



Event Risk Register

2019 St Kilda Festival

Version: 1

Amended 09/11/2018

Completion of the checklist indicates the treatment measures recommended for each hazard will be in effect.

The information contained herein is intended as advice to the management of 2019 St Kilda Festival and does not remove the responsibility of management/proprietors to ensure all obligations under legislation are adhered to.

Principles of Risk Management

For risk management to be effective, an organization should at all levels comply with the principles below.

Risk management creates and protects value.

Risk management contributes to the demonstrable achievement of objectives and improvement of performance in, for example, human health and safety, security, legal and regulatory compliance, public acceptance, environmental protection, product quality, project management, efficiency in operations, governance and reputation.

Risk management is an integral part of all organizational processes.

Risk management is not a stand-alone activity that is separate from the main activities and processes of the organization. Risk management is part of the responsibilities of management and an integral part of all organizational processes, including strategic planning and all project and change management processes.

Risk management is part of decision making.

Risk management helps decision makers make informed choices, prioritize actions and distinguish among alternative courses of action.

Risk management explicitly addresses uncertainty.

Risk management explicitly takes account of uncertainty, the nature of that uncertainty, and how it can be addressed.

Risk management is systematic, structured and timely.

A systematic, timely and structured approach to risk management contributes to efficiency and to consistent, comparable and reliable results.

Risk management is based on the best available information.

The inputs to the process of managing risk are based on information sources such as historical data, experience, stakeholder feedback, observation, forecasts and expert judgement. However, decision makers should inform themselves of, and should take into account, any limitations of the data or modelling used or the possibility of divergence among experts.

Risk management is tailored.

Risk management is aligned with the organization's external and internal context and risk profile.

Risk management takes human and cultural factors into account.

Risk management recognizes the capabilities, perceptions and intentions of external and internal people that can facilitate or hinder achievement of the organization's objectives.

Risk management is transparent and inclusive.

Appropriate and timely involvement of stakeholders and, in particular, decision makers at all levels of the organization, ensures that risk management remains relevant and up-to-date. Involvement also allows stakeholders to be properly represented and to have their views taken into account in determining risk criteria.

Risk management is dynamic, iterative and responsive to change.

Risk management continually senses and responds to change. As external and internal events occur, context and knowledge change, monitoring and review of risks take place, new risks emerge, some change, and others disappear.

Risk management facilitates continual improvement of the organization.

Organizations should develop and implement strategies to improve their risk management maturity alongside all other aspects of their organization.

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Context

2019 St Kilda Festival Planned Event Environment

- Crowd management is to be undertaken by trained St Kilda Festival staff and contracted security companies.
- The 2019 St Kilda Festival is set on a large residential area and includes local parks and St Kilda Foreshore. It has various large flat hard paved road surfaces.
- There are permanent shops along Fitzroy Street, Acland Street, and The Esplanade and in some areas, there will be temporary structures erected across the site.
- There is a known history of good and compliant behaviour at previous St Kilda Festival events by attendees.
- The demographic attracted to the 2019 St Kilda Festival is expected to be well behaved and compliant providing their expectations are met and their experience is positive.
- The total attendance of the 2019 St Kilda Festival including all staff and support staff is expected to be in the region of 300,000 over the event day.
- The 2019 St Kilda Festival is an alcohol-free event with the exception of designated licensed areas and several licensed venues within the Festival site.
- Site Managers will act as Area Wardens. Area Wardens will be supported by wardens (nominated other staff).
- Emergency services will be in attendance as needed ready to manage emergencies as required with the assistance of 2019 St Kilda Festival Wardens.

Assumptions

- All hazards addressed in this assessment have medium to high levels of risk prior to existing tried and proven risk treatments being implemented.
- All Stakeholders will review this risk assessment to ascertain their responsibility and ability to implement treatment options.
- All documents, plans, policies, procedures, staffing levels, training and support referred to and or required to ensure the treatments are effective as intended, will be in place.
- Signing off the risk assessment checklist acknowledges all stakeholders are aware of and have agreed to implement the treatments they are responsible for.
- All persons working to implement the proposed treatments will do so to the best of their ability and as well as can be reasonably expected.

References

- Victoria OH&S Act 2004 & National WHS Act 2012
- ANZCTC Crowded Places Security Audit
- AS/NZS 4360 2004 Risk Management
- AS/NZS ISO 31000:2009 Risk Management Principles and Guidelines
- AS 3745 2010 Emergency Control Organisation and Procedures for Buildings, Structures and Workplaces
- AS 4801 Occupational Health and Safety Management Systems
- AS/NZS ISO 9001:200 Quality Management Systems – Requirements
- AS/NZS ISO 14001: 1996 Environmental management systems – Specification with guidance for use.
- National Construction 2016 Building Code of Australia

Support Documentation

- Emergency Management Response Plan
- Emergency Management Warden Brief
- Event Area Maps
- Event Signage Plan
- Event Plans
- Event Safety Plan
- Alcohol Plan
- Staff Roles and Responsibilities
- Staff Training Program
- Communications Plan

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RISK ASSESSMENT

Due to the very nature of events such as the St Kilda Festival it is difficult to foresee all hazards and risks and many will be identified or known only by the relevant internal and external event co-ordinators, stakeholders, contractors and/or suppliers of products or services. We must involve all of these experienced people in our hazard and risk assessment.

This risk assessment is a live document and is never final. Changes to hazards and controls should be reflected and actioned immediately. The risk assessment must be constantly reviewed and input is invited from all stakeholders.

Under Occupational Health and Safety Act, common and other related law, we are obliged to ensure that reasonable steps are taken to ensure that events are conducted in a manner which provides for the safety of all persons that might be present at any time, including public, employees, independent contractors, their employees and attendees.

The Act, establishes a general “duty of care” that an employer owes to its employees. This also includes independent contractors, employees of the contractor and members of the general public. Liability arises where a person is “exposed” to the risk of injury to health and safety. This means, it is not necessary for a person to have been actually injured but merely “exposed to risk”. Put in context, we must focus our attention on the risk to health and safety rather than the consequences of an offence.

We at the St Kilda Festival are aware of the importance of addressing occupational health and safety issues in the conceptual stages of an event to ensure that risks are identified and strategies to reduce or minimise identified risks are adopted.

This St Kilda Festival Risk Assessment is designed to be a guide for “best practice” for events and day to day functions in the environment of the St Kilda Festival. Sections of this Principal Risk Assessment may be applied to events and venues within the St Kilda Festival as required following consultation with the stakeholders.

We at the St Kilda Festival are committed to continually improving our risk management systems through a process of education, supervision, monitoring and incident reporting.

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Several safety professionals and state emergency service providers have contributed to the continuous development of this plan and their collective efforts are acknowledged.

