

EVENT RISK MANAGEMENT PLAN

Likelihood Scale

Rating	LIKELIHOOD The potential for problems to occur in a year
5	ALMOST CERTAIN: will probably occur, could occur several times per year
4	LIKELY: high probability, likely to arise once per year
3	POSSIBLE: reasonable likelihood that it may arise over a five-year period
2	UNLIKELY: plausible, could occur over a five to ten year period
1	RARE: very unlikely but not impossible, unlikely over a ten year period

Table 2 – Severity Scale

Rating	POTENTIAL IMPACT In terms of the objectives of the club
5	CATASTROPHIC: most objectives may not be achieved, or several severely affected
4	MAJOR: most objectives threatened, or one severely affected
3	MODERATE: some objectives affected, considerable effort to rectify
2	MINOR: easily remedied, with some effort the objectives can be achieved
1	NEGLIGIBLE: very small impact, rectified by normal processes

POTENTIAL RISK	EXISTING CONTROLS	LIKELIHOOD	RISK RATING	RESPONSIBILITY	ACTION
Games are cancelled or rescheduled due to extreme wet weather or field condition.	<ul style="list-style-type: none"> Venue manager to check the field of play to ensure that the field of play is safe. Rectify any divots or holes, ensure the field is free of any debris and that the field is safe to commence the game. Match Official to check the field of play to ensure that the field of play is safe to commence and complete the game. 	5	2	Competition Staff Match Officials Venue Management	<ul style="list-style-type: none"> Venue manager is able to remedy minor concerns with the field. Games continues. Match Official deems the field is safe for play. If not, game is postponed. Where possible an alternative venue is identified for use and games are transferred. If an alternative venue is not available, other options implemented including rescheduling of games, competition restructure. Options to be communicated and discussed with teams involved.
Games are cancelled or rescheduled due to extreme hot weather.	<ul style="list-style-type: none"> Hot weather policy implemented where required. Clubs required to implement the requirements of the hot weather policy including guidelines relating to player management. Match Officials to implement drink breaks during the game, at least one per half. Water bottles to be placed around the field for access by the players. 	5	2	Competition Staff Match Officials Venue Management	<ul style="list-style-type: none"> FFSA Competition Staff to determine if hot weather policy is to be implemented. If the hot weather policy is implemented, where possible, the games are to be rescheduled in accordance with the policy. If the games are cancelled, options to be considered such as rescheduling games, competition restructure. Options to be communicated and discussed with teams involved.
Teams not turning up for scheduled games.	<ul style="list-style-type: none"> Final fixtures provided to all teams as soon as number of teams are confirmed. Fixtures to be circulated. Fox Sports Pulse is used to electronically display the competition including fixtures and tables. Competition rules implemented that stipulate Sanctions for teams not turning up. 	5	1	Clubs/players Competition Staff	<ul style="list-style-type: none"> Notification procedures implemented that outline procedure for teams not turning up and responsibilities. Forfeit sanctions applied to teams that do not turn up. Opposing team notified as soon as it is known that the team is not playing.
Match officials not turning up for games due to injury, illness or other reasons.	<ul style="list-style-type: none"> Dates and times of all matches provided to match officials. Match officials registered in myfootballclub to ensure their registration and participation. Use of Schedula, an online appointments system, match officials appointed to games in the system, match official must accept the appointment in the system. Fixtures available on the website. 	5	2	Match Officials Clubs Competition Staff	<ul style="list-style-type: none"> Registering of match officials from other associations to increase number of available match officials. Where possible, additional match officials appointed to events to permit rotation and a break. Provide notification procedure for match officials to notify of their unavailability. Sanctions applied to match officials that do not fulfill their requirements.

