

Risk Control Plan – IPC and Tertiary Beach. Jan 16-19 2024

Risk rating definitions table

Likelihood (L)	Definition	Impact (I)	Definition	Risk score	Category	Description
1 Rare	Once every 10 years, never heard of it happening	1 Less than Minor	Minor injury, first aid not required	1-3	Low	While control issues may still exist at this level, their impact will be low.
2 Unlikely	Event will seldom occur i.e. every two years	2 Minor	First aid or minor treatment	4-7	Moderate	This level of risk is still considered unacceptable in certain circumstances.
3 Possible	Event will intermittently occur i.e. annually	3 Moderate	Medical treatment required	8-14	High	Require attention with a degree of priority. Remedial action should be identified and implementation commenced with appropriate priority.
4 Likely	Event will occur in most circumstances i.e. monthly	4 Major	Serious harm, for example broken bones, hospitalisation	15-20	Critical	This level of risk also requires immediate attention and should not proceed without clear and timely action plans identified to reduce the risk.
5 Almost certain	Event expected to occur in most circumstances i.e. daily	5 Extreme	Loss of life, multiple serious harms, permanent severe disability	21-25	Extreme	Do not proceed with any risk at this level without specialist assistance to further treat/reduce risk including the possible development of contingency plans and/or risk transference strategies.

IDENTIFY			ASSESS	PLAN	IMPLEMENT			
Risk ID	Description of risk	Potential impact	Risk (likelihood x impact)	Controls	Owner	Residual risk (likelihood x impact)	Event check/notes	Documentation reference
<i>Reference number</i>	<i>What could go wrong and its cause (trigger/hazard)</i>	<i>What could be the effect of this risk</i>	<i>Before controls are in place.</i>	<i>What is the plan to eliminate the risk, or reduce the likelihood or impact if it occurs (minimise)</i>	<i>Person responsible for the controls</i>	<i>after controls are in place</i>	<i>Date/who/actions.</i>	<i>i.e. security plan</i>

Pack-in/-out i.e. moving vehicles, working at height, fatigue							
1	UV Exposure	Sunburn	3x2=6	Sunscreen and sunsmart (Slip/slop/slap/wrap)	Steve Upfold (SU) and Finlay Bertram (FB)	1	
2	Heavy lifting	Muscle strain	2x3=6	Not over exerting / carrying too much. Suggest having two people carrying a heavy load.	SU & FB	1	
3	Lack of water consumption	Dehydration	2x2=4	Make staff take regular breaks with access to water and shade. Encouraged participants to provide their own shaded area and bring enough water.	SU & FB	1	
4	Moving equipment from trailers/cars to beach	Contact with pedestrians	2x2=4	Before crossing the footpath event staff will check for pedestrians walking across the path to the beach.	SU & FB	1	
Environmental effects i.e. the effect of wind/rain and UV protection, extreme weather conditions (cancellation/postponement)							
5	High winds	Tents blown away	2x3=6	Take down tents	SU & FB	2	
6	UV exposure	Sun burn/ heat stroke/Dehydration	3x2=6	<ul style="list-style-type: none"> Promote the use of sun screen Provide refreshments. Provide shade options. 	SU & FB	2	
High risk activity i.e. Pyrotechnics, gas work, working at height,							
	<i>n/a</i>			•	SU & FB		
Electrical, sound & lighting i.e. registered tradesman, isolation required, tagged and tested, tripping hazards							
7	Electrical cables	Physical injury Electric shock	1x5=5	<ul style="list-style-type: none"> Electrical cables to be covered or laid away from high traffic areas. Any mains or generator powered portable electrical equipment to be used in conjunction with an RCD (Residential Current Device) and suitable for outdoor use Electrical cables are well maintained, tagged and tested and safe for use outdoors Onsite power has been checked to have been serviced and maintained by Council/Asset owner. Use outdoor approved equipment. 	SU & FB	2	
Staging and structures/obstacles i.e. dimensions and weight of structures, building consent, ground stability							

8	Tents/Marquees	Tents blown away in high winds	2x3=6	<ul style="list-style-type: none"> • Use peg/weights to secure tents • Remove sides in windy weather • Take down tents if wind increases after removing the sides. • Max wind limit, 30-35 mph. • Wind will be monitored. 	SU & FB			
Participants i.e. age/experience/suitability, accessibility needs, refreshments, lost children, facilities, animals								
9	Injury while playing	Muscle strain	3x3=9	On site first aid kit including ice and compression bandaging. Physio onsite first aid trained.	SU & FB	1		
10	Medical event	Heart attack etc.	1x4=4	If an event like this were to occur, first aid trained staff can assist where needed and call 111 in case of a serious medical event.	SU & FB	1		
11	UV Exposure	Sunburn	3x2=6	Sunscreen and sun smart (Slip/slop/slap/wrap)	SU & FB	1		
12	Lack of water consumption	Dehydration	2x2=4	Make staff take regular breaks with access to water and shade.	SU & FB	1		
13	High winds	Tents blown away	2x3=6	<ul style="list-style-type: none"> • Use peg/weights to secure tents • Remove sides in windy weather • Take down tents if wind increases after removing the sides. 	SU & FB	2		
Staff, contractors, volunteers i.e. briefings, responsibilities, refreshments, training								
14	See risks 1-6				SU & FB			
Crowd and asset protection i.e. protection of pedestrians and spectators, security, fencing, property protection								
15	UV Exposure	Sunburn	3x2=6	Sunscreen and sunsmart (Slip/slop/slap/wrap)	SU & FB	1		
16	Lack of water consumption	Dehydration	2x2=4	Make staff take regular breaks with access to water and shade.	SU & FB	1		
17	High winds	Tents blown away	2x3=6	Take down tents	SU & FB	2		
Emergencies outside of the events control i.e. measles outbreak, tsunami, earthquake								
18	Tsunami	Drowning	1x5=5	Evacuate all up Mauao or Mount Drury/ Hopukiore	SU & FB	1		

Signed: Finlay Bertram

F. Bertram

Date: 4/12/2023