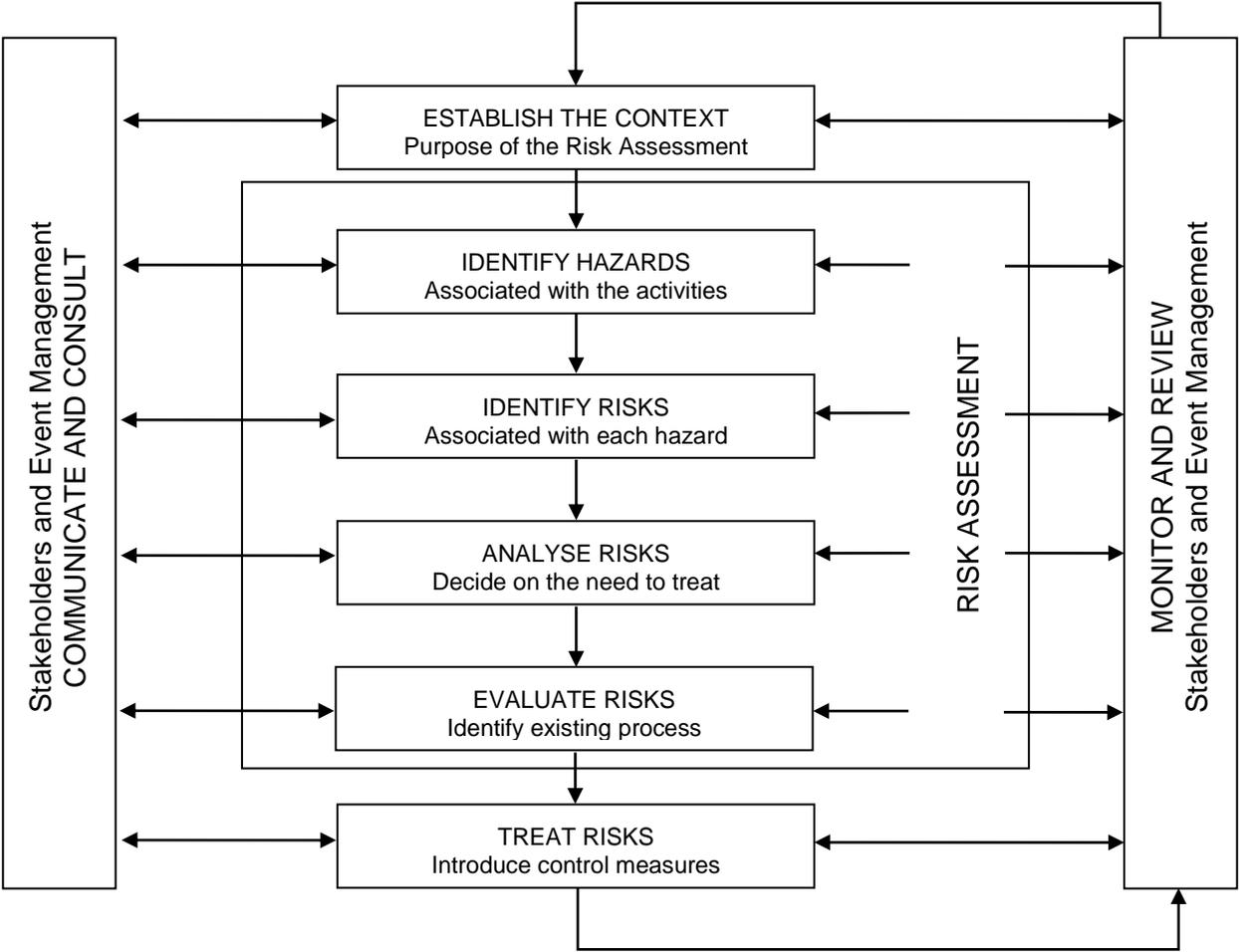
Public Safety Australia has continued to develop the plan to ensure best practice standards are met and exceeded for the direct benefit of their clients and the event industry itself.

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Event Risk Management Process – Overview



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Likelihood

Table 1: Likelihood Ratings

Likelihood	Category	Description
Almost Certain	A	The event is expected to occur in most circumstances
Likely	B	The event will probably occur in most circumstances
Possible	C	The event should occur at some time
Unlikely	D	The event could occur at some time
Rare	E	The event may occur only in exceptional circumstances

Consequence

Table 2: Risk Consequence Descriptors

Consequence	Category	Business Interruption	Environmental	Financial	Human	Public Image & Reputation
Catastrophic	5	Essential service failure, or key revenue generating service removed	Irreversible damage	Above \$5,000,000	Death(s) / many critical injuries	National and International Concern / exposure
Major	4	Service or provider needs to be replaced	Harm requiring restorative work	Up to \$5,000,000	Single Death/ multiple long term or critical injuries	State wide Concern / exposure
Moderate	3	Temporary, recoverable service failure	Residual pollution requiring cleanup work	Up to \$500,000	Single minor disablement/ multiple temporary disablement	Local community concern
Minor	2	Brief service interruption	Remote, temporary pollution	Up to \$100,000	Injury	Customer complaint
Negligible	1	Negligible impact, brief reduction/loss of service 2-12 hours	Brief, non hazardous, transient pollution	Up to \$10,000	Minor First Aid	Resolved in day-to-day management

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Risk Matrix

Table 3: Level of Risk Matrix

Likelihood Label	Consequence Label				
	1	2	3	4	5
A	Medium	High	High	Very High	Very High
B	Medium	Medium	High	High	Very High
C	Low	Medium	Medium	High	High
D	Low	Low	Medium	Medium	High
E	Low	Low	Medium	Medium	Medium

Control Hierarchy

The control hierarchy is a list of control measures, in priority order, that can be used to eliminate or minimize exposure to hazards. Below is the control hierarchy with general examples of each control measure:

• Avoidance of all risk	• Cancellation of event or not proceeding with activities
• Elimination of certain elements	• Avoid the risk by removing the risk source element completely.
• Substitution	• Use less hazardous procedure/substances equipment/process.
• Isolation	• Separate the process using design, barriers, enclosures or distance.
• Engineering Controls	• Mechanical/physical changes to equipment/materials/process.
• Administrative Controls	• Change procedures & design to reduce exposure to a risk source element
• Personal Protective Equipment	• Gloves, hats, boots, goggles, masks, clothing etc.
• Accepting or increasing risk to pursue an opportunity	• Accepting residual risk once all available effective controls are in place

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Event:	Event Produced By:	Compiled by:	Position:	Phone:	Email:
2019 St Kilda Festival	City of Port Phillip	Frank Martinuzzo	Risk Manager	0403 321 669	megabrook@bigpond.com
Date: Sunday the 10 th of February 2019					
Location: St Kilda, VIC (St Kilda Festival Precinct)					
Reviewed by:		Position:		Review Date:	
Frank Martinuzzo		SKF Risk Management Consultant		Version 1; 09/11/2018	
Jeff Warnick		Production Manager			

Hazard and Risk Assessment Control Checklist

NO.	HAZARDS	OK	NOT OK	N/A	DETAILS
Operational					
1.	Patrons arriving at 2019 St Kilda Festival				
2.	Overcrowding				
3.	Adjacent active carriageways				
4.	Contributory neighbouring events				
5.	Impromptu events, Protests, Rallies, etc				
6.	Drone use in air space above event				
7.	Alcohol and drugs				
8.	Missing Person / Lost Children				
9.	Accessibility to 2019 St Kilda Festival people with disabilities				
10.	Cash handling				
11.	Criminal activity				
12.	Civil Disturbance				
13.	Biological agents, needles, blood and vomit				
14.	Toilet facilities				
15.	Broken glass, litter etc				
16.	Waste				
17.	Tunnels, subway, lanes and narrow passages				
18.	Vehicles parked within the event road closure				

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NO.	HAZARDS	OK	NOT OK	N/A	DETAILS
Production					
19.	Fire, cooking, naked flame, hot surfaces				
20.	Staff, and contractors without necessary experience and training				
21.	Bullying, harassment and discrimination				
22.	Noise				
23.	Food sales and supplies to patrons				
24.	Fatigue when operating vehicles / plant				
25.	Performers engaged in high risk activities				
26.	Performing or working while suspended or at height				
27.	Extreme Sports, Exhibitions, Acrobatic displays				
28.	Plant and Equipment				
29.	Rigging, stages and overhead lighting				
30.	Slip, Trip, Fall and Knock				
31.	Live electrical wires or faulty equipment				
32.	LPG cylinders, heaters and appliances				
33.	Manual Handling				
34.	Bumping equipment in and out				
35.	Hazardous Materials				
36.	Rock or popular band concerts				
37.	Body of Water				
38.	Amusement rides and games				
39.	Inflatable usage				
40.	Mosh Pit Popular concerts				
41.	Vehicles moving within event public access areas				
Structural					
42.	Public climbing on infrastructure,				
43.	Structures, fences, stacked materials, etc collapsing				
44.	Stages and platforms				
45.	Scaffold				
46.	Trees and Limbs falling				
47.	Confined or hazardous spaces within buildings.				

