

WESTERN

RAIDS

2021

PROPOSAL FOR

9.1 and 9.2

EXEMPTIONS

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The release of [SCA Ltd COVID-19 Response Plan](#) (SCAC-19RP) provides guidance on the holding of face-to-face events in Australia. Compliance with this and local jurisdictional requirements is required for approved events.

Dragons Bay is experienced in holding events within the guidelines of Phase 4 restrictions and the provisions of SCAC-19RP. These events include:

- Archery and heavy combat training sessions
- An arrow-making workshop
- Armouring workshops
- The [demo with Comet Bay College](#)

Areas for improvement and highlighting successful measures have been discussed at Council meetings.

With the folding of Abertridwr came the extinguishment of one of the pre-eminent Western Australian events known as Pencampwr. Aneala and Dragons Bay have embraced the traditions of Pencampwr and encouraged its evolution into Western Raids. Western Raids shall be hosted by Dragons Bay in its new inaugural form in 2021. The Western Raids Committee was formed to guide the event as it transitioned from Pencampwr to Western Raids.

This event upholds the values of SCA Ltd by showcasing “the best of the historic virtues of honour and courtesy in our interactions with each other, [and] employing knowledge of history to enrich the lives of participants and others through live events and other educational venues.”

This document demonstrates the measures the Head Event Steward, feastocrats and their teams of food handlers, and SCA members will undertake to ensure that the provision of food at this event maintains compliance with the following:

- Local jurisdictional requirements for COVID-19
- Wandj Progress Association conditions of hire
- Australian and New Zealand Food Standards
- Department of Health practices and principles for food safety and COVID-19

Compliance with these requirements and the risk mitigation measures shall ensure that the handling and preparation of food can be permitted under a Clause 9.2 Exemption, varying the provisions of SCAC-19RP for this event. Risk mitigation measures shall ensure that overnight stays may be permitted under a Clause 9.1 Exemption, varying the provisions of SCAC-19RP for this event.

The event proposal was approved by Dragons Bay Council at Item 5.1 of its meeting on 17 May 2020. This event rolled over the previous event bid approved by Dragons Bay Council at Item 6.5 of its meeting on 16 June 2019.

The following changes have occurred to the structure of the event to accommodate the constraints imposed by SCAC-19RP and the State jurisdictional requirements in regards to food preparation and handling:

1. The removal of lunches being prepared for the populace in the kitchen
2. Breakfasts and dinner meals only to be prepared in the kitchen
3. Serving of soup on the first night (Friday) occurs in the hall
4. Serving of food at an open-air market occurs on Saturday
5. Serving of food in the hall for the feast occurs on Sunday

These changes reduce the amount of teams using the kitchen and allows for deep cleans of the kitchen to take place in between uses. The serving of soup on the Friday night is typically to a minimal number of populace, and maximum occupancy will not be reached on this night. The hall may be decorated during the day on Saturday, as it shall not be used for the Saturday night meal as this shall be served in an open-air market style setting. Deep cleaning may occur during the day on Sunday following finalisation of decorations, with the feast held on Sunday night in the main hall.

There are several benefits to reducing the use of the hall with a night in between uses:

- More preparation time is given to the smaller team of cohabitantes to prepare the hall space with decorations
- The space requires a deep-clean less frequently, freeing up time for populace to enjoy the event
- Time spent by populace in an enclosed area whilst dining is minimised

Overnight stays at this event are facilitated via camping in personal tents or vehicles, with no dormitories provided on-site. This means that sanitisation of these spaces are the responsibility of those whom they belong to. Tents should be shared by those who typically cohabit, however visitors and hosts should continue good personal hygiene within their encampments and tent spaces.

Tents generally create sufficient space around them by virtue of guy-ropes and other structures such as pavilions, fireplaces and the like. This ensures that the 2 square metres physical distancing is preserved, even among encampments. Those who opt to camp overnight shall be reminded to maintain physical distancing and good personal hygiene via posters and herald calls issued periodically over the course of the event.

SITE INFORMATION

The proposed site for the Western Raids 2021 event is the Wandi oval and clubrooms at Wandi Progress Association at 302 de Haer Road, Wandi, Western Australia. This site is used by Dragons Bay every Sunday for its training. Dragons Bay also holds two storage rooms at this site, and thus is a permanent user group of the facilities.

Wandi Progress Association (WPA) required Dragons Bay to complete a [Phase 4 Safety Plan](#) and sign amended conditions of hire to cover COVID-19 requirements. These requirements were completed as per Dragons Bay Council's resolution of Item 8.1 at its meeting on 19 July 2020.



