COMPLETING A RISK ASSESSMENT - TEMPORARY VENUE

The following document details the process for completing a Risk Assessment on a temporary venue, whether it be for a race, hill-climb, autocross or street sprint event.

Review:

1. Read through the draft venue plan and safety documents ensuring that the key features are noted such as
    - Start / Finish
    - Pits
    - Spectator areas and controls
    - Marshall points
    - First Aid
    - Security (internal and external)

2. Walk the track and every 10m or so consider *"what would happen if the driver lost control"* noting the hazards and threats in the vicinity. If you identify a hazard and threat, note its location from a clear benchmark, e.g. how many metres from the start line.
    a. Consider the speed and path of the vehicle, particularly on corners, e.g. if the vehicle overshoots, where will it go?
    b. Use the risk table at the end of this document to help calculate the risk. See the following notes to help complete this risk table

Note 1: **Hazard:** Identify the hazards present note its location and description, e.g. Transformer 30 mts past S/F line. Consider things such as spectator areas, ditches, drains, fences, signs, parked vehicles, letter boxes, transformers, buildings, gates, poles, other roads etc.

Note 2: **Threat:** Identify the things that could go wrong, in other words the action that turn the hazards into threats, e.g. Driver loses control and strikes power pole; Brakes fail and vehicle hits fence; Spectator ventures onto road and struck by vehicle.

Note 3: **Likelihood:** Rate the likelihood of the incident occurring

Rare: 5% has never happened before or only once to twice at street circuits over the last 30 years

Unlikely: 5-25% has happened once or twice in these types of permitted events across the country over the last 10 years

Possible: 25-60% has happened several times at street sprints but never at this event

Likely: 60-80% has happened once or twice before at this event

Almost certain: 80-100% typically occurs at most events

Note 4: **Severity:** Rate the possible consequence of the incident:

- Near miss (NM)
- First Aid (FA)
- Medical Treatment (MT) requires ambulance but could continue to work
- Loss Time Injury (LTI)
- Severe (S) fatal or permanent disability

Note 5: **Inherent risk:** Considering the consequence and the likelihood of an incident, classify the inherent risk using the Risk Matrix below:

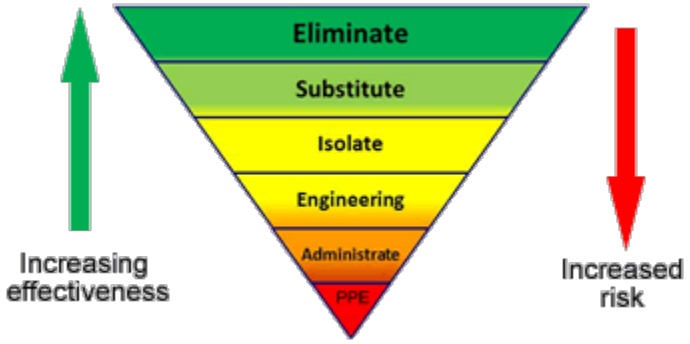
Risk Matrix

N.B. For more details regarding use of this matrix / definitions refer to final page of this document

Consequence	Likelihood: Rare	Unlikely	Possible	Likely	Almost Certain
Severe *Eg. Potential Fatality or Injury or Illness with permanent disability*	MEDIUM	MEDIUM	HIGH	EXTREME	EXTREME
Major *Eg. Potential Lost Time Injury (but non-permanent disability)*	LOW	MEDIUM	MEDIUM	HIGH	EXTREME
Moderate *Eg. Potential Medical Treatment injury or illness (but no lost time)*	LOW	LOW	MEDIUM	MEDIUM	HIGH
Minor *Eg. Potential First Aid injury*	LOW	LOW	LOW	MEDIUM	MEDIUM
Minimal *Eg. Hazard or near miss requiring reporting and follow up action*	LOW	LOW	LOW	LOW	LOW

Note 6: **Mitigation:** List the Mitigation measure, using the preferred hierarchy list below:

1. **Eliminate:** Can you get rid of the hazard altogether, e.g. remove the hazard, could chicane be moved upstream or downstream to reduce risk; could power be turned off
2. Isolate: provide an enclosure or barrier to minimise human exposure to the hazard, e.g. place a barrier structure in front of the hazard i.e. hay bales; barrier tape, fencing
3. Minimise: highlight hazard and ensure cars have safety equiment eg; roll cage, driver clothing. PPE Personal protective equipment (PPE) is a common means of minimising exposure risk, but it should only be used as the last line of defence if other controls are not feasible.



Note 7: **Residual Risk:** Bearing in mind the risk mitigation measure, reclassify the risk using the risk matrix. Hopefully either the likelihood and/or the consequence has lowered the risk and ll risks ae at an aceptable level.

TEMPORARY VENUE RISK ASSESSMENT TABLE

Item	Location	Hazard *1	Threat *2	Likelihood *3	Severity *4	Inherent Risk *5	Mitigation *6	Residual Risk *7