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NO.	HAZARDS	OK	NOT OK	N/A	DETAILS
Financial and Reputation					
48.	Ambush marketing				
49.	Public liability				
50.	Property and asset loss and damage				

Person Responsible (Print Name)	Management Area	Signature	Date	Time
Jeff Warnick	Production Manager			
Frank Martinuzzo	Emergency & Risk Consultant			
<i>The treatment measures recommended for each hazard will be in effect</i>				

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Hazard or Source	Risks	Risk Rating	Required Risk Treatment	Residual Risk Rating	Responsible to Monitor / Supervise	
Operational						
01	Patrons arriving at 2019 St Kilda Festival	➤ Anxiety Frustration	C3 Med	<ul style="list-style-type: none"> ➤ Marketing and publicity for 2019 St Kilda Festival events to include details of public transport, road closures, car parking, drop off and pick up points, tram services, bus services & taxi ranks ➤ Pre-event communication and signage for road traffic regarding closures and traffic management ➤ Traffic management plans will be in place for all known areas of concern ➤ Where possible street furniture, barricading and building works in the immediate vicinity of 2019 St Kilda Festival that may cause obstruction to crowds during access and egress should be removed from main pedestrian flows and contingency routes. ➤ Designated pedestrian access ways to and from 2019 St Kilda Festival should be kept clear of infrastructure such as vendors, marquees, attractions, buskers, easily movable objects and parked vehicles. ➤ Additional Transit Police to be requested for trams and trains ➤ Where possible speed limit on surrounding roads to be reduced to 40 kph for entire event ➤ Entertainment to conclude in time to allow patrons time to catch trams, trains etc ➤ Dedicated crowd marshals instructing patrons on best access and egress points to suit the event and crowd conditions <p>Treatments to be addressed in 2019 St Kilda Festival Emergency Management Response Plans</p>	D1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security ➤ Police

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02	Overcrowding	<ul style="list-style-type: none"> ➤ Injuries to public from crushing and panic, general discomfort 	C4 High	<ul style="list-style-type: none"> ➤ Pre event plans outlining capacity of venues & methods of crowd management for a maximum crowd of 300,000 ➤ Communication plans identify media requirements for 2019 St Kilda Festival and the need to control marketing. ➤ Areas designed to accommodate mass crowds ➤ CCTV in most areas monitored by Emergency Control Centre ➤ Measures in place to control capacity and to ensure crowd have ample space for viewing and dispersal ➤ Specific internal events to be able to be ceased if necessary to reduce crowd intensity ➤ Crowd monitored by Wardens, & Security ➤ Hourly total population numbers available ➤ Arrivals & departures monitored at all transport and parking hubs if practicable 	E3 Med	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security
03	Adjacent active carriageways	<ul style="list-style-type: none"> ➤ Vehicle accidents ➤ Bodily injury to patrons 	C3 Med	<ul style="list-style-type: none"> ➤ All St Kilda Festival public areas will be, as far as practicable, free from Motor Vehicles ➤ Vehicle movements within the site to be isolated from public as far as practicable and to be under supervision of Wardens and Security ➤ Traffic Management Plans including road closures will be in place for all known areas of concern ➤ Speed limit on surrounding roads reduced to 50 kph for entire event period ➤ Tow Away & No Standing zones implemented for all high risk areas to improve pedestrian visibility ➤ Road closures and traffic management will be supervised by qualified traffic marshals ➤ Wardens will monitor general public and queues located near active carriageways ➤ CCTV in most areas monitored by Event Control Centre 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Police ➤ Security
04	Contributory neighbouring events	<ul style="list-style-type: none"> ➤ Overcrowding of event and of accesses and egress ➤ Confusion of responsibility ➤ False reputation damage 	D3 Med	<ul style="list-style-type: none"> ➤ Established Communication Liaisons with local Venues ➤ Early communication with all Stakeholders & local Venues likely to effect the event in order to ascertain what events are on and when ➤ An understanding from all Stakeholders & Venues of the duty of timely disclosing of events in order they be assessed and managed accordingly ➤ Establish schedules to avoid clashing of entry times in facilities with multiple events ➤ Establish clear roles and responsibilities with stakeholders of conflicting events 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders
05	Impromptu events, Protests, Rallies, etc	<ul style="list-style-type: none"> ➤ Disruption of event 	E3 Med	<ul style="list-style-type: none"> ➤ Events assessed by management during programming for any possible controversial issues ➤ Communication with controlling Authorities to allow earliest available notice. ➤ Monitor potential issues. 	E1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security

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06	Drone use in air space above event	<ul style="list-style-type: none"> ➤ Potential injuries to public and staff from falling craft, ➤ Anxiety 	D3 Med	<ul style="list-style-type: none"> ➤ All users identified by the event staff and stakeholders will report instances of drones or unmanned aircraft being used or planned to management, ➤ CASA guidelines for use of unmanned aircraft will be followed in relation to use of craft in a public area. If the drone use has been planned prior to the event a risk assessment, insurances and activity plan will be required to permit the activity and use of the drone or unmanned craft, A permit will be also be required to be on this person and notification of its use will be made to the EOC whilst the activity commences and when it concludes stating the location, area wind speed, distance from public access/ area. ➤ A spotter is required to observe the flight and communicate any safety concerns to operator and public entering the area, ➤ Operators must follow the standard safety guidelines such as not flying closer than 30 metres to vehicles, boats, buildings that are not on your private property or you must have explicit written permission from the private property owner. ➤ The operator must not fly over any populated areas such as beaches, other people's backyards, heavily populated parks or sports ovals where there is a game occurring, not operate within a radius of 5.5km of any aerodrome, airfield, airport, seaplanes taking off or landing, helicopter landing sites which may be located at hospitals, police stations or other locations that you may not be aware of. ➤ All responsibility is placed on the operator to determine the legal use of the unmanned aircraft, ➤ No permits to operate at night will be granted, ➤ Remotely piloted aircraft must remain in line of sight of operator at all times of use, ➤ Aircraft cannot exceed the flight height of 400 feet or 123 metres at any time, ➤ All drones or unmanned flights must be permitted for the event to ensure that the CASA safety requirements are met and activity use in known by the St Kilda Festival management. 	D2 Med	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Area Wardens ➤ Wardens ➤ Security
07	Alcohol and drugs	<ul style="list-style-type: none"> ➤ Excessive consumption ➤ Drunken behaviour ➤ Riotous & disruptive behaviour ➤ Underage drinking ➤ Bodily injury and asset damage 	B3 High	<ul style="list-style-type: none"> ➤ All existing & additional licensed areas are to be adequately secured and fenced to eliminate under age access and overcrowding ➤ Alcohol sponsorship and promotions removed from the festival ➤ Retail Alcohol businesses in the vicinity of St Kilda Festival are to be approached in order to encourage the adoption of a code of responsibility for the sale of alcohol ➤ Designate adequate Security to recognise patrons arriving and within the crowds already intoxicated or drug affected ➤ Designate areas within each Precinct as recovery zones for patrons effected by drugs and alcohol ➤ Alcohol free signage to be posted 	C2 Medium	<ul style="list-style-type: none"> ➤ St Kilda Festival Management ➤ City of Port Phillip ➤ Licensees ➤ Security ➤ Area Wardens
08	Missing Person Lost Children	<ul style="list-style-type: none"> ➤ Trauma to those directly involved 	B2 Med	<ul style="list-style-type: none"> ➤ Lost children, missing person checkpoints established and clearly marked at each venue or area. ➤ Wardens and Staff trained in a procedure that involves Victoria Police for missing persons. ➤ All lost children are to be reported to Event Control Centre and communicated to all management areas ➤ Lost children missing person checklist used in all cases. 	C1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Area Wardens ➤ Wardens ➤ Police ➤ Security