WPA requires attendees to make use of the [SafeWA](#) QR codes to log their attendance in accordance with [State jurisdictional requirements](#). Dragons Bay continues to maintain its own records to comply with Section 8.2(iv) SCAC-19RP.

Pre-event site inspection has been completed by Gummi Vkoinen (MKA Karen Colli) to establish suitability of the site for the event, with due consideration given to SCAC-19RP and State jurisdictional requirements.

SITE RESTRICTIONS

Hiring of the site shall comply with the [WPA facility conditions of hire for permanent user groups](#).

STATE OF WESTERN AUSTRALIA COVID-19 GUIDELINES

The [WA Government](#) recognises that “all people and premises are required to mitigate the risks of COVID-19”. Phase 4 (in place since 12:01am 14 February 2021) requires maintenance of physical distancing, good personal hygiene, testing when unwell, and registration of contact details at venues where such registers are mandatory. The 2 square metre rule applies to most venues.

It is noted that WA remains in a [State of Emergency](#), and various restrictions are enforceable by fines of up to \$50,000 for individuals and \$250,000 for businesses. Police officers also have the power to issue \$1000 on-the-spot fines.

The [WA Government](#) advises it is important to maintain physical distancing measures where possible and use good personal hygiene to protect individuals and the general health of the community.

A COVID Officer position shall be in place for this event to ensure sanitisation of areas is regularly undertaken. This may fall under the purview of the Constabulary position for this event to coincide with site inspections and security checks.

Food prepared and/or served at the event will follow the [Food Standards of Australia and New Zealand](#). The guidelines on [food safety and COVID-19](#) as released by the Department of Health, provide further practices and principles to reduce the risk of COVID-19. These guidelines, last updated on 21 April 2020, notes that “there is currently no evidence that COVID-19 is transmitted through food or prepared food products.” Regardless, the Head Steward is maintaining a precautionary approach, and additional caution shall be exercised around procedures that manage risk to the populace and the teams preparing food.

Food handlers are defined as per the [Department of Health's website](#). Whilst the event does not affect to be a food business, such measures as a food business would ordinarily undertake will be complied with, those primarily being that measures are in place to ensure that food handlers don't contaminate food, which include:

- Ensuring that food handlers do not handle food if they are known or suspected to be carrying a foodborne disease, and only allow them to resume food handling once their doctor advises that they can
- Maintain easily accessible handwashing facilities with supplies of warm running water, soap and single-use paper towels, and ensure that they are only used for handwashing so that they do not become unclean and are always available for use
- Informing food handlers working of their health and hygiene obligations

Food handlers at this event must ensure they do not contaminate the food through illness or poor personal habits so as to keep food safe to eat.

WPA COVID-19 GUIDELINES

[WPA](#) notes on its website that “WA State Government and Kwinana City Council Covid safe restrictions apply. Please view individual hirer's safety plans for details.

Contact tracing applies on this site. QR codes are positioned in all buildings and manual registration attendance forms have been supplied to all permanent and casual users.”

The modified WPA Conditions of Use note that “On 18 May 2020 the WA Government implemented a staged lifting of COVID-19 restrictions, permitting the conditional re-opening of sport and recreational venues.

Until further notice, the following additional conditions of entry will apply for entry to all Wandi Community Centre facilities:

- All attendees of City sporting and recreational facilities must adhere to the ‘COVID Safety Guidelines – Sport and Recreation’

MAXIMUM OCCUPANCY

Current State jurisdictional requirements under [Phase 4 restrictions](#) requires venues to maintain a strict limit of a minimum of 2 square metres per person. The hall is licenced for 150 people, with 80-100 people recommended should dancing occur. With it assumed the hall was measured with 1 square metre per person, the maximum occupancy for the hall is 75 people, with a maximum of 40-50 people allowed should dancing be scheduled.

The number of people in the kitchen shall be restricted to two (2) to ensure social distancing is abided by, with a maximum of three (3) should all occupants cohabit.

It is noted that the State does not require the wearing of masks either inside or outside, however for this proposal for the time food is being prepared and served masks shall be worn by food handlers in the kitchen areas to mitigate risk.

Under State jurisdictional requirements there are no restrictions in regards to camping events, with the exception of requiring 2 square metres per person.

KITCHEN USE

To accommodate these occupancy rates and maintain cleanliness of the areas in between use, no person may be allowed to enter the kitchen area unless they are a feastocrat or food handler as part of the kitchen team for that meal.

