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**Adelaide University Mountain Club (AUMC)**

**Activities Risk Management Plan**

Rev E 30JULY2017

Amendment Register

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| --- | --- | --- | --- |
| Page | Issue | Description | Date |
|  | A | Draft for client review | 19FEB2015 |
|  | B | Revised, ported to formatted template | 26FEB2015 |
|  | C | Fill removed, stripped to fundamentals | 22JUL15 |
|  | D | Revised. Ocean Snorkeling addded | 01MAY2016 |
|  | E | Renamed ‘activates’ risk management plan. Snorkelling removed  | 30JULY2017 |

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# Risk assessment matrices

## Daywalks, day events

Could include picnics and BBQs, and commercial horseriding, paintball, festivals etc with an outdoor flavour.

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Poorly equipped participants |  | * Discuss face to face;
* Exclude from event;
* Provide suitable equipment
 |  |  |
| Poorly acclimatised participants |  | * Discuss and monitor
 |  |  |
| Poorly disciplined participants |  | * Place focus on risk appetite of event organiser
* Exclude participants or cancel event
* Exclude misbehaving participants from future events
* Withdraw from running future events.
 |  |  |
| Poorly prepared or FTA leader |  | * Consider formal or in-house training;
* Mentor prospective leaders
* Have contingency leaders or plans
* Partner with experienced group
* Engage or use suitable commercial provider.
 |  |  |
| Slips, trips and falls |  | * Appropriate footwear
* Appropraite selection of trails
 |  |  |
| Dehydration and exhaustion |  | * Discuss and monitor
 |  |  |
| Predictable medical emergency (eg asthma attack) |  | * Discuss and monitor
* Buddy up vulnerable participants.
 |  |  |
| Unpredictable medical emergency (illness, accident) |  | * Communications and exit strategies
* First aid kit
* First aid training and routinely conducting first aid exercises.
 |  |  |
| Drink driving |  | * Pre-plan, including contingency plans.
 |  |  |
| Abuse and neglect of minors (including intellectually disabled) |  | * Abide by AU Sports Child Safe policies
* Exclude minors from participation where participation would be inappropriate.
* Run suitable number of minor-suitable events where demand exists.
 |  |  |
| Trespassing and vandalism |  | * Act in accordance with own risk appetite and live with the consequences. Illegal activities won’t attract AU Sports protection.
 |  |  |
| Navigation (ie getting lost) |  | * Review maps and navigation methods
* Have backup navigation methods in case of GPS failure.
* Submit event plans to responsible person with instructions as to when to initiate search.
* Have participant communication list available (eg online event registration system)
 |  |  |
|  |  |  |  |  |
| Environmental risk |
| Extremes of hot and cold |  | * Monitor forecasts and adjust plans to suit
* Use suitable PPE
 |  |  |
| Extremes of wind and swell |  | * Monitor forecasts and adjust plans to suit
 |  |  |
| Geographical (eg cliffs) |  |  |  |  |
| Nuisance crowds |  |  |  |  |
| Motor vehicle traffic |  |  |  |  |
| Bites and stings |  |  |  |  |
| Livestock, dogs, horses |  |  |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Failure of footwear |  |  |  |  |
|  |  |  |  |  |
| Facilities Risk |
| Lack of induction/ training (eg beginner horseriding event) |  | * Act within personal risk appetite.
 |  |  |
| Lack of suitable equipment provided by facility. |  | * Act within personal risk appetite.
 |  |  |
|  |  |  |  |  |

## Overnight walks and carcamping expeditions in populated areas

See also Daywalks risk assessment

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Food (eg insufficient, inappropriate, food poisoning) |  |  |  |  |
| Inappropriate behaviour |  | * Registrations aren’t a booking, just an expression of interest. Accept dodgy applicants in accordance with your risk appetite.
 |  |  |
| Disruptive use of alcohol and/ or recreational drugs. |  | * As for inapproprate behaviour.
 |  |  |
| Theft |  |  |  |  |
| Spooking |  | * Have next of kin phone numbers, consider getting them to take spooked participant away.
 |  |  |
| Poorly prepared leader |  | * Consult peak body risk management plans and procedures.
 |  |  |
|  |  |  |  |  |
| Environmental risk |
| Inclement overnight weather |  | * Always prepare for inclement weather.
 |  |  |
| Flooding of campsite |  | * Monitor weather forecasts
* Look for telltale signs of high water mark
 |  |  |
| Gum branch drop |  | * Don’t camp under gum trees.
 |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Inadequate or insufficient equipment |  | * Improve planning and preparation.
 |  |  |
| Equipment failure |  | * Contingency and reduntancy, and gaffer tape.
 |  |  |
|  |  |  |  |  |
| Facilities Risk |
| Lack of suitable camping facilities |  | * Prepare suite of safe event plans
 |  |  |
| Lack of suitable sanitary facilities |  | * Prepare suite of safe event plans
 |  |  |
| Failure to book and pay for campsites. |  | * Prepare to live with the consequences
 |  |  |
| Failure to leave facilities in good order. |  | * Prepare to live with the consequences
* Consider taking photographic evidence if another group is to follow.
 |  |  |