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09	Accessibility to 2019 St Kilda Festival people with disabilities	<ul style="list-style-type: none"> ➢ Unable to see in low light ➢ Unable to hear or lip read ➢ Unable to read information and instructions ➢ Unable to read warnings ➢ Bodily injury ➢ Anxiety 	D2 Low	<ul style="list-style-type: none"> ➢ Review venue design to ensure it is accessible friendly according to Human Rights & Equal Opportunity ➢ Aim to make 2019 St Kilda Festival completely accessible and ensure staff are trained in assisting people with disabilities. ➢ All structures should be in contrast to the floors and walls to aid vision ➢ Written signage to support announcements and vice-versa ➢ Use large clear fonts for signage and information ➢ Control buttons at suitable heights and with Braille information, wherever possible ➢ Provide seating in strategic positions to allow patrons to rest if needed ➢ Consider access from street to 2019 St Kilda Festival and create accessible routes. ➢ Accessibility Parking is to be advertised and available adjacent to the venue where practicable. ➢ Accessibility toilets are to be available in each area ➢ Create pathways with accessibility in mind (1200mm) for wheel chairs and prams ➢ Minimum Door Width is 800 mm ➢ Ramp gradient 1 in 14 and built to AS 1428 	E1 Low	<ul style="list-style-type: none"> ➢ 2019 St Kilda Festival Management ➢ Stakeholders ➢ Contractors ➢ Area Wardens ➢ Wardens ➢ Police ➢ Security
10	Cash handling	<ul style="list-style-type: none"> ➢ Bodily injury and trauma to staff and public 	C3 Med	<ul style="list-style-type: none"> ➢ Security monitor crowds ➢ Wardens & Staff trained in response to threat ➢ Two or more staff at cash handling centre at all times. ➢ Security in plain clothes to escort staff with cash transfers ➢ Handling of cash done in a secure environment with adequate security. ➢ Cash storage area out of site from passing public. ➢ Cash banked regularly to avoid large amounts at premises. ➢ After hours cash procedure to be adhered to. ➢ All cash handling area doors facing public areas to have provision to be able to be bolted from within. 	D2 Low	<ul style="list-style-type: none"> ➢ 2019 St Kilda Festival Management ➢ Stakeholders ➢ Contractors ➢ Area Wardens ➢ Wardens ➢ Security
11	Criminal activity	<ul style="list-style-type: none"> ➢ Robbery ➢ Bodily injury ➢ Trauma 	C3 Med	<ul style="list-style-type: none"> ➢ Event demographic minimizes the potential attractions for such activity. ➢ Wardens and staff liaise constantly with patrons in areas and viewing areas to foster communication of issues quickly. ➢ Handling of cash to be done in a secure environment with adequate staff. ➢ Additional lighting in dark areas of event, parks, car parks and roads in immediate vicinity. ➢ Security on site to monitor status of crowd and troublemakers. ➢ Wardens and staff trained in raising alarm to police. ➢ CCTV in most areas monitored by Event Control Centre 	D1 Low	<ul style="list-style-type: none"> ➢ 2019 St Kilda Festival Management ➢ Stakeholders ➢ Contractors ➢ Area Wardens ➢ Wardens ➢ Police ➢ Security
12	Civil Disturbance	<ul style="list-style-type: none"> ➢ Injury to staff & Public 	D3 Med	<ul style="list-style-type: none"> ➢ Security trained in management of civil disturbance ➢ Event assessed for potential ➢ Police and security briefed on any known potential risk ➢ Emergency plans to become effective if required 	E1 Low	<ul style="list-style-type: none"> ➢ 2019 St Kilda Festival Management ➢ Stakeholders ➢ Contractors ➢ Area Wardens ➢ Wardens ➢ Security

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13	Biological agents, needles, blood and vomit	<ul style="list-style-type: none"> ➤ Needle Stick Injury ➤ Potential injuries and illness to public and staff 	C1 Low	<ul style="list-style-type: none"> ➤ Vigilant cleaning. ➤ Syringe waste disposal units available in toilets. ➤ Cleaners are trained to perform sharps disposal and in the use of bio waste kits. ➤ Bio waste kits available for use in high-risk areas. ➤ Cleaning liaison in Event Control Centre. 	D1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Cleansing Contractors ➤ Area Wardens ➤ Wardens ➤ Security
14	Toilet facilities	<ul style="list-style-type: none"> ➤ Anxiety ➤ Frustration ➤ Injury and Illness ➤ Negative publicity 	C1 Low	<ul style="list-style-type: none"> ➤ Adequate public and staff toilet units are to be in place in all venues to suit the scale of the event taking into account capacity of venue and duration of event. ➤ Disabled units are installed according to requirements in all areas. ➤ Prominent signage directing patrons to closest units. ➤ Toilet cleaning and maintenance crews on duty and targeting known problem areas in regard to broken glass. ➤ Security to monitor toilet use 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security
15	Broken glass, litter etc	<ul style="list-style-type: none"> ➤ Potential cuts and lacerations to hands and feet of patrons and staff 	C2 Med	<ul style="list-style-type: none"> ➤ No glass receptacles to be used during event at venues in outdoor areas. ➤ Additional rubbish bins for designated areas as required. ➤ Dedicated rubbish bins in specific venues for broken glass labelled to warn cleaning staff. ➤ Cleansing staff on duty all operational hours to minimise time glass or litter is left on ground. ➤ Licensed areas have pans and brushes to avoid handling broken glass 	D1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security
16	Waste	<ul style="list-style-type: none"> ➤ Sullage and general unwanted products in and around sites 	C2 Med	<ul style="list-style-type: none"> ➤ Pre event planning to reduce amount of waste generated by event and related promotions including sponsor promotional activity in event venues and externally. ➤ Adequate rubbish bins placed in all events areas. ➤ Adequate crews servicing bins and emptying on regular basis. ➤ Cleaning contractor has liaison in Event Control Centre ➤ Bulk bins in back of house areas to assist emptying bins rapidly. ➤ Crews picking up rubbish from open spaces drains and roads to prevent spreading. ➤ Sullage drums or disposal method available for catering and cleaning needs. ➤ Waste removal contractors arranged to dispose of waste at times to suit crowd movement. ➤ Products considered by management to be causing excessive waste and cleaning are to be withdrawn from sale or distribution. ➤ Recycling program in place in all areas of event where possible. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens

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17	Tunnels, Subways, Lanes and narrow passages	<ul style="list-style-type: none"> ➤ Crowd crush ➤ Bodily injury ➤ Deaths 		<ul style="list-style-type: none"> ➤ Identify areas likely to cause risk during site visits. ➤ Narrow passages should be closed if they are continuing to fill and are approaching the point where the crowd are no longer able to move freely if they desire or the exit area from the passage is becoming congested. ➤ Identify management points and dedicated staff to detour crowds from affected areas well prior to closure points. 		<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Area Warden ➤ Wardens ➤ Traffic Manager ➤ Marshals ➤ Security ➤
18	Vehicles parked within closed roads	<ul style="list-style-type: none"> ➤ Errant vehicles within crowds ➤ Vehicles accidents ➤ Body injuries 		<ul style="list-style-type: none"> ➤ For high risk areas at major events tow away zones are to be implemented, ➤ The Police would undertake a sweep of the vehicles and satisfy themselves that it does not pose a risk to the event. ➤ If the vehicle is in a position where it poses a risk to crowds and emergency egress the event will request Police to contact the owner and have it moved. ➤ If this is not achievable the vehicle will be towed out of the event site. ➤ If the vehicle poses no risk, event staff would secure an A5 paper sheet to the windscreen of the vehicle in front of the driver's seat with clear instructions not to move the vehicle but contact the ECC with the number for instructions and to seek assistance from 'the event security or an Area Warden personnel. ➤ Security and event staff will then monitor throughout the event period. ➤ If the ECC approves having taken crowd density into consideration the driver may be allowed to move the vehicle at walking pace out of the event site under direct supervision or security or emergency personnel (Area Warden) via the nearest least crowd pathway. 		<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Area Warden ➤ Wardens ➤ Contractors ➤ Police ➤ Security

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Production						
19	Fire, cooking, naked flame, hot surfaces	➤ Burn injury and loss	D4 Med	<ul style="list-style-type: none"> ➤ Stalls, food vendors, amplifiers, switchboards, dimmer racks, generators and power supplies required having A: B (E) dry chemical or CO2 extinguishers and fire blankets at all risk areas. ➤ One 4.5 kg A:B(E) dry chemical extinguisher per 200m2 of building marquee or stage ➤ No permanent venue fire equipment is to be relocated to suit temporary requirements. ➤ Fire extinguishers to be mounted securely not more than 1.2 metres from the ground and not less than 100mm above the ground with signage attached. ➤ Access routes for emergency vehicles to be made available through event areas free of infrastructure with 6 metres of clearance. ➤ Fire equipment such as smoke sensors isolated due to smoke and dust must be replaced with trained fire wardens monitoring the venue. ➤ BBQs to be guarded and out of public reach and fire contained so it can't blow onto public. ➤ All drapes, props and cloths to be fire rated and treated with retardant and labels attached indicating treatment and date. ➤ Performers and participants using naked flame to be dressed in cotton clothing. ➤ Naked flame to be placed in suitable holders and clear of flammable materials. ➤ All hot surfaces and naked flame to be out of reach of public. ➤ Wardens trained in guiding Emergency vehicles to the scene and evacuation of patrons from affected areas. 	E2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security
20	Staff, and contractors without necessary experience and training	➤ Failures and accidents due to incorrect decisions and actions	C3 Med	<ul style="list-style-type: none"> ➤ Induction process to be adhered to for all staff and contractors as per Training Schedule ➤ High risk construction work requiring SWMS to be carried out by holders of OHS Construction Induction qualification ➤ Staff and contractors hired according to skills being suitable for requirements. ➤ Relevant training for particular roles and responsibilities. ➤ Records of inductions, training and qualifications are kept. ➤ Regular retraining and updates according to maintenance schedule ➤ Staff and contractors supervised by management at all times. ➤ Staff provided with regular meal, rest breaks including hydration breaks and amenities. ➤ Staff working hours to ensure shifts are provided at regular intervals to combat fatigue related issues. ➤ Staff and Volunteer training schedules and programs including content to be developed and effective as per Training Schedule 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security
21	Bullying, harassment and discrimination	<ul style="list-style-type: none"> ➤ Anxiety ➤ Mental disorders 	C3 Med	<ul style="list-style-type: none"> ➤ St Kilda Festival and City of Port Phillip are committed to ensuring the organisation is free from all forms of discrimination, sexual harassment, bullying and victimisation at the event. ➤ All staff, volunteers and contractors are thoroughly briefed regarding acceptable and unacceptable behaviour ➤ St Kilda Festival has a robust and effective reporting system ensuring that all staff, volunteers and contractors feel completely empowered to report all issues immediately knowing it will be resolved discreetly in a timely fashion. ➤ Counselling will be provided as required for all victims. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Area Warden ➤ Wardens ➤ Contractors

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22	Noise	<ul style="list-style-type: none"> ➤ Noise induced hearing loss ➤ Unpleasant surroundings causing aggravation 	C2 Med	<ul style="list-style-type: none"> ➤ Stage Managers to prevent excessive and unpleasant noise levels including volume levels of sound checks. ➤ Sound levels should not exceed 72 dB (A) at nearby residences. ➤ EWIS alarm systems in buildings to be set at 10 decibels above audio level at all times. ➤ Staff to be provided with appropriate hearing protection if required (earplugs if exposed to amplified noise up to 94 dB (A) for more than 1 hour). ➤ All noise above 94 dB (A) hearing protection should be worn at all times. ➤ Ensure complaints from residents are able to be reported via an advertised system to the St Kilda Festival help desk and dealt with accordingly. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security

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23	Food sales and supplies to patrons	<ul style="list-style-type: none"> ➤ Food poisoning 	C4 High	<ul style="list-style-type: none"> ➤ Appropriately licensed food vendors operate in accordance with all food management regulations. ➤ Food vendors subject to City Council regulations and inspections. ➤ Food vendors required to attend safety briefing prior to commencing event ➤ Food vendors and distributors to take steps to maintain a high standard of food hygiene at all times. ➤ Appropriate hand washing facilities to be available. ➤ Food temperatures to be checked and recorded by vendors as required by legislation. ➤ Sullage storage/disposal units to be available and used in all areas as required. ➤ Any food vendors or handlers found to be operating in breach of applicable Australian Standards, Codes of Practice, Local and OH&S legislation will be closed until relevant authorities are satisfied. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Caterers ➤ Area Wardens ➤ Wardens ➤ Security
24	Fatigue when operating vehicles Or plant	<ul style="list-style-type: none"> ➤ Potential road accident due to fatigue ➤ Accidents due to worker fatigue 	B4 High	<ul style="list-style-type: none"> ➤ Ensure all agency staff operating plant or vehicles are rostered with breaks and for a maximum of twelve hour shifts ➤ Ensure suitable rest time is allocated between shifts for drivers ➤ Provide adequate sleeping arrangement where drivers can rest while not on shift away from the general public and other staff ➤ All drivers are to ensure that they have plenty of rest before starting their shift ➤ Staff are to be directed by Coordinators to take adequate break times to rest and will eat at correct intervals to prevent weakness or fatigue. ➤ All staff and volunteers should ensure that they have plenty of rest before starting their shift. ➤ Core staff provided appropriate accommodations to maximise rest in busy period ➤ Core staff to work hours in accordance with roster and implement fatigue mitigation strategies. 	D5 High	<ul style="list-style-type: none"> ➤ Management ➤ Stakeholders ➤ Plant operators ➤ Area Wardens ➤ Wardens
25	Performers engaged in high risk activities	<ul style="list-style-type: none"> ➤ Bodily injury to performers and public ➤ falls and prop failure 	D4 Med	<ul style="list-style-type: none"> ➤ Risk assessment of performances to be undertaken by performers and lodged with 2019 St Kilda Festival ➤ Performers to attend site specific safety briefing. ➤ All training and briefing attendees to sign off. ➤ Competent performers working with professional equipment. ➤ Props are professionally constructed and thoroughly tested prior to use ➤ Physical warm ups and practice sessions are to be adhered to and failure to do so results in performance reduction to suit. ➤ Only pre approved and adequately trained performers to participate ➤ Performers barricaded from public if required. ➤ Performance routines are never to change without due process including assessment ➤ Stage Managers, Area Wardens and Wardens supervising all performances. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Performers ➤ Area Wardens ➤ Wardens