Doremalen, Bushmaker and Morris (2020) in their article '[*Aerosol and Surface Stability of SARS-CoV-2 as Compared with SARS-CoV-1*](#)' wrote that under laboratory conditions, SARS-CoV-2 was stable on plastic and stainless steel, with viable virus detected up to 72 hours after application. With this in mind, deep cleaning of the kitchen area will be performed in between each use (breakfast and dinner) so as to minimise potential active virus on the surfaces. Further, SCA members are advised to be cautious and aware of risks and to use sanitisation methods where possible to mitigate this risk.

The area out of the kitchen to the outside of the building can be accessed via a roller door - this roller door shall be opened, with a pavilion attached to this area, with 2 walls erected as windbreaks. This area shall be a 3x3m pavilion and as such shall allow for a maximum of 3 people to be within it, ensuring physical distancing requirements are met. This pavilion shall serve as a plating up area, allowing for final preparation of the dishes prior to them being taken to:

- The open-air market area on the Saturday night
- The main hall area for the feast on the Sunday night

To further assist populace with abiding by the requirement to minimise use of the kitchen, an extension hose shall be installed prior to the event so that potable water may be obtained without requiring entry into the kitchen area. The tap of this extension shall be on the outside of the building and will require sanitisation prior to and following each use.

PRE-MITIGATION				MITIGATIONS / WARNINGS / REMEDIES	POST-MITIGATION			
RISK	RISK SEVERITY	RISK LIKELIHOOD	RISK LEVEL		RISK SEVERITY	RISK LIKELIHOOD	RISK LEVEL	ACCEPTANCE TO PROCEED?
Social distancing contravened.	INTOLERABLE	IMPROBABLE	HIGH	Tents inherently preserve physical distancing requirements through virtue of their supporting guy-ropes and other structures within the encampment. Populace shall be reminded periodically via herald calls and posters to maintain physical distancing and good personal hygiene as required by State jurisdiction.	ACCEPTABLE	IMPROBABLE	LOW	YES
Sharing of equipment.	INTOLERABLE	IMPROBABLE	HIGH	Populace will be reminded that sharing of equipment should not occur unless items have been appropriately sanitised prior.	ACCEPTABLE	IMPROBABLE	LOW	YES
Infrequent hand washing/rubbing /sanitising	INTOLERABLE	IMPROBABLE	HIGH	Hand wash and sanitising stations will be in place at communal areas and populace encouraged to use them. Hand washing and rubbing posters will be displayed.	ACCEPTABLE	IMPROBABLE	LOW	YES
Unsanitary surfaces in encampments.	INTOLERABLE	IMPROBABLE	HIGH	Populace will be reminded that equipment should be appropriately sanitised and cleaned.	ACCEPTABLE	IMPROBABLE	LOW	YES
Breaching of policies and State requirements.	INTOLERABLE	POSSIBLE	EXTREME	Event Steward has the ability to remove a person who may be disruptive and continues to breach Code of Conduct and State	ACCEPTABLE	POSSIBLE	LOW	YES

				requirements under the provisions of the SCA Ltd COVID-19 Response Plan.				
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RISK ASSESSMENT FOR CLAUSE 9.2 SERVING OF FOOD

PRE-MITIGATION				MITIGATIONS / WARNINGS / REMEDIES	POST-MITIGATION			
RISK	RISK SEVERITY	RISK LIKELIHOOD	RISK LEVEL		RISK SEVERITY	RISK LIKELIHOOD	RISK LEVEL	ACCEPTANCE TO PROCEED?
Serving of food.	INTOLERABLE	IMPROBABLE	HIGH	Food prepared in a sanitised kitchen with sanitisation procedures in place in between each team's use of the kitchen for breakfasts and dinners. Lunches shall not be prepared in the kitchen. Food handlers shall prepare food in accordance to Western Australian hospitality requirements, Food Safety Standards, and shall wear a mask for the preparation and serving of food. The Head Steward has completed the AHA Hospitality and Tourism COVID-19 Hygiene Course. No sharing of food except within family/cohabitating groups.	ACCEPTABLE	IMPROBABLE	LOW	YES
Serving of drinks.	INTOLERABLE	IMPROBABLE	HIGH	No sharing of drinks except within family/cohabitating groups. Food handlers will not be serving drinks to the populace.	ACCEPTABLE	IMPROBABLE	LOW	YES
Social distancing contravened.	INTOLERABLE	IMPROBABLE	HIGH	Tables separated to abide by distancing requirements. Cohabitation situations may sit together. Reminders to physically distance will be given verbally and via placement of signage. Kitchen shall have a maximum of 2 within it, unless all cohabit, in which case this may be a maximum of 3.	ACCEPTABLE	IMPROBABLE	LOW	YES

