



Cargo to Grenfell

Annual Fundraiser Walk

RISK MANAGEMENT - CONTINGENCY PLAN

CARGO TO GRENFELL ANNUAL FUNDRAISER WALK // 10-12TH MARCH 2022

Managed Risk	Associated Risks and Potential Impacts	Risk Rating	Corrective Action / Solutions
Weather Conditions; Severe Rain, Hail or Thunder Storms Smoke or Fog Extreme Wind or Sand Storms Heat Wave (+42 Degrees)	<ul style="list-style-type: none"> ● Health risks ● Reduced or poor visibility ● Heat Stroke or other heat related illness ● Poor air quality ● Un stable and or slippery surfaces ● Flooding, heavy deluge ● Injury or harm 	4-6	<ul style="list-style-type: none"> ● First Aid Available ● Essential food and water available throughout ● Wet weather gear and equipment ● Sun / heat protection ● Emergency services on standby ● Clear and visible signage, markers and indicators ● Able event staff and volunteers ● Basic medical equipment
Unanticipated Personal Injury (Non-Serious)	<ul style="list-style-type: none"> ● Minor incidents ● Injury relating to; <ul style="list-style-type: none"> - Muscle pain - Fatigue or exhaustion - Bone soreness or joint pain - Blisters, cuts, bruises or abrasions - Headaches or migraines - Dizziness - Rashes - Insect bites, swellings or irritations - Hay fever, flu or cold symptoms - Other sport relating injuries ● Prolonged, or regular assistance from event staff 	4-6	<ul style="list-style-type: none"> ● First aid and medical assistance ● Specific medication and basic medical equipment ● Emergency services on standby ● Pain reducing treatments, therapy and massages ● Essential food and water throughout ● Vitamins and sports drinks
Unanticipated Personal Injury	<ul style="list-style-type: none"> ● Traffic incidents ● Vehicle crash/s involving participants and volunteers 		<ul style="list-style-type: none"> ● Cease Event, cancel the remainder of the event

<p>(Severe or life threatening)</p>	<ul style="list-style-type: none"> ● Natural disasters ● Event ceased, deemed to be unsafe or extremely hazardous ● Injury relating to; <ul style="list-style-type: none"> - Broken or fractured bones - Organ failure such as heart attack or stroke - Severe joint, muscle or bone pains - Severe cuts and abrasions - Trauma or shock - Mental instabilities 	<p>6-8</p>	<ul style="list-style-type: none"> ● Call emergency services to the scene ● Notify event organiser and all appropriate staff ● Isolate the hazard or the scene of the incident if possible ● Immediate first aid and medical assistance ● Apply specific medication or treatment – only by trained first aid officers
<p>Acts of God / Natural Disasters Earthquakes Cyclones Tsunamis Fire</p>	<ul style="list-style-type: none"> ● Event ceased due to intolerable weather including, extreme rain, hail, thunderstorms, severe high temperatures or winds (Refer to Weather Conditions) ● State of emergency ● Life threatening circumstances ● Dangerous and uncontrollable environments ● Flash flooding ● Bush fires 	<p>5-7</p>	<ul style="list-style-type: none"> ● First aid and medical assistance available ● Generate participant checklists to ensure correct preparation to accommodate variable weather conditions and climate ● Event organiser to provide additional personal protective items deemed necessary ● Day of event may conclude IF weather conditions becomes intolerable or the risk to continue is to great. Vehicles will transport participants to accommodation ● Disaster protection and prevention control measures ● Emergency services on standby
<p>Intolerable Road Conditions</p>	<ul style="list-style-type: none"> ● Unstable or unpredictable road conditions ● Sudden elevation changes ● Pits, pot holes and damaged curbs ● Dangerous or potentially harmful paths, on route changes, low visibility corners, crests or blind corners 	<p>3-5</p>	<ul style="list-style-type: none"> ● First aid and medical assistance available ● Traffic control plan and traffic management plan providing vehicular traffic protection ● Hazard isolation, event signage, flagging ● Event staff to ensure the route is safe and adequate for participants ● Event risk assessment to be followed
<p>Public Dispute or Community Impact</p>	<ul style="list-style-type: none"> ● Sudden changes in traffic conditions and pedestrian activity ● Unforeseen impacts to the non-event community ● Trespassing on private properties 	<p>3-5</p>	<ul style="list-style-type: none"> ● Detailed briefings to inform participants of the potential affects to the non-event community, mainly following the conclusion of each day

	<ul style="list-style-type: none"> • Participants not adhering to event guidelines, TCP or going against staff instruction • Unjust abuse or protest against participants, organisers or volunteers • Criminal behavior (refer to event legalities) • Community involvement in hotel activities, fundraising, trivia and raffles • Event hosted live music and entertainment 		<ul style="list-style-type: none"> • Event management to ensure the event causes NO negative impact to the surrounding community • Event organiser to monitor and employ corrective actions • Event TCP to be carried out • First aid readily available • Emergency services on standby • All involved have a responsibility to ensure their actions do not bring the event in to disrepute. Anyone found to have tarnished the event will be removed • All and any illegal activity to be reported to the local Police command
Environmental and Wildlife impact	<ul style="list-style-type: none"> • Impacts to native and surrounding wildlife and inhabitants • Harmful stings and bites (refer to personal injury) • Climate changes (Refer to Weather Conditions) • Native flora and fauna • Littering, rubbish or pollution affecting the environment 	4-6	<ul style="list-style-type: none"> • First aid and medical assistance • Event route has been designed to ensure minimal impact to the surrounding environment • Event rules and guidelines are enforced • Waste management has been incorporated to assure all rubbish is removed and disposed of correctly • Weather protection equipment is available for use • TCP will be carried out which enables participants to walk in a safe zone without the need to potentially harm flora
Event Safety Event Legalities Substandard control measures, risk management or event coordination	<ul style="list-style-type: none"> • Substandard safe event management protocols and procedures • High risk danger or limited protection to all involved • Vehicular traffic risks • Inaccurate TCP or incorrectly carried out plan • Unforeseen or unanticipated circumstances • Criminal behavior including but not limited to; <ul style="list-style-type: none"> - Theft - Trespassing 	4-6	<ul style="list-style-type: none"> • Rules and guidelines to be enforced throughout to ensure all involved follow the event protocols • Emergency services on standby • First aid, medical equipment and assistance available • Event management, staff, volunteers and marshals are to monitor participant activity • Report, note and discuss any additional hazards which may arise

	<ul style="list-style-type: none"> - Damage to personal property or council signage - Graffiti - Disobeying NSW Road Rules - Public disruption - Violence or abuse 		<ul style="list-style-type: none"> • Management are to ensure the safety of the event which coincides with legal requirements • A specifically designed TCP and TMP is to be carried out to ensure participants have a safe zone • Pre-start briefings to outline and identify a structured plan including discussing governing laws, rights and responsibilities
COVID-19	<ul style="list-style-type: none"> - Risk of attendee having the disease prior or during event whilst being infectious. - Risk of spreading the disease. 	4-7	<ul style="list-style-type: none"> • Completed COVID-19 Safety/Action Plan. • Display COVID Plan and other key info around areas of the event. For e.g gathering points • Inform and debrief event staff, volunteers and participants of COVID-19 Rules before starting the walk each day.

Risk Rating is determined by evaluating the POSSIBILITY of the Managed Risk vs the SEVERITY if it were to occur - Please see below Matrix

AN OCCURRING CIRCUMSTANCE OR RISK DETERMINED TO HAVE A RATING OF 8 OR MORE WILL RESULT IN AN INSTANT CEASE OF EVENT PROCEEDINGS.

THE REPERCUSSION OF ALL OTHER ASSOCIATED RISKS WILL BE DETERMINED AS THEY OCCUR

	Possibility of Managed Risk Occurring						
SEVERITY Or IMPACT	Never Seen Before	Extremely Unlikely	Rare	Unlikely	50/50	Likely	Very Likely
No or very Minor Impact on Event	1	1	2	2	3	3	3
Minimal Impact on Event	1	2	2	3	4	5	5
Attention Required from Event Staff	1	2	3	4	5	6	6

Attention Required from Emergency Services – Usually relating to Injury	2	4	5	6	7	8	8
Significant impact on Event Proceedings and or Emergency Services Required – Usually relating to Criminal Behavior	4	5	6	7	8	8	9
Very Serious, Potential of Death	5	6	7	8	9	9	10
Extreme or Life Threatening	6	7	8	8	9	10	10