POTENTIAL RISK	EXISTING CONTROLS	LIKELIHOOD	RISK RATING	RESPONSIBILITY	ACTION
Injury to a player on the field of play (minor or where player can be removed from the field of play)	<ul style="list-style-type: none"> • Players should undertake a warm up in preparation for the game. • First Aid Kit on site. • Sports Trainer/First Aider on site. • Stretcher is available on site and positioned by the field of play. • First Aid room available. • All fields to have on ground access for ambulance. 	5	1	Club Sports Trainer/First Aid Match Official	<ul style="list-style-type: none"> • Match Official determines if treatment is required. • Sports Trainer/First Aider assess the injury and provide relevant treatment. • If required and possible the player is removed from field of play as directed by Sports Trainer/First Aider. • Sports Trainer/First Aider to provide assessment and treatment and refer where required. • Sports Trainer/First Aider to complete a report of the injury. • Injury must be noted on the match sheet by Team Manager.
Injury to a player on the field of play (major or where the player cannot be removed from the field of play)	<ul style="list-style-type: none"> • Players should undertake a warm up in preparation for the game. • First Aid Kit on site. • Sports Trainer/First Aider on site. • Stretcher is available on site and positioned by the field of play. • First Aid room available. • All fields to have on ground access for ambulance. 	5	1	Club Sports Trainer/First Aid Match Official	<ul style="list-style-type: none"> • Sports Trainer/First Aider assess the injury and provide relevant treatment. • Where the player cannot be removed from the field of play, ambulance to be called and reassurance provided to the player. • Match Official to determine if the game can recommence following the player being taken from the field of play by the ambulance. • If the game is abandoned, match official must complete an incident report form and provide to FFSA. • Sports Trainer/First Aider to complete a report of the injury. • Injury must be noted on the match sheet by Team Manager.
Flares discharged by spectators.	<ul style="list-style-type: none"> • Bag check undertaken at major events. • Terms of admission on entry gates. • Clubs notified of their responsibilities involving their spectators. • Venue management, security and police notified of any high risk matches. • Safety equipment for extinguishing flares. 	4	2	Club – Ground Stewards Security FFSA	<ul style="list-style-type: none"> • Where a flare is discharged, venue management/security to use the equipment provided to extinguish the flare. • Venue management/security to identify spectator/s – report provided to FFSA. • If spectator is identified, FFSA to action in accordance to terms of admission.

POTENTIAL RISK	EXISTING CONTROLS	LIKELIHOOD	RISK RATING	RESPONSIBILITY	ACTION
Spectators not acting in accordance with Spectator Code of Conduct – (Minor incident)	<ul style="list-style-type: none"> Spectators Code of Conduct displayed at all venues. Where required, fenced venues to be utilized for FFSA events. Ground Stewards are to be implemented in accordance with Competition requirements. Security personnel to be in place where the event is deemed a high risk. Where the event is deemed a high risk, local police area command contacted to notify of the game/event. Where the event is deemed a high risk, a bag search to be conducted by security staff. Alcohol to be served in plastic cups. Sports Trainer/s, first aid kit/s and stretcher on site at all FFSA major events. Ambulance to have direct access to the venue. Evacuation information placed at the venue. Spectator behavior announcements are made. 	5	1	Club – Ground Steward Security Competition Staff Venue Management	<ul style="list-style-type: none"> Ground Steward or security person to speak to the person concerned to modify behavior. Where the event does not require Ground Steward or security personnel, a club or FFSA official to approach the spectator. If the behavior is not modified, the spectator may be asked to leave the venue. If the spectator does not leave the venue, the police are to be called. A report to be completed relating to the incident by the club, FFSA personnel, security.
Spectators not acting in accordance with Spectator Code of Conduct – (Major incident)	<ul style="list-style-type: none"> All of the above controls implemented. 	3	3	Club – Ground Steward Security/Police Competition Staff Venue Management	<ul style="list-style-type: none"> Where there is a confrontation between spectators, which cannot be safely managed by Ground Stewards or security, the police are to be called immediately. All access points at the venue are to be opened to allow disbursement of spectators. A report to be completed relating to the incident.
Players or team officials do not act in accordance with Code of Conduct	<ul style="list-style-type: none"> Match Officials appointed to games. Code of conducts provided to all participants. Ground Stewards appointed. Designated technical areas. 	5	1	Match Official Club Competition Staff	<ul style="list-style-type: none"> Match officials expel players and team officials from the game. Match officials to submit reports to FFSA on behavior. FFSA to refer matters to the Disciplinary Committee to address. FFSA Disciplinary Committee powers to reprimand, suspend or exclude.

POTENTIAL RISK	EXISTING CONTROLS	LIKELIHOOD	RISK RATING	RESPONSIBILITY	ACTION
Equipment is damaged or stolen – goals, goal nets, corner flags, match balls	<ul style="list-style-type: none"> Venue management to check equipment prior to the event. Match official to check field of play. 	5	1	Venue Management	<ul style="list-style-type: none"> Venue management to check equipment and replace any damaged items. Spare equipment on hand to replace any equipment that may be damaged during the event.
Signage becomes dislodged, may present risk.	<ul style="list-style-type: none"> Signage secured to fence with cable ties. Signage checked by venue management. Damaged signage removed. Unsecured signage removed or safely secured, 	5	1	Venue Management	<ul style="list-style-type: none"> Venue management to check venue including signage. Lose signage to be securely fastened or removed. Replace damaged signage.