

GULF HARBOUR RADIO SAILING CLUB - CLUB RISK MANAGEMENT TABLE

Potential Risk	Likelihood	Severity	Risk Rating	Treatment	Resources	Responsible Person	Time-frame
On Water							
Fire/explosion on Rescue Craft resulting in personal injury to crew.	E	E	4	Row boat used for normal club days. Motor only used for bigger events Fire Extinguisher available	Volunteers Boats Fire Extinguisher	Race Officer	When Used
Capsizing of rescue craft while retrieving yachts	C	D	3	Wear Lifejackets Enclosed water, self-rescue	Lifejackets	All users	When Used
Capsizing of rescue craft boarding on jetty	C	D	3	Ensure rescue craft is tied tight up against jetty, Step in middle of craft	Painter line Lifejackets	All users	When Used

Potential Risk	Likelihood	Severity	Risk	Treatment	Resources	Responsible Person	Time-frame
Pre & Post Sailing							
Ramp & Jetty Condition - becoming slippery - risk of personal injury..	B	C	3	Clean Ramp and Jetty	Volunteers	GHRYS Committee	As required
Personal injury to sailors and public or property damage arising from persons passing through rigging areas	C	C	2	Make everyone aware of parking rigging area and clear walkway	Notice of Race	Race Officer	Each Event
Erecting Gazebos and wheeling dingy on path	D	C	3	First task before crowds gather	Volunteers	Volunteers	Each Event

Potential Risk	Likelihood	Severity	Risk Rating	Treatment	Resources	Responsible Person	Time-frame
Environment							
Injury to sailors and non-sailors in The Lakes footpaths from yachts from boat stands.	C	C	2	Clearly designate boat stand areas on the side of footpath & enforce rule	Notice of Race	Race Officer	Each Event
Member, public and boat access points to the launch area. Club members carrying yachts to water.	B	D	3	Coaching of member in care of carrying yachts to and from water Events controlled walkway direction	GHRYS Members	Race Officer	Each Event

Blocking public pathway	A	E	3	Coaching of skippers to stand on the front of footpath and let public pass behind	GHRYC Members	Race Officer	Each Event
Result Board / Course Board erection and use	C	C	2	Care to be taken when carrying and erecting board & boards are to be clear of public walkways	Race day officials	Race Officer	Each event

Risk Identification	Likelihood	Severity	Risk Rating	Treatment	Resources	Responsible Person	Time-frame
Personnel							
Knocking over sailor or member of the public while walking up and down path.	B	D	3	Inform members to stand lake side of path and walk facing forward	GHRYC Members	Race Officer	Each Event
Change in Path Heights along walkways	A	C	2	Identifying and filling holes grassed areas near walkways	GHRYC Members	Club Committee	Each Event

Likelihood

The likelihood is related to the potential for a risk to occur over an annual evaluation cycle.

Table 1: Likelihood Scale

Rating	LIKELIHOOD The potential for problems to occur in a year
A	ALMOST CERTAIN: Will probably occur, could occur several times per year
B	LIKELY: High probability, likely to arise once per year
C	POSSIBLE: Reasonable likelihood that it may arise over a five-year period
D	UNLIKELY: Plausible, could occur over a five to ten year period
E	RARE: Very unlikely but not impossible, unlikely over a ten year period

Severity

The severity of a risk refers to the degree of loss or damage which may result from its' occurrence.

Table 2: Severity Scale

Rating	POTENTIAL IMPACT In terms of the objectives of the organisation
A	CATASTROPHIC: Most objectives may not be achieved, or several severely affected
B	MAJOR: Most objectives threatened, or one severely affected
C	MODERATE: Some objectives affected, considerable effort to rectify
D	MINOR: Easily remedied, with some effort the objectives can be achieved
E	NEGLIGIBLE: Very small impact, rectified by normal processes

Having assessed each risk in terms of its likelihood and severity we are in a position to prioritise the risks to assist in the decision making of what action is warranted to manage the risks (where possible).

Risk Priority

The risk priority scale determines the nature of the risk and the action required. They are indicators to assist in the decision making of what action is warranted for the risks.

Table 3: Risk Priority Scale

		IMPACT				
		A	B	C	D	E
L I K E L I H O O D	A	A	B	C	D	E
	B	Extreme (1)	Extreme (1)	Major (2)	Major (2)	Medium (3)
	C	Extreme (1)	Extreme (1)	Major (2)	Medium (3)	Minor (4)
	D	Extreme (1)	Major (2)	Major (2)	Medium (3)	Minor (4)
	E	Major (2)	Major (2)	Medium (3)	Minor (4)	Minor (4)
	Key:	Medium (3)	Medium (3)	Minor (4)	Minor (4)	Minor (4)

GULF HARBOUR RADIO YACHT CLUB RISK TREATMENT PLAN

RISK CATEGORY:	[On-water, Environment, Personnel]	Ref: [cross reference to Risk Audit & Action Plan]
RISK IDENTIFIED	[as per Risk Audit & Action Plan]	Risk Rating: [1 and 2 risk ratings must have risk treatment developed]
Responsible Group / Person:		
Pre-emptive Actions: [what steps will be taken to minimise the risk arising in the first place?]		
Proposed Response: [what steps will be taken if the risk does arise?]		
Resource Requirements: [what resources are required to treat the risk? ie human, financial etc]		
Time Frame (for pre-emptive actions to be completed by):		
Anticipated Risk Period (for which the proposed response is applicable):		
Compiled By:		Date:
Reviewed By:	Risk Manager of Club	Date: