



[www.sculpturebermagui.org.au](http://www.sculpturebermagui.org.au)

## **RISK MANAGEMENT PLAN**

### **AIMS & OBJECTIVES**

SCULPTURE Bermagui is a public sculpture event held on a public foreshore reserve and headland and in the Bermagui Surf Lifesaving Club as determined by the Curation Team. The installation, exhibition and deinstallation of sculptural artworks expose workers and the general public to potential risks to their health and safety and also present potential for environmental impact. Sculptures remaining in situ overnight are also subject to security risks.

The aim of this plan is to identify the potential risks and provide strategies by which they can be minimised, if not eliminated.

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### **OUTDOOR SCULPTURES**

#### **PART 1: HEALTH & SAFETY**

##### **INSTALLATION & DEINSTALLATION**

###### ***Site Supervisor***

A suitably qualified person will be appointed to act in an advisory role to oversee the installation and deinstallation work programs. To be qualified this person will be able to demonstrate a high level of practical skills and experience in a relevant field and be familiar with OH&S best practice.

The supervisor will carry out duties including, but not limited to, as follows:

- Provide a briefing to workers prior to the commencement of work and outline the work program and methods, as well as an overview of OH&S issues.
- Inspect all tools and equipment to ensure they are in good working order.
- Assign workers to tasks and endeavour to ensure that workers are appropriately skilled to carry out the tasks which they have been assigned.
- Assess risks involved with work procedures and remain on hand to supervise any procedures considered to be of high risk, e.g. erection of heavy overhead structures.
- Ensure compliance with the OH&S guidelines in this Risk Management Plan.

###### ***Site Inspection***

The site is to be inspected under the direction of the site supervisor, before the commencement of work, for any hazards that present a risk to workers and the viewing public.

- All hazards are to be noted and addressed at the pre-work briefing.
- Hazardous objects and debris are to be removed.
- Unremovable hazards are to be flagged.

### **Tools & Machinery**

All tools and equipment used on site are:

- To be inspected by the supervisor to ensure they are in good working order.
- Only to be used by suitably experienced persons.

Any person operating machinery requiring a licence must have the applicable licence.

### **Protective Clothing & Equipment**

- Workers are to be advised to dress appropriately for sun protection, i.e. long pants, long sleeved shirts, wide brimmed hats.
- Workers are to be provided with and advised to wear protective gloves.
- Operators of cutting, grinding and drilling equipment are to wear safety glasses.
- Operators of machinery are to wear ear protection.
- Workers are to wear sturdy leather footwear, preferably with steel caps.
- Workers involved in the erection of overhead structures are to wear hard hats.

### **Adverse Weather Conditions**

#### *Strong Sun & High Temperatures*

- Workers are to be informed at the work briefing as to the risks of sunburn, sunstroke and heat exhaustion and how to mitigate the risks.
- In extreme high temperatures, work is to be halted until the temperature reaches an acceptable level.
- Drinking water is to be available on site.
- Sunscreen is to be available on site.

#### *High Winds*

- Work is not to be carried out under trees that present a risk of falling branches.
- Sculptures which, by their design, will be difficult to install in gusty wind conditions should only be installed when winds abate to a manageable strength.
- Any equipment and materials that may pose a risk of becoming flying debris are to be secured.

#### *Rain*

- Work may continue in light rain conditions but workers should wear wet weather gear and be mindful of increased risk.
- Work is to cease when rain conditions become moderate to heavy or when causing workers significant discomfort or when the work site becomes dangerously slippery.
- No power tools are to be used in any rainy conditions.

#### *Extreme Weather*

All work is to cease and the site to be evacuated if an extreme weather event occurs such as an electrical storm or hurricane.

### **Sculpture Siting**

Careful consideration needs to be given to the selection of sites for sculpture exhibits with regard to safety of workers and the viewing public. The following physical conditions for sculpture sites should be avoided if possible or have action taken to minimise the potential risk of injuries from trips and falls:

- Difficult access because of terrain or vegetation.
- Uneven surfaces.
- Slippery slopes.