## Overnight walks and carcamping expeditions in remote areas

See also Daywalks and camping in populated areas risk assessments

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Dissent amongst participants |  | * Run prequalification, accustomisation events.
 |  |  |
| Major medical emergency |  | * Have higher level first aid resources and training.
* Consider EPIRB or similar.
* Prepare communications, contingency and casevac plan.
 |  |  |
|  |  |  |  |  |
| Environmental risk |
| Road closures (eg flooding) |  | * Monitor weather forecasts.
* Monitor road status reports
* Have contingency plans, lots of fuel, water and patience.
 |  |  |
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| Equipment Risk |
| Vehicle and tyre failure |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Facilities Risk |
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## Rogaining and Adventure Racing

See also Daywalks and camping in populated areas risk assessments. Note participants are often isolated from main group.

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| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Sporting injury during event |  | * Be aware of emergency procedures, carry reasonable medical kit if intent on continuing.
 |  |  |
| Predictable medical emergency during event |  | * Be prepared for predictable events.
 |  |  |
| Unpredictable medical emergency during event. |  | * Be aware of emergency procedures.
 |  |  |
| Naivity. Adventure races are difficult and dangerous |  | * Participate in trial events.
 |  |  |
|  |  |  |  |  |
| Environmental risk |
| Bushfire |  | * Be informed.
 |  |  |
| Terrestrial flooding |  | * Be informed.
 |  |  |
| Wildwater |  | * Be informed.
 |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Equipment/ clothing inadequate. |  | * Participate in trial events.
 |  |  |
| Wet clothing and sleeping gear |  |  |  |  |
|  |  |  |  |  |
| Facilities Risk |
| Poor event planning |  | * Due diligence on organisers event plans and prior experience.
 |  |  |
| Failure to account for participants |  | * Review sign-in and sign-out procedures.
* Co-operate with organisers
 |  |  |
|  |  |  |  |  |

## Snowcamping

See also Overnight walks and carcamping expeditions in remote areas

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Severe hypothermia |  | * Awareness that Australian conditions are relatively warm, therefore relatively wet, therefore dangerously cold.
* Awareness Australian huts are very spartan.
 |  |  |
| Severe food poisoning |  | * Awareness Australian huts are notoriously unhygienic.
 |  |  |
| Navigation failure |  | * Awareness of equipment unreliability in sub-zero conditions.
* Awareness of intensity of ephemeral unmapped hazards.
* Awareness of how different a snow covered landscape looks, compared with summer.
 |  |  |
| Exhaustion |  | * Awareness of the energy required when continually falling and getting up under packs.
 |  |  |
|  |  |  |  |  |
| Environmental risk |
| Avalanche, snowcap failure, snow cave collapse |  |  |  |  |
| Blizzard, extended whiteout |  |  |  |  |
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|  |  |  |  |  |
| Equipment Risk |
| Loss of key equipment |  |  |  |  |
| Equipment failure |  |  |  |  |
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|  |  |  |  |  |
| Facilities Risk |
| Overcrowded huts |  |  |  |  |
| National Parks permits |  |  |  |  |
|  |  |  |  |  |

## Indoor climbing gym sessions

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| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Belaying errors |  | * Developing rapport with belayer.
* Avoiding distractions
 |  |  |
| Bouldering falls |  | * Ensure falls are going to be soft
 |  |  |
| Typical athletic injuries |  | * Warmup
* First aid facilities
 |  |  |
|  |  |  |  |  |
| Environmental risk |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Improper fitting of harness |  | * Training and diligence
 |  |  |
| Improper assembly of belaying devices. |  | * Training and diligence
 |  |  |
|  |  |  |  |  |
| Facilities Risk |
| Failure of venue facilities |  | * Monitor reputation of venue.
 |  |  |
| General site emergency |  | * Monitor reputation of venue.
 |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## Outdoor toproping, abseiling and canyonning expeditions