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26	Performing or working while suspended or at height	<ul style="list-style-type: none"> ➤ Falls from height 	C3 Medium	<ul style="list-style-type: none"> ➤ A risk assessment of activity is to be undertaken. ➤ Place appropriate barricades below the performance to exclude public. ➤ Performers/workers must crosscheck their harness and personal equipment assemblies. ➤ Static line fall protection is to be used where required. ➤ Performers/workers are to connect safety systems prior to moving from safe zones and into fall risk areas. ➤ Performance/work teams are to comprise of only appropriately skilled and certified personnel. ➤ All climbing is to comply with AS/NZS 4488. ➤ All height work in fall zones is to comply with AS/NZS 1891. 	E3 Medium	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Riggers ➤ Performers ➤ Area Wardens ➤ Wardens
		<ul style="list-style-type: none"> ➤ Unable to communicate 	C1 Low	<ul style="list-style-type: none"> ➤ Teams to all have both radio or phone communication when out of direct unassisted voice capability. ➤ Observer to be stationed at the performance site with radio and phone communication at all times. 	D1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Riggers ➤ Performers
		<ul style="list-style-type: none"> ➤ Fatigue/illness 	C3 Med	<ul style="list-style-type: none"> ➤ Performance/work schedules are designed to eliminate fatigue. ➤ Trained First Aid officers will be on site. ➤ Each performer/worker will present their medical history and attend a full medical examination if required. 	E1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Riggers ➤ Performers
		<ul style="list-style-type: none"> ➤ Dropping of tools or accessories 	D4 Med	<ul style="list-style-type: none"> ➤ All tools etc must be tethered to the performers by lanyard. Items exceeding 8kg or 0.25m square must be independently supported. ➤ Place appropriate barricades and spotters below the performance or work to exclude public. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Riggers ➤ Performers

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27	Extreme Sports Exhibitions Acrobatic displays	➤ Bodily injury to participants or general public	C2 Med	<ul style="list-style-type: none"> ➤ Fencing & crowd control barriers as required to protect public ➤ Security during shows & when equipment is not in use ➤ Adequate lighting ➤ Operator to provide Safety Officer ➤ Operator to provide training & induction ➤ OH&S Risk Assessment by operator ➤ Spine safe advising operator if required ➤ Equipment certified by engineer as required ➤ Team members wear PPE ➤ First Aid and Paramedics on site if required ➤ General public to be excluded from sports site 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Performers ➤ Area Wardens ➤ Wardens ➤ Security
28	Plant and Equipment	➤ Injury to public and staff	D3 Med	<ul style="list-style-type: none"> ➤ Only appropriate licensed and competent operators used to operate plant and equipment. ➤ Copies of licenses kept at St Kilda Festival Production office ➤ Operators to have license on person while operating plant ➤ Barricades and warning signage erected around work areas. ➤ Public kept clear during plant use. ➤ Persons using equipment are trained in safe operation and wear appropriate protective clothing. ➤ No unnecessary access to the worksite. ➤ All persons within work site must wear fluoro vests and PPE as required. ➤ Wardens and Site Managers to supervise all bump in and bump out activity. ➤ No plant movement without spotter present during event operation times. ➤ Golf Buggy induction competency completed for all users on site 	E2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Plant Operators ➤ Area Wardens ➤ Wardens
29	Rigging, stages and overhead lighting	<ul style="list-style-type: none"> ➤ Falling equipment ➤ Falls from height ➤ Structural failure of equipment ➤ Incorrect assembly of equipment 	C2 Med	<ul style="list-style-type: none"> ➤ Place appropriate barricades, spotters and warning signage below the site to exclude public and unnecessary staff during build. ➤ Persons entering area below overhead work to wear hard hats. ➤ Install safety chains/cables on all overhead lighting and equipment. ➤ No equipment is to be flown out without safety chains in place. ➤ Tether tools and equipment when working overhead unless physically impossible. ➤ Use restraint protection when working within 2 metres of any potential fall greater than 2 metres. ➤ Inspect all equipment prior to assembly and use. ➤ Use equipment for its intended purpose only, unless otherwise authorized. ➤ Ensure adequate instruction prior to unfamiliar equipment or methods being put into operation. ➤ Use good rigging practice for general slinging. ➤ Ensure all point and truss load limits are obtained and adhered to during the build. ➤ Carefully read and employ any special rigging suggestions in the site instructions. ➤ Multiple lanyard movement is to be used when climbing. ➤ All climbing is to comply with AS/NZS 4488. ➤ All height work in fall zones is to comply with AS/NZS 1891. 	E2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Riggers ➤ Area Wardens ➤ Wardens

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30	Slip, Trip, Fall and Knock	➤ Bodily injury to public or participants	B3 High	<ul style="list-style-type: none"> ➤ Stakeholder site safety induction ➤ Area Wardens and Staff trained in recognition and prevention ➤ Serious trip and fall hazards identified and removed or treated to prevent injury ➤ Cables flown overhead where possible ➤ Rubber mats & cable traps over cables ➤ Barriers placed around protruding equipment ➤ Barriers across stage fronts during work phases ➤ Pits fenced during work phases ➤ Changes in height and edges highlighted ➤ Hand rails on stairs and treads ➤ Slippery surfaces treated or isolated ➤ Additional lighting in dark areas ➤ Spills and etc isolated, warning signage placed, then cleaned by crews as soon as reported ➤ Cables are placed away from access points and stairways ➤ Non-slip mats installed at public & vendor interface if required ➤ 'Slippery Floor' signs used in case of spills 	C1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Area Wardens ➤ Wardens
31	Live electrical wires or faulty equipment	➤ Electrocution hazard to staff, public and participants	D5 High	<ul style="list-style-type: none"> ➤ All electric's to be installed in accordance building regulations and with, AS/NZS/3000:2000 (Amended) Wiring Rules and the Code of Practice temporary installation on building and construction sites (OH&S Act). ➤ All electrical installations to be carried out by registered contractors and must be approved by an authorised electrical authority. ➤ Leads and appliances to be tested and tagged. ➤ Earth leakage protection (RCD) to be fitted and tested. ➤ Switchboards are to be identified with signage "Danger – High Voltage". ➤ Switchboards to be mounted off the ground and inaccessible to public. ➤ Temporary installations to run overhead where possible. ➤ Regular inspections by Wardens ➤ Emergency and alternative source lighting installed as required. 	E3 Medium	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Electricians ➤ Area Wardens ➤ Wardens
32	LPG cylinders, heaters and appliances	<ul style="list-style-type: none"> ➤ Injury to public and staff ➤ Explosion danger and burn potential 	D4 Med	<ul style="list-style-type: none"> ➤ Cylinders are to be mounted securely and used in a correct manner in accordance with AS 1596 & AS 4332. ➤ Keep clear of ignition sources such as power boards. ➤ 45kg Cylinder systems to be fitted by licensed person. ➤ Cylinders must be within test date. ➤ No more than 9kgs per each vendor inside a building (full or empty). ➤ Total for building must not exceed 500 litres inside or outside supplying building unless otherwise approved by authorities ➤ Camping gas stoves powered by canisters are not allowed to be used in any event areas. ➤ Food vendors required to fill out the Gas Safety Checklist. ➤ Inspections by Wardens. 	E3 Medium	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Plumbers ➤ Caterers ➤ Area Wardens ➤ Wardens

