Euro 28 Safety and Security Officer

Reports to: City Operations Manager
Direct reports: N/A

Evaluation: **554** points
Grade: **N8**
Reference: **A5830**

Purpose

To support the planning, coordination and delivery of Newcastle's Host City Safety, Security and Service (SSNS) programme for UEFA EURO 2028, ensuring Safety, Security and Medical requirements are delivered across the Host City, including the Tournament C3I and Readiness Concepts.

Main Duties

These are some of the typical duties you will be expected to perform. This is not exhaustive; the scope and remit of the role may develop in line with operational planning.

1. Develop and deliver the Host City SSNS Concept in accordance with the Host City Agreement and under the supervision of the Host City Operations Manager.

2. Development and implementation of operating plans, policies, procedures and contingency plans in line with national guidance and legislation whilst providing advice and guidance to promote consistency and compliance of internal, external and statutory requirements relating to the safety and security programme.

3. Prepare reports, presentations and briefings for governance groups, senior management, elected members and tournament stakeholders.

4. Manage allocated SSNS budgets, monitor expenditure, forecast costs and ensure compliance with Council financial regulations.

5. Support the procurement and contract management of Safety, Security and Medical suppliers to ensure resources are scoped appropriately including, but not limited to, personnel, equipment & infrastructure.

6. Develop, track and manage project plans to ensure delivery deadlines are achieved.

7. Maintain SSNS risk registers, ensuring risks, issues and dependencies are monitored and escalated appropriately.

8. Develop and maintain effective relationships with key local, regional and national partners ensuring clear understanding of roles and responsibilities for tournament planning and delivery.

9. Represent the Host City at local, regional and national planning forums, working groups and tournament meetings as required.

10. Work with the City Experience Team to ensure relevant workstreams are appropriately integrated into operational and crowd management plans.

11. Work with internal and external stakeholders to integrate SSNS plans with Traffic Management Plans (TMPs), stadium traffic perimeters, access controls and Zone Ex operations.

12. Support Fan Meeting Points, Fan Walks and associated operations, working with stakeholders and Participating National Associations to manage crowd flows.

13. Develop and coordinate safety and security training, briefings and familiarisation activities with the Host City Operations Team and relevant suppliers

14. Support delivery of live event SSNS operations through C3I arrangements, including real-time monitoring and response to incidents, disruption and unplanned demand using agreed escalation frameworks.

15. Support readiness planning, including exercises, simulations and test events, to identify risks, dependencies and track the implementation of mitigation measures.

16. Develop frameworks to capture and evaluate tournament operational performance and lessons identified during live operations, culminating in a post-tournament debrief and evaluation report.

17. Promote and implement our Equality policy in all aspects of your employment.

18. Help maintain a healthy, safe, and secure environment and to adhere to our policies and procedure.