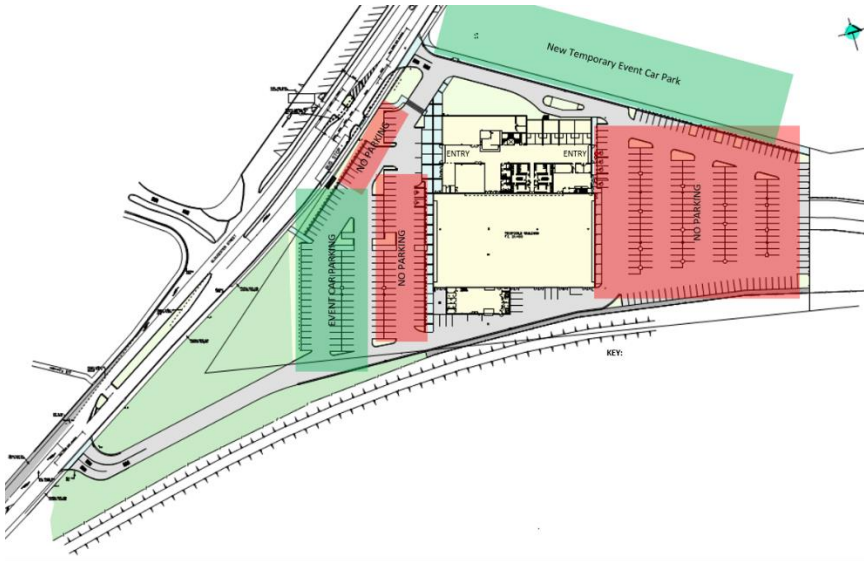
## 2. Key Contacts

<b>Pettigrew Green Arena</b>		
Kelly Shortt	Events & Operations Manager	021 912 053
Toni Marsh	Venue & Events Team Leader	021 575 330
Claudia Barham	Operations Coordinator	027 211 1405
<b>BBNZ &amp; BBHB</b>		
Nick Hogan	Manager Basketball HB	021 617 030

## 3. Room Use Schedule

Stadium	Court 1,2,3
Simkin/Harris room	BBHB requested
Board Room	Tournament Control
Locked changing rooms and umpire team rooms	Not booked, available if required TBC.

## 4. Traffic Management Plan & Car parking



No specific traffic management plan in place, will signage where required, possibly engage with security on parking enforcement. Please do not park in the yellow gym car parks.

**NEVER PARK OUTSIDE OR BLOCK AN EMERGENCY EXIT DOOR**

## 5. Venue Usage & Set Up Summary

Stadium	Court set up with basketball hoops, team bench, score bench with 15 seats, shot clocks and score clocks, NO sports drapes separating courts.
Harris/Simkin	Nothing specified
Board Room	Nothing specified

## 6. Health and Safety

### Pettigrew Green Arena H&S Policy

**Pettigrew Green Arena will ensure the safety and wellbeing of all staff, stakeholders and members of the public by meeting our obligations under the Health & Safety at Work Act 2015.**

#### **Guidelines as follows:**

- Inducting Venue Hirers contractors to communicate hazards on site.
- Managing permits as required for higher risk activities and managing potentially conflicting work activities.
- Provide mechanisms to record all incidents and near misses that occur at the event.
- The Venue Hirer will ensure the safety and wellbeing of all staff, stakeholders and members of the public by meeting their obligations under the HSWA 2015.

They will do this by:

- Ensuring Pettigrew Green Arena Contractor Health and Safety Minimum Standards are read and understood by all contractors and subcontractors.
- Ensuring contractors carry out a Pettigrew Green Arena site induction before commencement of work.
- Ensuring that all contractors carrying out high risk or potentially conflicting work, utilise the Pettigrew Green Arena Job Safety Analysis system.
- Report all incidents including accidents and near misses to Pettigrew Green Arena.

### Emergency evacuation response.

- Stay calm on sounding of the alarm walk quickly and quietly to your nearest safe exit.
- During an earthquake, drop cover hold
- Once shaking stops move to your nearest safe exit.
- Do not use lifts.
- Assembly point is the front main car park.
- Be Aware of falling Debris exposed power lines.

## 7. Emergency first aid.

- First aid kits are located: on wall behind gym reception. First floor staff room top of glass shelf.
- Defibrillator is located: on wall in gym reception & Foyer with pin code 17283
- Closest medical centre is: Taradale medical centre, 20 Puketapu road, Taradale ph 844 6831
- 24 hour urgent medical care Napier: City Medical, Wellesley road, Napier ph: 835 4999
- Poison centre: 0800 Poison/0800 764 766
- Emergency services: dial 111 and ask the operator for the ambulance service.

### Evacuation Duties

<b>Building Warden</b>	PGA Venue Custodian
<b>Floor Wardens – Stadium</b>	BBHB & BBNZ staff

## 8. Conditions of Entry



# Pettigrew Green ARENA Conditions of Entry

HAWKES BAY

Pettigrew Green Arena aims to make all visitors welcome and ensure they enjoy the wide variety of events that we host. In order to maximise the enjoyment of our venue we ask all patrons to respect the following Conditions of Entry that have been designed to provide a safe and enjoyable venue experience for all.