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33	Manual Handling	<ul style="list-style-type: none"> ➤ Bodily injury ➤ Muscular skeletal disorder 	C3 Med	<ul style="list-style-type: none"> ➤ Trolleys and mechanical lifting aids used wherever possible. ➤ Purpose built mobile racks for quantities of chairs and tables. ➤ Staff training to incorporate instructions regarding manual handling and correct procedures as per Staff Training Program. ➤ All tasks requiring specific methods to have printed instruction sheets on safe work practice. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens
34	Bumping equipment in and out	<ul style="list-style-type: none"> ➤ Bodily injuries to staff and public 	C3 Med	<ul style="list-style-type: none"> ➤ Pre event Production Staff briefing as per Training Schedule. ➤ High risk construction work to be carried out by holders of CI certificate ➤ Bump in movements to be scheduled and agreed on by all Stakeholders prior to the event. ➤ Bump in areas barricaded to isolate general public. ➤ Public largely where possible kept off site during bump in and out. ➤ Pedestrian management measures in place to ensure pedestrians & construction do not mix. ➤ Bump out does not commence until area is clear of patrons ➤ No major relocations when site is open to public. ➤ Staff instructed to exercise care in such circumstances. ➤ Ensure clear access to the site and use trolleys where possible. ➤ All persons inside during construction period to be wearing fluoro vests. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens
35	Hazardous Materials	<ul style="list-style-type: none"> ➤ Potential injuries to public and staff 	D3 Med	<ul style="list-style-type: none"> ➤ Hazardous materials not to be stored in large quantities at 2019 St Kilda Festival site. ➤ Each material to be accompanied by Safety Data Sheet (SDS). ➤ To be stored in the correct containers in the correct manner as per local legislation. ➤ All Hazardous Materials brought to 2019 St Kilda Festival to be logged with 2019 St Kilda Festival management. ➤ PPE to be used when handling materials as dictated by SDS. 	D1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens
36	Rock or popular band concerts,	<ul style="list-style-type: none"> ➤ Crushing ➤ Head and Bodily Injuries ➤ Dehydration ➤ Death 	C4 High	<ul style="list-style-type: none"> ➤ Crush barriers in front of stage as per recommended design ➤ Five security guards behind barrier & five more in immediate area depending on stage size and band popularity ➤ No trip hazards in front or behind barriers ➤ Provide vantage points for security above the crowd heights for clear viewing ➤ Padded railing on hard surfaces ➤ Proactive removal of infrastructure if necessary to prevent injury ➤ Attempt to prevent stage diving, body surfing or swimming, identify and remove repeat offenders from area Stage manager to report any overcrowding issues, dangerous crowd behaviour to ECC. ➤ Intervals between acts to allow crowds to relax & reduce ➤ Brief security and performers on actions to be taken in emergency situations ➤ No moshing safety announcements in advance and during shows 	D3 Medium	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security

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				<ul style="list-style-type: none"> ➤ Bottled water backstage to assist with dehydration ➤ Bulk water hose & plastic cups on hand at barrier for dehydration ➤ First Aid & Paramedic in immediate vicinity ➤ Stage Manager to take whatever action necessary to protect public including stopping the entertainment ➤ Careful selection of band stage acts, and scheduling. 		
37	Body of Water	<ul style="list-style-type: none"> ➤ Potential injuries to public and staff ➤ Drowning 	D4 Med	<ul style="list-style-type: none"> ➤ Events assessed as to the proximity of crowds to the water including during egress ➤ Where necessary waterways to have barriers in place to assist wardens to manage the threat. ➤ Pre event plans in place to effectively limit numbers of patrons at water's edge or on structures such as piers, pontoons and bridges bounded by water ➤ ECC operational throughout the event ➤ First Aid & Rescue teams are on hand during the event. Including SES boats. ➤ Emergency Egress points located at North and south sides of St Kilda Pier ➤ Warning signage 		<ul style="list-style-type: none"> ➤ St Kilda Festival Management ➤ City of Port Phillip ➤ SES ➤ Stakeholders ➤ Area Wardens
38	Amusement rides	<ul style="list-style-type: none"> ➤ Ride failure ➤ Bodily injury to crowd and participants 	C4 High	<ul style="list-style-type: none"> ➤ Amusement operators to provide Hazard and Risk Assessments for each application ➤ Rides to be operated by competent operators as defined in AS 3533 Parts 1,2 & 3 ➤ Rides to be inspected in service as defined in AS3533.3-2003 ➤ Assembly carried out as per manufacturers manual and inspections performed at assembly phase prior to operation. ➤ Inspections are documented in logbook, pre assembly check sheets and daily checklists (AS3533 clause 5.7.2) ➤ Daily pre opening safety checklists to be handed to 2019 St Kilda Festival prior to operation each day ➤ Rides to be certified by qualified engineer prior to operating on site ➤ All components made and maintained to manufacturers specifications ➤ Ride operations to be supervised by proprietor or agent at all times ➤ Rides to be inspected by WorkCover Authority 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Ride Operators ➤ WorkSafe ➤ Area Wardens ➤ Wardens
39	Inflatable usage	<ul style="list-style-type: none"> ➤ Becoming airborne in strong winds 	D4 Med	<ul style="list-style-type: none"> ➤ Inflatable manufactured and operated by trained and experienced staff ➤ Inflatable to be operated according to AS 3533 and all related sections ➤ Unit to be manufactured from fire retardant material as required by local legislation ➤ All anchor points to be used in accordance with design ➤ Ballast to be as recommended by engineers ➤ Each unit to be clearly labelled as to safe wind speed and to have printed emergency procedures with unit. ➤ Inflatable to be closed under threat of extreme conditions ➤ Operator to be aware of weather conditions and warnings 	D3 Medium	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Ride Operators ➤ WorkSafe ➤ Area Wardens ➤ Wardens