See also Daywalks and Indoor Climbing risk assessment

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Cliff falls (eg accessing, setting) |  | * Protocols and training
 |  |  |
| Belayed climber fall injury |  | * Personal safety equipment (eg safety tape, spare karabiner)
* Use of ground anchors for small belayers
* Rescue protocol
 |  |  |
| Abseiler injury |  | * Personal safety equipment (eg prusiks) and skills in use.
* Rescue protocol
 |  |  |
| Solo climber fall injury |  | * Run for cover
 |  |  |
| Rockfalls (eg due to climbers and setters) |  | * Wear a helmet unless top certain to be ‘clean’.
 |  |  |
| Abseil rope doesn’t reach bottom |  | * Self rescue (eg prusiks)
 |  |  |
| Confusion about duty of care |  | * Ensure participants are aware of qualifications (if any) of ‘organisers’.
 |  |  |
|  |  |  |  |  |
| Environmental risk |
| Canyon flooding event |  | * Monitor weather forecasts
* Gather local knowledge, use local guides
* Have contingency plan, exit strategy.
* Carry suitable communications equipment or beacon
 |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Improper fitting and assembly |  | * Routine of indoor climbing to consolidate personal skills.
* Buddy checks
 |  |  |
| Rope failure |  | * Record rope usage and falls;
* Budget for rolling rope replacement
 |  |  |
| Lack of personal rescue equipment |  | * Inform climbers of best practice personal rescue kit.
 |  |  |
|  |  |  |  |  |
| Facilities Risk |
| Non-compliance with NPWS regulations (eg if not authorised to run organised events) |  | * Keep these ‘peer’ events, nor formally organised.
* Inform member there are no organised events in National Parks.
 |  |  |
|  |  |  |  |  |
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## Outdoor leadclimbing expeditions

See also Outdoor toproping, abseiling and canyonning risk assessment

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| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Injury in multipitch climb |  |  |  |  |
| Spooking (eg of abseil) |  |  |  |  |
| Failure of lead climber to negotiate pitch. |  |  |  |  |
| Failure of follower to negotiate pitch |  |  |  |  |
| Getting lost or failure to build adequate abseil station. |  |  |  |  |
| Inadequate internediate belay station |  |  |  |  |
|  |  |  |  |  |
| Environmental risk |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Insufficient protection on rack |  | * Standardise rack configuration;
* Don’t allow borrowing of protection itetms from racks
 |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Facilities Risk |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

## Ice-climbing and mountaineering expeditions

See also Outdoor leadclimbing expeditions risk assessment

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Environmental risk |
| Poor quality ice and snow |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Equipment Risk |
|  |  |  |  |  |
|  |  |  |  |  |
| Facilities Risk |
|  |  |  |  |  |
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|  |  |  |  |  |

## Flatwater/ estuarine day kayaking expeditions

See also Daywalks risk assessment

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Lack of paddling and physical skills, inability to keep up. |  | * Training and prequalification for demanding trips
 |  |  |
| Inability of group to tow incapable/ exhausted paddlers. |  | * Depth of experience
 |  |  |
| Inability/ unpreparedness to be rescued after wet exit. |  | * Training and prequalification
 |  |  |
| Capsize and pin in shallow water |  | * Wet exit and rolls training
 |  |  |
| Failure to wet exit after capsize (eg due to panic, concussion). |  | * Wet exit and rolls training
* Use of helmets where applicable
 |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Environmental risk |
| Sea swell due to afternoon sea breeze. |  | * Familiarity with local conditions
 |  |  |
| Shore break. |  | * Familiarity with local conditions
* Training in sidesurfing
 |  |  |
| Washing machine swell |  | * Familiarity with local conditions
 |  |  |
| Strong winds |  | * Strength and endurance
 |  |  |
| Clash with shipping |  | * Familiarity with local conditions, trip planning.
* Standard trip plans
 |  |  |
| Clash with other recreational boaters. |  | * Familiarity with local conditions
 |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Inapproprate selection of craft. |  | * training
 |  |  |
| Too tight in craft. |  | * Assistance in craft selection
 |  |  |
|  |  |  |  |  |
| Facilities Risk |
|  |  |  |  |  |

