

Risk Assessment: Turner Centre Auditorium Stage Area

Hazard	Possible Incidents	Possible Harm	Likelihood / Impact	Risk	Controls	Responsibility
Counterweight System	Incorrect Loading	Damage to personnel / facility or both due to under / over weighted battens.	C3	H	Counterweight system will be loaded only by competent persons.	Venue Technician
					The system will be monitored to make sure no tampering can take place.	Venue Technician
	Incorrect Operation	Damage to facility or personnel through misuse. Harm ranges from minor to serious harm.	C3	H	The counterweight system will only be operated by competent and approved users. Trainee users will be supervised at all times by a competent and experienced user to minimise incorrect use. Risks involved with this particular system will be thoroughly outlined with all personnel on site at the commencement of time in the theatre.	Venue Technician
	Dropping Counterweight Bricks	Moderate to serious harm. <i>5-15kg counter weights</i>	D2	M	Loading is only carried out by a competent person.	Venue Technician
					Area below the fly floor will be clear of personnel.	Venue Technician
					Strong covered footwear is required at all times - steel toed boots are advisable.	Hirer
Forestage Lift "Pit Lift"	Pit lift becomes stuck	Moderate to serious harm	C3	H	The forestage is only used by competent, trained, venue approved personnel.	Venue Technician
					The Lift is controlled by a key panel – keys are limited to authorised personnel only. When not in use the control panel is stowed.	
					There is a clear yell of "PIT LIFT MOVING" before the system is lowered / raised.	
					There is a check prior to moving that all obstacles are removed from the pit lifts path, that there is no one underneath the hydraulic scissors and that there is at least half a meter clearance around the area.	
					The operator will always be on the lift when operating to be able to stop immediately when needed. No one may join the operator while the lift is in motion.	
					No audience is allowed in the theatre when lift is in motion.	
					No people under 18 years are allowed on stage when lift is in motion.	
Fire Curtain	Fire Curtain comes into contact with a	Moderate to serious harm	D3	M	Fire Curtain is controlled by a key panel. Key will never be removed.	Venue Technician
					Fire Curtain is only to be used when there is a real fire threat, for maintenance or training purposes. The curtain is not brought in without reason.	

	person / object				Only Venue approved and trained persons may operate.	
					Emergency stop buttons located either side of stage.	
					No items (aside from power leads) to be placed on the black line under the curtain.	
Backstage Corridor Doors	Door comes into contact with person during opening.	Minor injury	M2	M	Signage on the stage side of the door – warning about door opening.	General Manager
					Floor area on the corridor side is taped out with a warning message regarding not standing in the area.	General Manager
Roller door	Incorrect Operation	Moderate to serious harm	D3	M	The roller door is only used by competent, venue approved personnel .	Venue Technician
					Make sure door is clear of obstructions.	
					Always lift door high up.	
					Always watch trucks reversing into loading dock.	
Working at Height	Falling	Minor to moderate injury	C2	M	Those uncomfortable with working at height will not be forced to do so	Venue Technician
					All ladders used will be footed.	
					No untrained personnel will operate the Elevated Work Platform.	
					All personnel in the fly tower or loading galleries will be supervised.	
	Dropping Items	Moderate to serious harm.	D3	M	No unnecessary items are to be taken onto fly tower galleries, the catwalks or the grid.	Venue Technician
					Items that are taken up are to be secured to your person via lanyard or equivalent at all times.	
					No work to be undertaken underneath the personnel at height.	
Incorrect Rigging	Falling Objects	Significant damage to facility, personnel and equipment.	D3	M	NO RIGGING IS UNDERTAKEN WITHOUT THE VENUE TECHNICIAN	Hirer
					All rigging will be checked by competent persons and or the Venue Technician.	Venue Technician
					Safety chains or wires will be installed on hanging equipment at the industry minimum safety standard (8:1).	
					All Lighting bars will be checked before they are flown.	
					Venue Technician to reset the rig to standard before the next Venue Technician shift.	
Electrical Equipment	Electrocution	Moderate injury	D3	M	All Turner Centre equipment is Test & Tagged.	Venue Technician
					All hirers equipment brought on site needs to be Test & Tagged.	Hirer
					Noticeably damaged equipment not to be used.	Hirer

Noise	Failing to hear an instruction/warning	Unable to hear when someone requires help or there is a danger.	D3	M	No music will be played during rigging work.	Venue Technician
					No unrequired yelling or shouting.	
Trip hazards	Trips, Falls	Insignificant to minor injury	C1	L	All cables will be taped down or secured.	Venue Technician / Hirer
					No jumping off stage.	Hirer
					Floor traps need to be shut immediately – they can't be left open unattended.	Venue Technician / Hirer
					Adequate working light will be provided at all times. If it is required that the space go to black out the backstage blues must be on and those on stage must be made aware "GOING BLACK" must be called.	Venue Technician
Heavy lifting	Strains, Falls	Minor injury	C2	M	Stage decks and other heavy lifting only by fit and capable people	Venue Technician / Hirer
Fire	Fire	Burns, Death, Extreme Damage to property.	D4	H	In the event of a fire, ALL WORK STOPS and Evacuation Procedures commence. Venue Personnel or hirer will ensure all are evacuated as per procedures.	General Manager / Venue Technician / Hirer
Earthquake	Earthquake	Damage to building, Panic.	E5	M	In the event of an earthquake ALL WORK STOPS and Evacuation Procedures commence once shaking subsides. Venue Personnel or hirer will ensure all are evacuated as per procedures.	General Manager / Venue Technician / Hirer

RISK ASSESSMENT MATRIX			SEVERITY				
			1. Insignificant	2. Minor	3. Moderate	4. Major	5. Extreme
			First Aid	Medical Treatment	Serious Injury	Multiple Serious Injuries	Fatality
LIKELIHOOD	Almost Certain	A	M	H	C	C	C
	Likely	B	M	H	H	C	C
	Possible	C	L	M	H	H	C
	Unlikely	D	L	M	M	H	H
	Rare	E	L	L	L	M	M

RISK	
C = Critical	Action Immediately
H = High	Action ASAP
M = Moderate	Managed by Controls
L = Low	Managed by routine procedures