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40	Mosh Pit Popular Concerts	<ul style="list-style-type: none"> ➤ Crushing ➤ Head and Bodily Injuries ➤ Dehydration 	D5 High	<ul style="list-style-type: none"> ➤ Crush barrier in front of stage ➤ Security guards behind barrier in immediate area depending on stage size ➤ No trip hazards in front or behind ➤ Provide vantage points for security above the crowd heights for clear viewing ➤ CCTV to monitor crowd movement in front of stage area when high-energy bands are performing. ➤ Padded railing and hard surfaces ➤ Attempt to prevent stage diving, body surfing or swimming, identify repeat offenders ➤ Intervals between each stage act ➤ Careful selection of band line up to maintain a medium energy level of audience ➤ Brief Stage managers, security and performers on actions in the event of an emergency ➤ Safety announcements in advance and during shows to deter moshing and promote safety ➤ Bottled water backstage ➤ Hose on hand for dehydration ➤ Security to monitor crowd to identify any patrons having any difficulties in the immediate area. ➤ First Aid & Paramedic in immediate vicinity ➤ Stage Manager to take whatever action necessary to protect public including stopping the entertainment 	D2 Low	<ul style="list-style-type: none"> ➤ St Kilda Festival Management ➤ Stakeholder ➤ Performers ➤ Stage Manager ➤ Security ➤ Area Wardens
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41	Vehicles moving within event public access areas	➤ Injury to staff & public	C4 High	<ul style="list-style-type: none"> ➤ All vehicle movements to be pre-planned ➤ Pre-designated gate entry communicated to vehicle drivers ➤ Policy of no vehicle movements in 2019 St Kilda Festival areas during event times or when crowds are in area unless management approval is granted ➤ Delivery vehicles are only admitted pre and post gate opening and must be clear of precinct prior to opening. ➤ Queuing system to operate at entrances with holding system in local road closure points to reduce vehicles on main open roads ➤ All vehicles travelling in grounds are to travel at walking pace with hazard lights on. ➤ Vehicles to operate in accordance with site rules. ➤ Driver to have entry rules and contact number on dashboard ➤ Planned vehicle movements within the event to be isolated from public as far as practicable and to be under supervision of Wardens and Security ➤ Where possible movements to be isolated from public with system of barriers and gates ➤ Area Warden to be controlling vehicle movements & to be in radio contact with Event Control Centre ➤ Vehicles moving through public areas during event times to be under close guidance of adequate number of Wardens for size of vehicle in fluoro vests ➤ All drivers or operators of vehicles traveling through the site must keep door locked and ignition keys removed immediately when operators leave the operators seat. 	E2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Area Wardens ➤ Wardens
Structural						
42	Public climbing on infrastructure,	➤ Bodily injury	D3 Med	<ul style="list-style-type: none"> ➤ Venue audits to assess hazards during build. ➤ Venue designs to take hazards into account. ➤ Hazards introduced by venue design to be assessed accordingly. ➤ 2 metre high fencing installed where required around buildings and infrastructure ➤ Warning signage installed at risk areas ➤ Staff and Marshal training to highlight hazards and identification. ➤ Staff posted at high risk areas to deter activity and communicate breaches to Event Control Centre. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Victoria Police ➤ Area Wardens ➤ Wardens ➤ Security
43	Structures, fences, stacked materials, etc collapsing	<ul style="list-style-type: none"> ➤ Collapse of structures ➤ Crushing injury to public or participants 	D3 Med	<ul style="list-style-type: none"> ➤ Structures constructed by staff or contractors with relevant qualifications. ➤ Structures erected according to Safe Work Method Statements and building regulations. ➤ Use of materials with manufacturer's specifications. ➤ Fences with scrim attached to be adequately braced ➤ Building control group requirements for occupancy of temporary structures. ➤ Stacked materials held by suitable racking systems and devices to prevent collapse. ➤ Quantities of materials and fencing to be stacked flat to prevent collapse. ➤ Wardens and Venue Managers monitor all structures. ➤ All buildings and structures to have capacity posted at entry and adhered to. 	E2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security
44	Stages and platforms	<ul style="list-style-type: none"> ➤ Falls from height ➤ Bodily injury 	D4 Med	<ul style="list-style-type: none"> ➤ Safety barriers/hand rails fixed to all structures where required. ➤ Stages to have rope and bollards or similar installed during bump in and out. ➤ Stage boundaries highlighted to assist crew, performers and VIPs. ➤ Fall protection systems used on any high work over 2 metres unless trained performers and 	E2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors

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				<p>then only when trained and experienced.</p> <ul style="list-style-type: none"> ➤ Fall protection systems used to eliminate falls from less than 2 metres. ➤ General public not permitted on stages or other structures intended for performers. ➤ Security monitoring stages when not in use. ➤ Performers competent in specific tasks have a thorough knowledge of requirements. ➤ Stage Managers supervising all performances to ensure compliance. 		<ul style="list-style-type: none"> ➤ Area Wardens ➤ Wardens ➤ Security
45	Scaffold	<ul style="list-style-type: none"> ➤ Public access ➤ Bodily injury to performers, public 	C3 Med	<ul style="list-style-type: none"> ➤ If the potential fall distance is greater than 4m, scaffolding must be erected or dismantled only by a holder of a certificate of competency for that class of scaffolding, or a person trained under the direct supervision of such a certificated person. ➤ If the potential fall distance from a scaffold is less than 4m, it may be erected or dismantled only by a competent person who has been trained in respect of the type of scaffolding being used. ➤ Unauthorised changes to scaffold structures are illegal. ➤ Scaffold erected by qualified competent contractors in accordance with AS 1576.1,2 & 3. ➤ Scaffold structures to be secured and monitored against unwanted access. 	C2 Medium	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security
46	Trees and Limbs falling	<ul style="list-style-type: none"> ➤ Potential injuries to public and staff 	C3 Med	<ul style="list-style-type: none"> ➤ Council has trees inspected by competent persons on a regular basis ➤ Structures and events positioned keeping tree hazards in mind. ➤ Regular inspections by Wardens of trees in public areas. ➤ Suspect trees are isolated pending thorough inspection and treatment. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ City of Port Phillip ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security
47	Confined or hazardous spaces within buildings.	<ul style="list-style-type: none"> ➤ Bodily injury ➤ Trauma 	D4 Med	<ul style="list-style-type: none"> ➤ All applicable areas locked warning signage posted and access controlled by Area Manager. ➤ Conduct hazard and risk assessment of task prior to entry. ➤ PPE to be worn. ➤ Test for hazardous substances if applicable. ➤ Stand by person while inside area. ➤ Restrict amount of time in space. 	E2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Contractors ➤ Area Wardens ➤ Wardens ➤ Security

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Financial and Reputation						
48	Ambush marketing	<ul style="list-style-type: none"> ➤ Disruption to event 	C2 Med	<ul style="list-style-type: none"> ➤ Event areas are to be sole use of 2019 St Kilda Festival. ➤ Parking areas adjacent to events to be reserved to give 2019 St Kilda Festival control of space and allow local laws to book unauthorised vehicles. ➤ Ambush marketing posing safety risk to events to be removed to enforce exclusive areas. 	D2 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Area Wardens ➤ Wardens
49	Public liability	<ul style="list-style-type: none"> ➤ Payouts as a result of claims made against all concerned and involved 	E5 Med	<ul style="list-style-type: none"> ➤ All contractors and performers to have acceptable levels of effective public liability insurance in place as required by 2019 St Kilda Festival ➤ Insurance provider to be approved by Australian Prudential Regulation Authority (APRA) ➤ Legal counsel for Victorian Government, 2019 St Kilda Festival and City of Port Phillip should be advised about aspects of the event with a view to pre-determining liability for injuries, acts and omissions and liability for financial obligations incurred if it becomes necessary to respond to a major emergency involving the event. 	E1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders
50	Property and asset loss and damage	<ul style="list-style-type: none"> ➤ Damaged property ➤ Bodily injury ➤ Negative publicity ➤ Unnecessary expense 	C3 Med	<ul style="list-style-type: none"> ➤ Adequate numbers of Wardens at all areas of an event supported by asset security where required. ➤ Stakeholders to address security needs as required protecting assets. ➤ Response procedure involving Event Control Centre. ➤ Alcohol and drug free areas enforced. ➤ Temporary fencing or barricades around identified high risks to prevent access. ➤ Additional lighting as required in all areas. 	D1 Low	<ul style="list-style-type: none"> ➤ 2019 St Kilda Festival Management ➤ Stakeholders ➤ Area Wardens ➤ Wardens ➤ Security