## Coastal sea kayaking and surf kayaking expeditions

See also Flatwater/ estuarine day kayaking expedition risk assessment

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Concussion |  | * Event planning to avoid surf conditions
* Use of helmets
 |  |  |
| Shallow water pinning |  | * Rolls and exits training
 |  |  |
| Shoulder injury |  | * Training, avoidance of high brace.
 |  |  |
| Difficulty bringing craft to shore. |  | * Trip planning
 |  |  |
| In water - difficulty returning to shore |  | * Swim skills and confidence
 |  |  |
|  |  |  |  |  |
| Environmental risk |
| Inappropriate swell (eg dumpers, shore break) |  | * Ability to read surf conditions
 |  |  |
| Hazardous marine creatures |  | * Local familiarity and training
 |  |  |
| Clash with boardriders |  | * Site selection – best to stick to closed out surf conditions
 |  |  |
| Clash with recreational swimmers. |  | * Site selection
 |  |  |
| Clash with kiteboarders |  | * General awareness of other beach users
 |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Use of inappropriate equipment |  | * Training and assistance
 |  |  |
| Equipment failure |  | * Inspection and maintenance
 |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Facilities Risk |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## Offshore sea kayaking expeditions

See also Coastal sea kayaking and surf kayaking expedition risk management.

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Failure to account for currents |  |  |  |  |
| Navigation failure |  |  |  |  |
| Group not staying together |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Environmental risk |
| Storms and currents |  |  |  |  |
| Hazardous marine creatures |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Inadequate equipment |  |  |  |  |
| Equipment getting wet. |  |  |  |  |
|  |  |  |  |  |
| Facilities Risk |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## Whitewater kayaking expeditions

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Inadequate skills |  | * Training and practice
 |  |  |
| Group not staying together |  | * Routine of breaking out at eddies;
* Use of throw bags
 |  |  |
| Concussion, injury, failure to wet exit from capsize. |  | * Training and practice
 |  |  |
| Getting lost |  | * Familiarity with conventional and GPS navigation techniques.
 |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Environmental risk |
| Caught in stopper |  | * Training
 |  |  |
| Caught in strainer |  | * Site selection
 |  |  |
| Unable to access suitable exit point |  | * Site selection
 |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Inappropriate equipment |  | * Training
 |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Facilities Risk |
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|  |  |  |  |  |

## Mountainbike events

See also Daywalks risk assessment

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| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Lack of skilled bike maintainers |  |  |  |  |
| Poor selection of tracks |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Environmental risk |
| High fire danger |  |  |  |  |
| Wet and slippery conditions |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Equipment Risk |
| Flat tyres |  |  |  |  |
| General equipment failure |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Facilities Risk |
| Clash with other users and organised events. |  |  |  |  |
| Losing track of participants |  | * Sign-in and sign-out system.
 |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## Road cycle touring

See also Daywalks risk assessment; Overnight walks and carcamping expeditions in populated areas

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
|  |  |  |  |  |
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|  |  |  |  |  |
| Environmental risk |
|  |  |  |  |  |
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|  |  |  |  |  |
| Equipment Risk |
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|  |  |  |  |  |
| Facilities Risk |
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## Kiteboarding

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| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Collision with other beach users |  |  |  |  |
| Collision with other kiteboarders |  |  |  |  |
| Being blown offshore |  |  |  |  |
| Hard landings |  |  |  |  |
|  |  |  |  |  |
| Environmental risk |
|  |  |  |  |  |
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|  |  |  |  |  |
|  |  |  |  |  |
| Equipment Risk |
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|  |  |  |  |  |
| Facilities Risk |
| Losing track of participents |  | * Sign-in and sign out system
 |  |  |
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## Boardsurfing, Bodysurfing and Ocean Swimming

See also daywalks risk assessment

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Incident due to lack of basic water skills |  | * Discuss, monitor, buddy up
* Use patrolled beach in extreme situations (eg recent arrivals with very poor aquatic skills)
 |  |  |
| Hypothermia |  | * Discuss, monitor
 |  |  |
| Sunburn, heat exhaustion |  | * Discuss, monitor
 |  |  |
| Spinal injury |  | * Discuss proper way of falling off board, monitor;
* Discuss hazards of dumping waves, monitor.
 |  |  |
| Equipment damage |  | * Discuss how to look after equipment. Boardsurfing equipment is particularly fragile.
 |  |  |
|  |  |  |  |  |
| Environmental risk |
| Dangerous surf conditions (eg large, dumping, rips) |  | * Monitor conditions on Swellnet or similar prior to travelling
* Survey beach before entryand discuss hazards
* Contingency plans (eg bushwalk) and locations
 |  |  |
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| Equipment Risk |
| Lack of or unserviceability of ankle leashes |  | * Inspect and repair.
 |  |  |
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| Facilities Risk |
| Clashes with other boardriders |  | * Select suitable locations for novice riders
* Discuss local boardriding protocols.
 |  |  |
| Clashes with kiteboarders |  | * Ensure visibility (eg swim caps), especially if surf swimming;
* Stay clear of kiteboarders unless specifically invited to assist.
 |  |  |