#### Dress Code

- All patrons entering the Arena must be appropriately dressed. For your own safety and the enjoyment of everyone, please comply with the following:
- Clothing must conform to reasonable standards of decency
- No clothing or signs displaying offensive messages
- No Gang Patches
- No high visibility type vests or jackets that may be confused with security staff

#### Patrons may be refused entry to the Arena if security officers consider in their absolute discretion that:

- Appear intoxicated/under the influence of drugs or exhibit disorderly behaviour
- Fail to comply with security staff requests
- Attempt to bring in prohibited items.
- Have been previously issued with a trespass notice that still applies
- Are not authorised to be in the Arena, for example have no valid entry ticket or accreditation pass

#### Patrons will be asked to leave the Arena if they:

- Use obscene language
- Are verbally or physically abusive, or behave in a disorderly or offensive manner
- Are intoxicated
- Are carrying out unauthorised activities within the Arena
- Fail to comply with these policies

#### Patrons may not bring into the Arena:

- Alcohol, Thermos flasks, Glass bottles, Chilly bins, picnic baskets or large bags
- Illicit Drugs
- Sound amplifiers including loudhailers, Recording devices for commercial purposes
- Prams, strollers, pushchairs (There are limited storage facilities for these items at the entrance. However the Arena takes no responsibility for loss or theft).
- Dogs or other pets (guide dogs are permitted)
- Flares, fireworks, laser pointers
- Knives or other dangerous weapons
- Skateboards, roller blades, scooters or bicycles
- Chairs of any kind (excluding wheelchairs)
- Signs or banners that are obscene, offensive or abusive, flag poles of more than one meter in length
- Any other item that Arena management determines may cause injury or public nuisance or inconvenience to any other person.

#### Patron & Bag Searches

- All patrons and their possessions may be subject to searches before entering the Arena
- Searches may also be carried out during an event and when leaving the Arena.
- Patrons who refuse to participate in searches may be denied entry to the Arena or asked to leave the venue.
- Prohibited items will be surrendered.

#### Smoking

- There is no smoking in the Arena
- Smoking is allowed away from the building

#### General

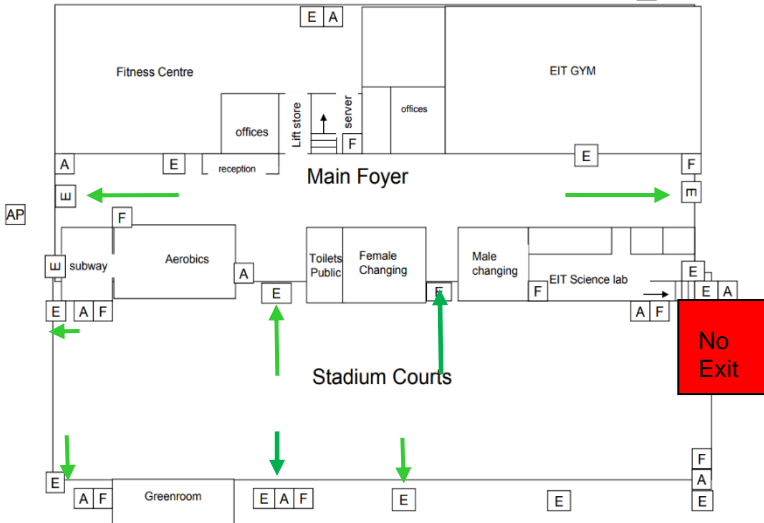
- Patrons must not sit or stand in aisles, or block entry doors or emergency exits.
- Some sporting and other activities are dangerous. Patrons viewing such activities do so at their own risk.
- Radios, CDs, TVs may be used only with earphones
- Cameras, videos, tape recorders and other recording devices may be prohibited for certain events
- Patrons bring personal items into the Arena at their own risk. The venue will not be held responsible for any damages to, loss or theft of a patron's personal property
- Advertising promotions and product giveaways etc are not permitted on the Arena property, unless expressly authorized by the Arena Management in writing. Any unauthorized product giveaways will be confiscated.
- No alcohol is to be removed from the Arena
- Children under the age of 14 must be supervised by an accompanying adult.



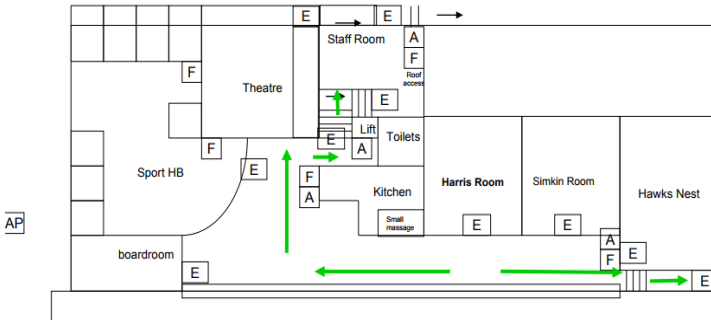
# 9. Emergency Evacuation

## EMERGENCY EVACUATION PLAN: GROUND FLOOR ON HEARING THE ALARM LEAVE BUILDING IMMEDIATELY BY THE NEAREST SAFE EXIT

- Key:
- AP Assembly Point
  - E Exit
  - A Alarm
  - F Fire Extinguisher



## EMERGENCY EVACUATION PLAN:



## 10. Venue and Scenario Based Hazards

Please see hazard register link [here](#)