- Cliffs within 10 metres where there are no fences or barricades.
- Any trip hazards or protruding objects in the surrounding area. If unremovable, they are to be flagged or barricaded off as appropriate.

### **Waste Materials**

All waste materials should be removed to a waste collection point as soon as practical and at the completion of each sculpture installation.

### **Lifting**

The installation of sculptures is likely to require the lifting of heavy objects. Extra care needs to be taken to avoid back injury or crush injury. To minimise risks, the following actions are to be taken:

- A demonstration of correct lifting technique to be given at the pre-work briefing.
- The need for teamwork and effective communication to be stressed at the pre-work briefing and implemented on the work site.
- All heavy lift operations are to be under the direction of the supervisor.
- All machine lift operations are only to be carried out by a suitably qualified operator.

### **Overhead Structures**

When erecting overhead structures, the following risk management strategies are to be implemented:

- Hard hats are to be worn.
- Clear directions to be given by the supervisor and the work team to engage in effective communication.
- Machine operations are only to be carried out by a suitably qualified operator.
- Tools and equipment not in use are not to be left on the structure from which they might fall.

### **Motor Vehicles**

- Apart from on the existing access road and in a designated parking area, only motor vehicles involved in the delivery, erection and removal of sculptures or structures and/or the delivery and removal of tools and equipment are to be allowed on the site.
- All motor vehicles involved in the aforementioned operations are to be registered, roadworthy and drivers are to hold a current applicable licence.
- Drivers of motor vehicles are to have current third party personal injury insurance.
- Drivers of motor vehicles, or their insurers, will be liable for accidental property damage.

## **EXHIBITION**

### **Sculpture**

Outdoor public sculpture needs to be resilient enough to withstand impacts from the weather and minor vandalism, as well as being adequately secured to prevent theft. Consequently, outdoor sculpture is typically made from hard materials, may be large and once installed, be relatively unmovable. This presents potential risks to the viewing public who may walk into, climb on or trip over sculptures resulting in fall, cut or crush injuries.

### **Design**

Exhibiting sculptors need to be mindful of these risks in the design process and, where possible, avoid the following:

- Sharp edges and protrusions.

- Unstable bases on top heavy designs.
- Glass that is not zone toughened.
- Materials that could become flying debris in high winds.

Sculptors are required to submit their designs to the Management Committee prior to exhibition for approval. Any sculpture design may be rejected if deemed by the committee to present an unacceptable risk to the viewing public.

Sculptures that present significant risk may be accepted subject to the sculptor agreeing to allow the implementation of any or all of the following risk management strategies:

- Sculpture to be roped off for the duration of the exhibition period.
- Trip hazards such as guy ropes to be flagged.
- Warning signs to be erected.

### **People Movement**

A concentration of large numbers of people transiting on foot within a limited area offers potential for congestion and risk of injury from tripping and collision. The risk is minimised on this site because of its large area which allows for anticipated crowd numbers to be widespread throughout the site. Implementation of the following strategies will further minimise risk:

### **Motor Vehicle Movement**

Vehicular access to the site will not be available during the time of the exhibition. Temporary fencing will be erected during the exhibition to prevent such general access. However, a designated 'Disabled Parking' area will be provided at the entrance.

### **Litter**

Litter can present hygiene, health and injury risks. To avoid or minimise such risks, waste is collected daily by volunteers and deposited in a suitable waste bin provided on site.

### **Staff Health & Safety**

#### *Fatigue*

Health and safety risks to staff from fatigue shall be managed by:

- Providing seating at the site management marquee.
- Rostering staff for at least a half hour break every four hours.
- Restricting shifts to a maximum of eight hours.

#### *Weather Exposure*

Health and safety risks to staff from weather exposure shall be managed by:

- Provision of shade and shelter in the form of a marquee.
- Advising staff to dress appropriately for the weather conditions, e.g. sun hats, light or warm clothing, raincoats.
- Provision of sunscreen.
- Provision of drinking water.

### **Medical Emergencies**

In the event of a medical emergency, the most immediate assistance can be summoned by telephoning the appropriate contact number listed at the end of this document.