## Sailing and Windsurfing

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
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|  |  |  |  |  |
| Environmental risk |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Equipment Risk |
|  |  |  |  |  |
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|  |  |  |  |  |
| Facilities Risk |
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## Social meetings and events, private parties

Events not of an outdoor flavour.

|  |
| --- |
| Risk Assessment |
| Activity/ Hazard | Initial assessment | Control measure | Who & when | Risk reassessment |
| People Risk |
| Exclusion of members (eg on ethnic, gender or religious basis) |  |  |  |  |
| Misuse of alchol or recreational drugs. |  |  |  |  |
| Inapproprate behaviour |  |  |  |  |
| Abuse and neglect of minors. |  |  |  |  |
|  |  |  |  |  |
| Environmental risk |
|  |  |  |  |  |
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|  |  |  |  |  |
| Equipment Risk |
| Hazardous equipment (eg BBQs) |  |  |  |  |
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| Facilities Risk |
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1. Preparation and interpretation of Risk Management Matrices

|  |
| --- |
| Likelihood of Identified Risk Occurring |
| Rating | Likelihood of identified risk occurring in the course of a year |
| Almost Certain | Will probably occur, could occur several times per year |
| Likely | High probability, likely to arise once per year |
| Possible | Reasonable likelihood that it may arise over a five-year period |
| Unlikely | Plausible, could occur over a five to ten year period |
| Rare | Very unlikely but not impossible, unlikely over a ten year period |

|  |
| --- |
| Consequence of Identified Risk Occurring |
| Rating | Potential Impact - In terms of the objectives of the organisation |
| Catastrophic | An extreme potential to threaten the sustainability of the organisation or its aims and activities (huge financial Loss or political Impact, very serious occupational health, safety and welfare incident/s, permanent Loss of critical infrastructure/data). |
| Major | A very high potential to impair the achievement of the organisation’s aim or activity objectives (major financial Loss or political Impact, significant occupational, health, safety and welfare incident/s, long term Loss of some critical infrastructure/data). |
| Moderate | A significant/medium potential of affecting the achievement of the organisation’s aim or activity objectives (moderate financial Loss or political Impact, injuries requiring medical treatment only, medium term Loss of some essential infrastructure/data). |
| Minor | The consequences would threaten the efficiency or effectiveness of achieving some aspects of the organisation’s aim or activity objectives, requiring management effort to minimise Impact (minimal financial Loss, injuries requiring first aid only, minor political Impact or disruption to non-essential infrastructure/data). |
| Insignificant | Low level Impact with negligible consequences on the aim or activity objectives that can be controlled by routine management procedures (no injuries, negligible financial Loss or disruption to non-essential infrastructure/data). |

|  |
| --- |
| Risk Analysis Matrix |
| LIKELIHOOD RATING | CONSEQUENCES |
| Insignificant | Minor | Moderate  | Major | Catastrophic |
| Almost Certain | Moderate | High | Catastrophic | Catastrophic | Catastrophic |
| Likely | Moderate | High | High | Catastrophic | Catastrophic |
| Possible | Low | Moderate | High | Catastrophic | Catastrophic |
| Unlikely | Low | Low | Moderate | High | Catastrophic |
| Rare | Low | Low | Moderate | High | High |

|  |
| --- |
| Hierarchy of control |
| Elimination | In this case the hazard or risk is eliminated by changing/stopping the process entirely. |
| Substitution | The hazard is replaced by a process or material that presents a lower risk. |
| Engineering Controls/ Isolation | This method of risk reduction involves engineering changes that effectively isolate or reduce the hazard. |
| Administrative Controls | These controls rely on developing safe procedures and work methods. |
| Personal Protective Equipment (PPE) | PPE is worn as a barrier between the person and the hazard. To be effective PPE needs to be properly chosen, maintained and used. PPE is generally considered the least effective control measure because it is the ‘last line of defence’. If the worker does not wear it, or wears it incorrectly, they are fully exposed to the risk |

1. Detailed Risk Action Plans

## Specific Risks – Daywalks

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Daywalks can attract the (typically foreigner) extremes of the membership - highly inexperienced, poorly acclimatised, poorly prepared new members keen to do 'something'; through to highly ambitious and competent new members keen to impress established leaders. Does the daywalk schedule safely cater for and suitably challenge the range of interested members?

