



ALBANY ENTERTAINMENT  
CENTRE

## Excursion Plan

<b>Name of provider</b>	Albany Entertainment Centre
<b>Location and contact details</b>	
Physical address	2 Toll Place, Albany WA 6330
Phone number	(08) 9844 5000
Facsimile	(08) 9844 5055
Email	<a href="mailto:info.aec@artsculturetrust.wa.gov.au">info.aec@artsculturetrust.wa.gov.au</a>
Website	<a href="http://www.artsculturetrust.wa.gov.au">www.artsculturetrust.wa.gov.au</a>
Contact person	Manager – Drew Dymond
<b>Brief description of activities provided</b>	<p>Built by the State Government the Albany Entertainment Centre (AEC) is a defining architectural landmark located on the foreshore of Albany's Princess Royal Harbour. The Centre comprises of Princess Royal Theatre – 618 seats / Kalyenup Studio -180 seats / Hanover Room / Box Office &amp; VIEW Restaurant.</p> <p>The AEC is managed by the Arts and Culture Trust (ACT).</p>
<b>Detail your staff's current accreditation and qualifications</b>	Provided upon request.
<b>Detail your staff's relevant clearances</b>	All ACT employees are required to hold a current national police clearance at the time of employment.
<b>Public liability insurance</b>	<p>Insurer: RiskCover</p> <p>Limit of Liability: \$800 million any one occurrence.</p> <p>Please refer to last page for a copy of the Certificate of Currency.</p>
<b>Parking facilities for cars and buses</b>	<p>The bus drop off point is located in Toll Place adjacent to the AEC.</p> <p>Parking for 135 vehicles is available in the Centre's car park which is accessed via Toll Place which runs off Princess Royal Drive.</p> <p>Additional parking is available in the City CBD north of the railway line where people may utilise the footbridge to access the Centre.</p>
<b>Emergency response plan</b>	<p>The AEC has an extensive Emergency Response Plan and is equipped with a PA system and audible fire alarm system. Please note that this document is not publicly available. Please contact the venue for further information if required.</p> <p>In the event of a site emergency, school supervisory teams are responsible for the managing the movement of students under the direction of venue staff. School supervisory teams are strongly recommended to meet identified supervision requirements to further support these procedures.</p> <p>It is suggested that school staff have access to a list of names of participating students, contact telephone numbers, student medical information and relevant health information of supervisors.</p>

# CERTIFICATE OF CURRENCY

The RiskCover logo consists of the word "RiskCover" in a white, sans-serif font, centered within a black rectangular box with a thin yellow border.

This Certificate is issued for information purposes only and does not confer any rights upon the Certificate holder and does not amend, extend or alter the coverage provided by the Cover detailed below.

**Public Authority:** Arts & Culture Trust

**Cover Number:** R/206813

**Cover:** General Liability (including Products Liability).

**Situation of Risk:** Worldwide

**Covering:** The legal liability of the Public Authority in respect of claims for compensation resulting from an occurrence.

**Limit of Liability:** \$800 million any one occurrence.

**Excess:** Nil

**Expiry Date:** 30 June 2027

**Conditions:** Subject to the RiskCover Certificate of Cover, Cover Document and Fund Guidelines.

This Cover has been effected with RiskCover (managed by the Insurance Commission of Western Australia).

Date Issued: 2 June 2026



# EVACUATION DIAGRAM

## ALBANY ENTERTAINMENT CENTRE

### GROUND FLOOR PLAN



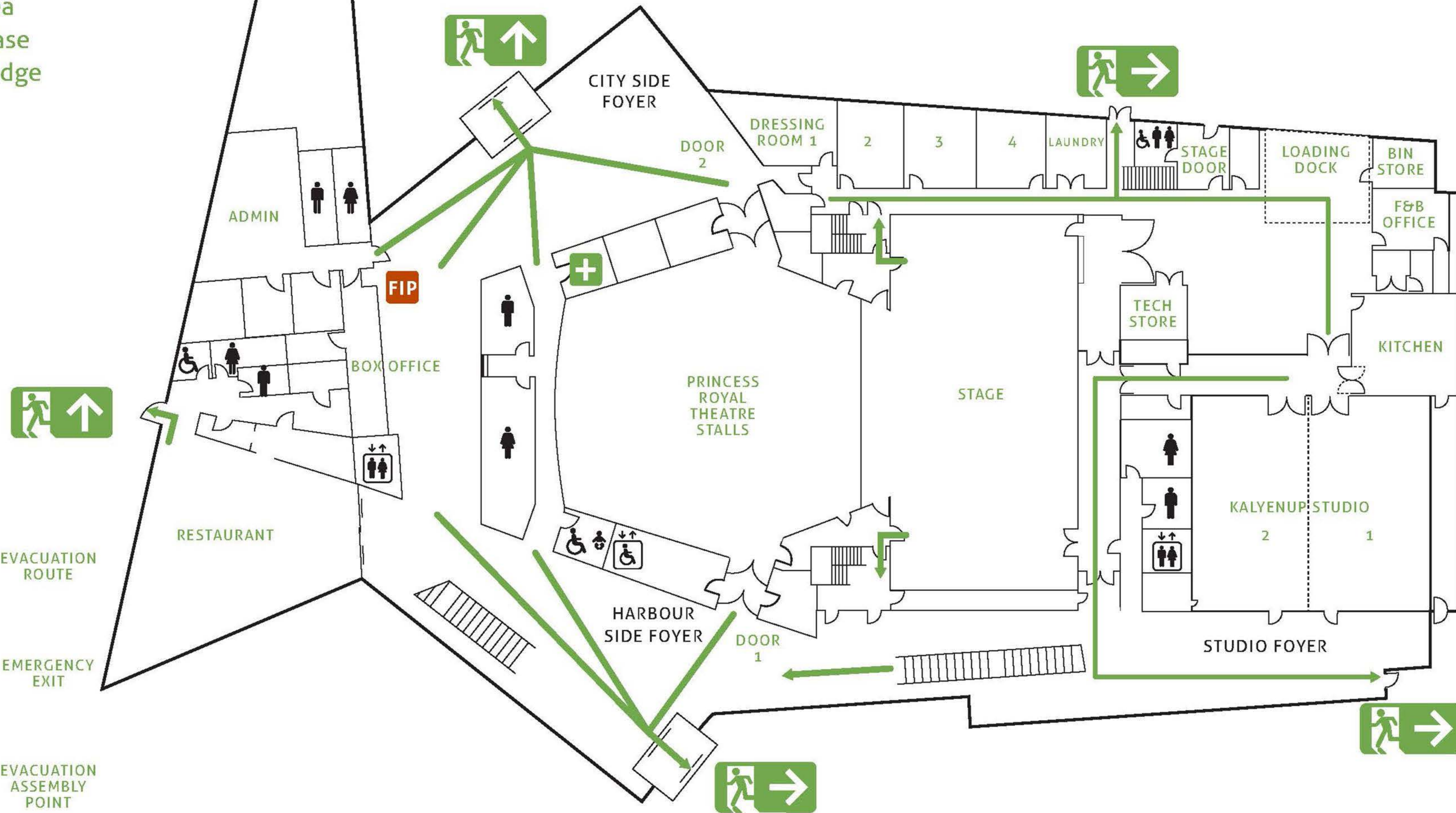
ASSEMBLY POINT  
FOOTBRIDGE

Paved area  
next to base  
of footbridge



ASSEMBLY POINT  
HOTEL SITE

Hilton Hotel  
carpark  
entrance



EVACUATION  
ROUTE



EMERGENCY  
EXIT



EVACUATION  
ASSEMBLY  
POINT



FIRE  
INDICATOR  
PANEL



FIRST AID



ASSEMBLY  
POINT  
JETTY

Grass area  
in front of  