Unsanitary kitchen practices.	INTOLERABLE	IMPROBABLE	HIGH	Food handlers are preparing and serving food to accommodate for State jurisdictional requirements. Head Steward has undertaken AHA Hospitality Course and thus is familiar with hospitality practices and requirements.	ACCEPTABLE	IMPROBABLE	LOW	YES
Maximum occupancy exceeded.	INTOLERABLE	IMPROBABLE	HIGH	Bookings will require the populace to indicate if they are attending the feast. If numbers exceed that which is allowed by the hall then a large marquee will be booked which will have a larger capacity to accommodate this.	ACCEPTABLE	IMPROBABLE	LOW	YES
Sharing of equipment.	INTOLERABLE	IMPROBABLE	HIGH	Food handlers will ensure equipment items are adequately sanitised.	ACCEPTABLE	IMPROBABLE	LOW	YES
Infrequent hand washing/rubbing /sanitising	INTOLERABLE	IMPROBABLE	HIGH	Hand wash and sanitising stations will be in place in communal areas and populace encouraged to make use. Hand washing and rubbing posters will be displayed.	ACCEPTABLE	IMPROBABLE	LOW	YES
Food handler has symptoms of infections illness	INTOLERABLE	IMPROBABLE	HIGH	All attendees to the event are reminded not to attend if they are unwell or have been in contact with someone who is unwell. Bookings will be refunded accordingly.	ACCEPTABLE	IMPROBABLE	LOW	YES

Unsanitary surfaces.	INTOLERABLE	IMPROBABLE	HIGH	Event Steward will employ a COVID Officer to ensure exposed surfaces are cleaned prior and following the event in accordance with the Safework Australia - Checklist: cleaning.	ACCEPTABLE	IMPROBABLE	LOW	YES
First aid is required.	INTOLERABLE	IMPROBABLE	HIGH	First aid is administered as per Response Plan Clause 9.7, assuming the patient is infectious.	ACCEPTABLE	IMPROBABLE	LOW	YES
Breaching of policies and State requirements.	INTOLERABLE	POSSIBLE	EXTREME	Event Steward has the ability to remove a person who may be disruptive and continues to breach Code of Conduct and State requirements under the provisions of the SCA Ltd COVID-19 Response Plan.	ACCEPTABLE	POSSIBLE	LOW	YES

This event shall adhere to the requirements of SCA Ltd COVID-19 Response Plan and local jurisdictional legislation with due regard to Western Australia's hospitality requirements.

Whilst there are several areas of risk due to COVID-19, mitigation measures are in place to address these. This is supported further by the lack of community transmission of COVID-19 in Western Australia, permitting Western Australia to be in Phase 4 which only requires compliance with:

- 2 square metres for physical distancing
- Maximum occupancy of venues providing 2m² per person
- Registration via SafeWA or other contact tracing mechanisms

Overnight stays at this event are facilitated by camping, with the onus of maintaining cleanliness of the encampments thus transferred to the individuals. Tents generally create sufficient space around them by virtue of guy-ropes and other structures in the encampment. This preserves the 2 square metres physical distancing requirements,, even within encampments. Those who elect to camp overnight shall be reminded to maintain physical distancing and good personal hygiene via posters and herald calls declared periodically.

The food preparation and serving of the meals for Friday, Saturday and Sunday nights shall be prepared in accordance with Western Australia's hospitality requirements, and includes the Head Steward having completed the Australian Hotels Association (WA) COVID-19 Hospitality and Tourism Hygiene Course. In addition to these measures, food handlers shall wear a mask whilst preparing and serving dishes to further reduce risk. Staggering of food consumption inside the hall with outside in an open-air market environment allows for the hall to be deep cleaned in between use, and reduces the amount of time populace are in the venue whilst consuming food and drink, further reducing risks around COVID-19 transmission.

This proposal works within the provisions of SCA Ltd COVID-19 Response Plan and the local jurisdictional requirements, while providing opportunity for members to interact, camp and have feasts, which are cornerstones to the SCA experience. This proposal allows for the running of events in a managed and safe way, while earning Kingdom levies which will assist in bolstering the Purse during this time of the plague.

Thus the Board of Directors and Kingdom Seneschal of Lochac are invited to consider approval of this proposal given the experience of Dragons Bay in holding events under State requirements and SCA Ltd COVID-19 Response Plan and the risk mitigation procedures in place for this event.