Daywalks in summer months have elevated risks of heat exhaustion, bushfire, sunburn, and snakebite. Are participants effectively warned and are organisers adequately prepared for such events?

Do organisers have adequate contingency, cancel and exit strategies if risk becomes excessive or an incident occurs?

Do organisers make themselves aware of limitations and relevant medical conditions of participants? (eg asthma, anaphalaxis, diabetes). Do they buddy at-risk participants with capable ones? Do they have first aid kit adequate for the participants?

Has a specific peak body risk management plan been consulted?

Eg Bushwalking Australia www.bushwalkingaustralia.org and

training.gov.au Sport, Fitness and Recreation Training Package SIS10

## Specific Risks - Overnight walks and carcamping expeditions in populated areas

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Are participants adequately acclimatised, fit and prepared for overnight events? Are participants aware of how cold it gets in Australia?

Is camping equipment fit for purpose?

Simple expeditions are often used to prepare for more demanding expeditions. Is best practice (eg in food safety, navigation) being used?

Do organisers have adequate contingency, cancel and exit strategies if risk becomes excessive or an incident occurs?

Has a specific peak body risk management plan been consulted?

Eg Bushwalking Australia www.bushwalkingaustralia.org and

training.gov.au Sport, Fitness and Recreation Training Package SIS10

## Specific Risks - Overnight walks and carcamping expeditions in remote areas

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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|  |  |  |  |
|  |  |  |  |

Are participants adequately acclimatised, fit and prepared for highly demanding events? Are participants aware of how cold it gets in Australia?

Is camping equipment fit for purpose?

Are adequate casevac plans in place? EPIRB? GPS?

Are leaders prepared and capable navigators? Are they able to navigate in the event of technology failure (eg GPS failure)?

Do leaders make themselves aware of limitations and relevant medical conditions of participants? (eg asthma, anaphalaxis, diabetes). Do they buddy at-risk participants with capable ones? Do they have first aid kit adequate for the participants and elevated remote area risks?

Has a plan been prepared and lodged with suitably responsible people and authorities?

Has a specific peak body risk management plan been consulted?

Eg Bushwalking Australia www.bushwalkingaustralia.org and

training.gov.au Sport, Fitness and Recreation Training Package SIS10

## Specific Risks - Rogaining and Adventure Racing

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Rogaining and adventure racing are for highly experienced and independent adventurers. Are prospective participants naive? Are they prepared to suffer extreme hardship and potential for serious injury or even death?

Are event organisers competent? Have they provided adequate briefing and exit strategies? Do they have adequate search and rescue and first aid capability?

Has a specific peak body risk management plan been consulted?

eg

## Specific Risks – Snowcamping

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the risks listed for overnight walks in remote areas (above) been considered?

Has a specific peak body risk management plan been consulted?

Eg training.gov.au Sport, Fitness and Recreation Training Package SIS10

Compared with Europe and US, Australian snow conditions are relatively warm - overnight lows of approx -5C in Victoria and -10C in NSW. Australian snowfalls are relatively heavy - a metre overnight is not uncommon. Australian snow is relatively wet - and wet is cold! Australian huts are very spartan and can be overcrowded in difficult conditions. Australian huts are notoriously unhygienic. Are participants aware of the differences and challenges?

Skiing under packs is extremely demanding, especially for novices who fall frequently. Are particpants of adequate skill, strength and endurance to survive such an event? Are their packs unnecessarily heavy? Are they prepared to endure hardship, injury and the potential for death?

Back-country skiing under packs is hot, sweaty work! Getting and staying dry requires meticulous attention to detail. Are participants adequately prepared, drilled and disciplined in the necessary clothing changes?

Navigation back country can be very difficult, especially in whiteout conditions. Plantlife, creeks and other navigation aids may be completely covered in snow, making landscapes look very different to summertime. Pole-lines may even be covered. Are leaders experienced in navigating in the area? Do they have contingency plans if lost?

Do leaders and participants have adequate navigation aids - GPS with key locations programmed; suitable maps, map covers, compass; EPIRB?

Do leaders and participants have adequate communications equipment and knowledge of coverage?

Do leaders and participants have adequate first aid expertise and supplies? Are specific needs of participants catered for?

## Specific Risks - Indoor climbing gym sessions

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| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Has a specific peak body risk management plan been consulted?

eg

Have particpants been adequately briefed about permitted activities, and adequately warmed up?

If bouldering - are drop mats adequate and in place?

If toproping - are belayers competent and proficient with the gym's equipment?

Are participants competent in fitting harness and tying in? Are adequate checks carried out?

If carrying out roof climbs - are participants competent and adequately disciplined?