whale tours  
ticket office



APRIL 2014

# EVACUATION DIAGRAM

## ALBANY ENTERTAINMENT CENTRE

### UPPER FLOOR PLAN



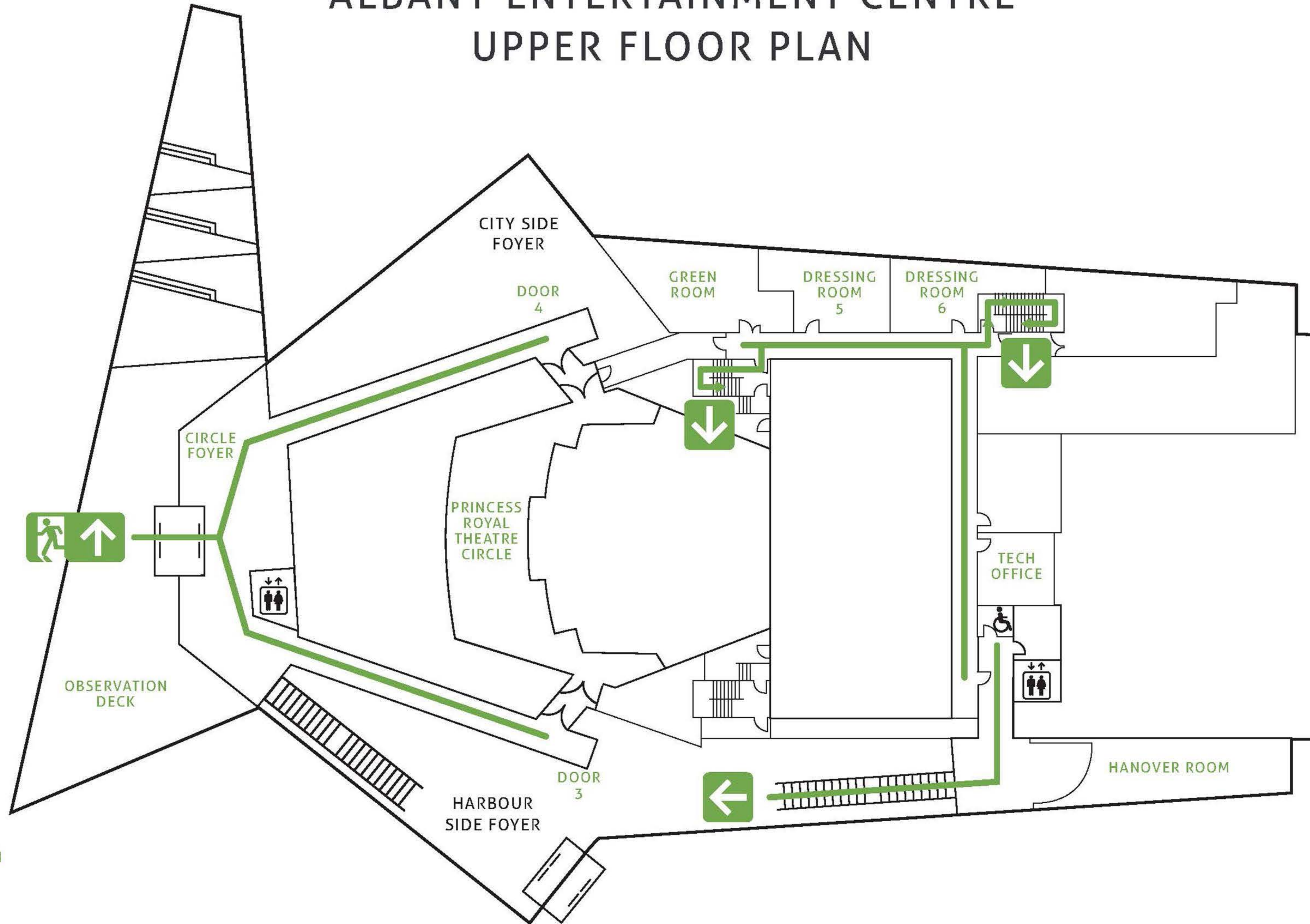
ASSEMBLY POINT  
FOOTBRIDGE

Paved area  
next to base  
of footbridge



ASSEMBLY POINT  
HOTEL SITE

Hilton Hotel  
carpark  
entrance



EVACUATION  
ROUTE



EMERGENCY  
EXIT



EVACUATION  
ASSEMBLY  
POINT



ASSEMBLY  
POINT  
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