SCULPTURE Bermagui staff and all site personnel have access to mobile phone communication with the nearest emergency services situated at the site management marquee.

## **PART 2: ENVIRONMENTAL IMPACT**

The Management Committee seeks to maintain a policy of 'leave no trace'. This may ultimately prove unachievable as an absolute concept in the short term because of the nature of the event whereby impacts will occur from the siting of sculptures and the movement of large numbers of people. However, the aim is to leave the site in its pre-existing condition to all but the most discerning eye and to facilitate the rapid recovery of any remaining traces of impacts.

### ***Sculpture Siting & Installation***

As of 2011, the headland exhibition site has been subject to cultural heritage protection legislation which prohibits earthworks. Sculptures to be exhibited on the headland, in the main, need to be of a freestanding design. Steel pegs will be acceptable for additional anchorage, if required. Compactable fill, such as crushed granite, will be available to level sites.

In the parking area on the Eastern end of the headland sculptures a hole for a single foundation post is acceptable, at a maximum of 250mm wide and 450mm deep.

Sculptures that require earthworks for installation will still be accepted even though they can only be sited in the foreshore reserve behind the beach (see the attached *Site Plan*). In accordance with Council conditions, and the Management Committee's environmental ethics, it will be the responsibility of exhibiting artists to restore the site to its original condition after deinstallation.

All pegs are to be removed on deinstallation and holes filled and compacted.

### ***Waste Materials & Litter***

Waste management has been addressed in Part 1 and the same strategies apply to mitigate environmental impact.

### ***People Movement***

Large numbers of people walking across the terrain can cause impacts such as soil compaction and wearing away of the grass cover to leave visible tracks. The potential for such impacts can be considered unavoidable given the nature of the event. However, the relatively short duration of the event should not lead to significant impacts of this nature and a quick natural recovery can be expected.

## **PART 3: SCULPTURE SECURITY**

Sculptures exhibited in public space present security risks through theft, accidental damage and vandalism. The following strategies are to be employed to manage and/or reduce these risks:

- All exhibitors are to sign an acceptance form which excludes the Management Committee from any liability for damage to or damage of sculptures or their theft.
- Periodic day and night time patrols of the Outdoor exhibits are to be carried out by volunteer staff who will be on site 24 hours.
- Ad hoc patrols of the Outdoor exhibits are carried out night and day by local Police constabulary and are called, if needed.

# INDOOR SCULPTURES

## PART 1: HEALTH & SAFETY

### INSTALLATION & DEINSTALLATION

#### **Site Supervisor**

A suitably qualified person will be appointed to act in an advisory role to oversee the installation and deinstallation work programs. To be qualified, this person is able to demonstrate a high level of practical skills and experience in a relevant field and be familiar with OH&S best practice.

The supervisor carries out duties including, but not limited to, the following:

- Provide a briefing to workers prior to the commencement of work and outline the work program and methods, as well as an overview of OH&S issues.
- Inspect all tools and equipment to ensure they are in good working order.
- Assign workers to tasks and endeavour to ensure that workers are appropriately skilled to carry out the tasks which they have been assigned.
- Assess risks involved with work procedures and remain on hand to supervise any procedures considered to be of high risk, eg. erection of heavy overhead structures.
- Ensure full compliance with this Risk Management Plan's OH&S guidelines.

#### **Site Inspection**

The site is to be inspected under the direction of the site supervisor, before the commencement of work, for any hazards that present a risk to workers and the viewing public.

- All hazards should be noted and addressed at the pre-work briefing.
- Hazardous objects and debris are to be removed.

#### **Tools & Machinery**

All tools and equipment used on site are:

- To be inspected by the supervisor to ensure they are in good working order.
- Only to be used by suitably experienced persons.

#### **Protective Clothing & Equipment**

- Workers are required to wear sturdy footwear, preferably with steel caps.
- Workers involved in the erection of overhead structures are to wear hard hats.

