

Risk Management Plan

For the duration of an activation, eligible applicants must agree to the following and notify Council of more risks:

| Hazard | Consequences | Control Measures |
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| Manual Handling: including lifting, lowering, pushing, pulling, carrying | Bodily injury or back pain suffered by staff, volunteers and contractors | <ul style="list-style-type: none"> • Trolleys may be used if required to transport equipment around site • Heavy items are delivered as close to their point of use as possible |
| Slips, Trips, Falls and Knocks: Caused by wet or slippery ground, hazards such as electrical leads or uneven ground and sharp objects | <ul style="list-style-type: none"> • Bodily injury or pain suffered by staff, volunteers, contractors and the public | <ul style="list-style-type: none"> • Pod hirer/ community group inspection to identify patches of uneven ground and path • Activities are undertaken during daylight hours • Pod hirer/ community group will be encouraged to ensure no objects left in walk ways. • Rubbish bins available within and surrounding the event site area • All leads to be taped/ secured to ground. |
| Insufficient access and facilities for people with accessibility needs | Potential risk of alienating or creating distressful situations for members of the public with accessibility needs | <ul style="list-style-type: none"> • ensure safe access for people with visual impairment or restricted mobility. |
| Insufficient access for emergency vehicles | Potential risk to emergency access, causing delay in emergency response. | <ul style="list-style-type: none"> • maintain access for emergency and delivery vehicles • Ensure all activities are conducted in the boundary of the activation pod and not impede public space. |
| Property and asset damage | Potential for Public Liability Claims | <ul style="list-style-type: none"> • Ensure provisions are provided to store goods & assets safely • Ensure that sufficient staffing numbers are onsite to monitor participants and public. • Ensure pod facilities are maintained. • comply to any written or verbal instructions from Council or relevant authorities. |

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| CovidSafe and public health | Potential risk of COVID-19 disease spreading | <ul style="list-style-type: none">• Check and act on latest Government advice as per guidelines: https://www.coronavirus.vic.gov.au/• Ensure sanitizer is available and equipment is sanitised before and after use.• Enforce mask wearing and social distancing where possible.• Advice participants to stay home if they are feeling unwell. |
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