Does the gym have suitably qualified staff and adequate operational and emergency procedures?

Is the gym equipment suitably maintained? Are general commercial building requirements (toilets, fire escapes, access and egress) met?

## Specific Risks - Outdoor toproping and abseiling expeditions

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the risks for daywalks (above) been considered?

Has a specific peak body risk management plan been consulted?

Eg South Australian Rock-climbing Education Association http://climbingclubsouthaustralia.asn.au/sarea/sarea-download/

Department for Enviroment and Heritage

Are Instructors (if applicable) suitably qualified?

AUMC outdoor toproping events are usually 'peer' events with (perhaps) an organiser but no qualified Instructor. Are participants aware of their own (elevated) responsibilities at 'peer' events? Are participants competent (eg consenting adult, adequate in English) to make an informed decision?

Even if not an Instructor, do organisers and experienced members brief inexperienced members about hazards and best practice?

Is safety equipment (eg helmets, prusiks, safety tapes) available and suitable?

Is climbing equipment adequately maintained and fit for purpose?

Toproping is often used as training and peer assessment for lead-climbing opportunities. Is best practice for these higher standards being followed?

Is novice belay building training conducted in a safe location? Can belay builders tie knots adequately?

Are belays checked prior to climbing? Is belay technique monitored? Are small belayers adequately anchored?

## Specific Risks - Outdoor leadclimbing expeditions

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| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the risks for Overnight walks in populated or remote areas (as applicable) been considered?

Has a specific peak body risk management plan been consulted?

As above

Are Instructors (if applicable) suitably qualified?

Are participants suitably experienced and aware of the risks?

Is climbing equipment adequately maintained and fit for purpose? Are the lead racks complete and sorted?

Are all participants members and authorised to use equipment?

Is there agreement on procedures (eg arrival at belay, swinging leads, pulling protection, topping out), calls, and action on stalled climb? This includes any passengers.

## Specific Risks - Ice-climbing and mountaineering expeditions

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| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the combined risks for Overnight walks in remote areas, Snowcamping and Outdoor leadclimbing expeditions been considered?

Has a specific peak body risk management plan been consulted?

eg

## Specific Risks - Flatwater kayaking expeditions

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| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the risks for Daywalks or Overnight walks in populated or remote areas (as applicable) been considered?

Has a specific peak body risk management plan been consulted?

Eg Canoe Australia http://canoe.org.au

DECD Swimming and aquatics www.decd.sa.gov.au/

Have participants been trained in or demonstrated basic paddle skills, safe boarding and exiting, deck removal, wet exits and rescues? Are they prepared to be rescued?

Can leaders and participants swim adequately for the conditions anticipated?

Do participants have adequate clothing, PPP and footwear for the event?

Is there an adequate ratio of proficient kayakers, proficient in rescues, for the conditions anticipated?

Are the leaders adequately familiar with the area and weather forecast? Are the conditions really flatwater, or is there a reasonable prospect swiftwater, surf or swell will be encountered? Is it likely there will be an afternoon sea breeze?

Have participants been assigned craft of a suitable size (or are they going to be shoehorned into a boat they won't be able to exit)?

Have adequate entry and exit points been identified?

Are all participants able to respond to a shallow-water capsize?

## Specific Risks - Coastal sea kayaking expeditions

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the risks for Daywalks or Overnight walks in populated or remote areas (as applicable) been considered?

Have the risks for flatwater kayaking expeditions been considered?

Has a specific peak body risk management plan been consulted?

Eg Canoe Australia www.http://canoe.org.au

Do leaders have the adequate additional equipment for a sea kayaking expedition (eg pump, spare paddle, towing kit)?

Are participents prepared to beach in chop or surf if conditions change during the day? Will they know what to do? Does everyone know what to do in the event of a shallow water capsize?

## Specific Risks - Offshore sea kayaking expeditions

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| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the risks for overnight walks in remote areas been considered?

Have the risks for coastal sea kayaking been considered?

Has a specific peak body risk management plan been consulted?

Eg Canoe Australia www.http://www.canoe.org.au

Victorian Sea Kayak Club http://www.vskc.org.au

Are all participants capable of conducting an X-Rescue, and be rescued?

Is all equipment suitable for the expedition (including contingencies) planned?

Is all camping equipment, food etc suitably waterproof packaged in the event of a swamping?

Is there adequate emergency equipment - EPIRB, GPS, flares, marine radio? Do custodians know how to use them?

## Specific Risks - Surf kayaking expeditions

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| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the risks for daywalks (above) been considered?