#### **Lifting**

The installation of sculptures may require the lifting of heavy objects. Extra care needs to be taken to avoid back injury or crush injury. To minimise risks, the following actions are to be taken:

- A demonstration of correct lifting technique to be given at the pre-work briefing.
- The need for teamwork and effective communication to be stressed at the pre-work briefing and implemented on the work site.
- All heavy lift operations are to be under the direction of the supervisor.

#### **Staff Health & Safety**

##### *Fatigue*

Health and safety risks to staff from fatigue shall be managed by:

- Providing seating at the Bermagui Surf Lifesaving Club.
- Rostering staff for at least a half hour break every four hours.
- Restricting shifts to a maximum of eight hours.

- Provision of drinking water.

### **Medical Emergencies**

In the event of a medical emergency, the most immediate assistance can be summoned by telephoning the appropriate contact number listed at the end of this document. SCULPTURE Bermagui staff will have access to mobile phone communication with the nearest emergency services.

Emergency contact numbers printed at the end of this document will be held at the Bermagui Surf Lifesaving Club Centre sales desk and distributed to all site personnel.

## **PART 2: SCULPTURE DISPLAY**

Works are to be installed in the exhibition space in the Bermagui Surf Lifesaving Club. Sculptors wishing to assist in installation of their own works need to make prior arrangements with the Curation Team.

Freestanding sculptures are to be mounted on plinths provided by the Management Committee, where possible. Larger or taller works are to be placed on the floor. A limited number of sculptures can be accepted to be hung on walls and/or from the ceiling, and those designated as acceptable for this fixing need to be delivered ready for display, with hooks, wire, etc., attached.

### **Design**

Exhibiting sculptors need to be advised to be mindful of these risks in the design process and, where possible, avoid the following:

- Sharp edges and protrusions.
- Unstable bases on top heavy designs.
- Glass that is not zone toughened.

Sculptors are required to submit their designs to the Management Committee prior to exhibition for approval. Any sculpture design may be rejected if deemed by the committee to present an unacceptable risk to the viewing public.

Sculptures that present significant risk may be accepted subject to the exhibitor agreeing to allow the implementation of any or all of the following risk management strategies:

- Sculpture to be roped off for the duration of the exhibition period.
- Trip hazards such electrical cords to be taped down.
- Warning signs to be erected.

## **PART 3: SCULPTURE SECURITY**

Sculptures exhibited in public spaces present security risks through theft, accidental damage and vandalism. The following strategies are to be employed to manage and/or reduce these risks:

- All exhibitors sign an acceptance form which excludes the Management Committee from any liability for damage to or theft of sculptures.
- The exhibition space in the Bermagui Surf Lifesaving Club is securely locked at all times outside exhibition hours.
- Volunteer staff are present in the Bermagui Surf Lifesaving Club at all times that the exhibition space is open to the public.

## CONTACTS

### SCULPTURE Bermagui:

**Exhibition Manager:** Paul Payten, 0466 013 153 or  
[president@sculpturebermagui.org.au](mailto:president@sculpturebermagui.org.au)

**Curation team:** Paul Balos, 0468 464 167 or  
[curator@sculpturebermagui.org.au](mailto:curator@sculpturebermagui.org.au)

**Volunteer Coordinator:** Cath Renwick on 0419 491 104 or  
[volunteer@sculpturebermagui.org.au](mailto:volunteer@sculpturebermagui.org.au)

## EMERGENCY RESPONDERS

### Nearest Doctor:

Bermagui Medical Centre, phone (02) 6493 4903, situated at 24 Bunga St, Bermagui -  
Mon to Fri 9.00-5.00 or 000 for ambulance

### Nearest Hospital:

South East Regional Hospital, Bega, 6491 9999, situated at 4 Virginia Dr, Bega.

**Ambulance:** 000 for emergencies, or 131 233

**Fire Brigade:** 000

**Police:** 000 or Bermagui Station, Wallaga Street, Bermagui, 6493 4244

OUTDOOR SELECTION SITE MAP

**SCULPTURE BERMAGUI – OUTDOOR SCULPTURE SITE MAP**

