**Risk Management Template for Event Road Closures**

| Activity | Hazard identified | Risk Matrix Rating | Elimination / Control Measures  (Describe in detail how risks will be eliminated, controlled or minimised) | Who  (Who will be responsible) | Residual Risk Level (re-rate with control measures) |
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| Plan prepared by: |  |
| Prepared in consultation with: |  |
| Communicated to: |  |
| **Reminder: Monitor the effectiveness of controls and change if necessary. Review the risk assessment if an incident or significant change occurs.** | |

Examples of the types of risks to be considered for events and road closures

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| * Crowd Management * Security arrangements * Slips, trips and fall hazards * Transport/traffic/road closures * Food Safety * Responsible Alcohol Management * Electrical installations * Contractors certificates of currency | * Animals * Electrical & Gas Safety * Amusement structures * Sharps & Syringes * Water hazards * Tree hazards * Temporary structures/stages * Vehicle movements | * Venue specific hazards * Contractors safety plans * Emergency evacuation plan * Communications * Fireworks * Aircraft landing areas (helicopters) * Sun protection/shade |

Please refer to the Safe Work Australia publication *Traffic Management Guide – Events* for further information.

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| Risk Matrix | |
| **Consequence** | |
| **Likelihood** | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | Insignificant | Minor | Moderate | Major | Catastrophic | | **Almost certain** | Moderate | High | High | Extreme | Extreme | | **Likely** | Moderate | Moderate | High | Extreme | Extreme | | **Possible** | Low | Moderate | High | High | Extreme | | **Unlikely** | Low | Low | Moderate | High | High | | **Rare** | Low | Low | Low | Moderate | High | |

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| Risk Matrix Rating Guide | | | |
| **Likelihood** | **Risk Rating Guide** | **Consequence** | **Risk Rating Guide** |
| Rare | *May occur only in exceptional circumstances / May occur at least once in a period of 5 years or more* | Insignificant | *No injury/ illness – no time lost, minor adjustment to operational routine.* |
| Unlikely | *Might occur sometime but not expected / Might occur at least once during a period of 5 years or more.* | Minor | *No lost time injury. First aid or medical treatment required.* |
| Possible | *Could occur, capable of happening, foreseeable / Could occur at least once in 12 months.* | Moderate | *Lost time injury involving temporary loss of function or a notifiable event.* |
| Likely | *Is expected to occur occasionally / Is expected to occur at least once per month* | Major | *Hospital admission required.* |
| Almost Certain | *Is expected to occur frequently, in most circumstances / Is expected to occur at least once per week.* | Catastrophic | *A loss of life - Permanent loss of function or disability* |

The above matrix and ratings are samples only.