Has a specific peak body risk management plan been consulted? (note - surf kayaking is a crossover between surfing and kayaking)

Eg Canoe Australia www.http://www.canoe.org.au

Do all participants have adequate swimming skills for the conditions?

Are all participants using suitable safety equipment, including helmet and high lift buoyancy vest?

The greatest risk of drowning is a capsize in shallow water. Are all participants able to demonstrate the 'panic' or 'setup' position and handroll in shallow water? Are all participants able recognise and respond to a shallow-water capsize?

Are leaders able to recognise and communicate surf hazards (such as rips, rocks, dumpers)?

Are leaders able to identify suitable surf breaks and not place other beach users at unneccessary risk of collision?

## Specific Risks - Whitewater kayaking expeditions

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|  | Yes | Don’t know | No |
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Have the risks for daywalks (above) been considered?

Have the risks for surf kayaking (above) been considered?

Has a specific peak body risk management plan been consulted?

Eg Canoe Australia www.http://www.canoe.org.au

In lieu of surf hazards, are leaders able to recognise and communicate whitewater hazards and features (such as stoppers, chutes, eddies, strainers, and different whitewater grades)?

In contrast with the eastern states, South Australian water infrastructure appears to be designed to increase hazard to kayakers and usually only flows in flood conditions. Are leaders aware of the unique intensity of risk in South Australian inland waters?

Can participants recognise eddies and adequately break in and out?

Can participants adequately wet-exit, stay with paddle and craft and swim into an eddy?

Do participants know how to respond to a throw-bag rescue? Are throew-bags carried and can leaders and participants effect a throw-bag rescue?

## Specific Risks - Mountainbike events

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|  | Yes | Don’t know | No |
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Have the risks for daywalks (above) been considered?

Has a specific peak body risk management plan been consulted?

eg Adelaide Mountain Bike Club www.ambc.asn.au

## Specific Risks - Road cycle touring

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| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the risks for daywalks (above) been considered?

Has a specific peak body risk management plan been consulted?

eg Australian Bicycle Council www.bicyclecouncil.com.au - links to various documents.

Govt of SA Cycling and the Law http://www.sa.gov.au

## Specific Risks – Kitesurfing

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| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
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Have the risks for daywalks (above) been considered?

Has a specific peak body risk management plan been consulted?

Eg Kiteboarding Australia aksa.com.au

Although kitesurfers get injured, the main risk associated with kitesurfing is injury to others - ocean swimmers, bodyboarders and surfers, casual beach patrons. Do event organisers and participants carry out an assessment of other beach users at risk? Do participants avoid high risk areas, such as crowds and SLSA patrolled areas?

Do participents use the usual PPP - buoyancy vest, wetsuit?

In larger events do organisers use a sign in-sign off system?

When storm activity (including lightning) is predicted, are participants recalled to the beach in plenty of time to sign off?

In larger events do organisers ensure availability of rescue boats? Is there a missing persons procedure?

Do briefings include hazard assessments - including rocks, currents, legislated no-go zones, overhead power cables?

Is crowd management implemented and effective?

Are right of way and distance off rules understood and complied with?

## Specific Risks - Boardsurfing, Bodysurfing and Ocean Swimming

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
| Have the risks for daywalks (above) been considered? |  |  |  |
| Has a specific peak body risk management plan been consulted? Eg Surfing Australia www.surfingaustralia.com |  |  |  |
| Do organisers and participants understand surf hazards and adjust their activities to suit? |  |  |  |
| Do participants have swim skills adequate for the conditions encountered? |  |  |  |
| Do participants understand no-go zones, such as SLSA patrolled areas, competition areas and navigation lanes? |  |  |  |
| Do organisers and participants understand ocean hazards (marine creatures, spnal injuries, hypothermia, drowning) and understand treatment methods? |  |  |  |

## Specific Risks – Windsurfing

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes | Don’t know | No |
| Have the risks for daywalks (above) been considered? |  |  |  |
| Has a specific peak body risk management plan been consulted? Eg Australian Windsurfing Association www.windsurfing.org |  |  |  |
| Do participants use the usual PPP - buoyancy vest, wetsuit? |  |  |  |
| In larger events do organisers use a sign in-sign off system? |  |  |  |
| When storm activity (including lightning) is predicted, are participants recalled to the beach in plenty of time to sign off? |  |  |  |
| In larger events do organisers ensure availability of rescue boats? Is there a missing persons procedure? |  |  |  |
| Do briefings include hazard assessments - including rocks, currents, legislated no-go zones, overhead power cables? |  |  |  |