

## WORKING IN THE OUTDOORS

### Overview

There is a range of areas to consider when working in the outdoors, especially in the sometimes-harsh Australian climate. This sheet will cover a series of different areas that may need to be considered if your project/event takes place in the outdoors.

### Weather Extremes

The weather in Victoria, and across Australia, is extremely variable. Companies must ensure that appropriate PPE is utilized by, or made available to, their staff – depending on the environmental/weather conditions that are likely to occur during the production period. This includes; sun protection (hats, sunglasses, sunscreen); wet weather protection; sturdy, closed footwear; gloves etc.

Staff should also have access to a continual supply of cool drinking water.

Weather conditions should be monitored in the lead up to the project/event, and the likely weather conditions for the period considered. Wet weather and extreme heat contingencies should be put in place, including measures such as early morning/early evening bump-in/bump-out/technical activities so that crew aren't working in extreme UV conditions where possible. You should have a weather delay and weather cancellation plan in place, and mechanisms for communicating these plans (both in pre-production and in the event they are activated) to both participants and to audiences.

You should ensure that contractors install equipment and structures with a view to possible weather conditions and that all Australian Standards are adhered to.

### Useful Links

[www.bom.gov.au](http://www.bom.gov.au)

[www.eldersweather.com.au](http://www.eldersweather.com.au)

**Sample Controls – Weather Extremes**

HAZARD	Weather Extremes: Heat, Wind, Rain, Storms				
INHERENT RISKS	Inconvenience, frustration, injury and/or death; damage to equipment & infrastructure				
INHERENT RISK RATING	4D	TOLERATION LEVEL	HIGH	ACCEPTABLE RISK?	NO
CONTROLS TO BE IMPLEMENTED TO REDUCE RISKS	<ul style="list-style-type: none"> <li>Weather forecast to be monitored in lead up to, and during, event</li> <li>Event Delay/Cancellation plan to be developed and implemented if required</li> <li>All infrastructure to be carefully secured and protected from weather</li> <li>Infrastructure to be moved into safety-mode (stage roof lowered, loose furnishings moved indoors) if extreme or catastrophic weather conditions are forecast</li> <li>Performance precincts to be cleared if extreme or catastrophic weather conditions occur, in line with the protocols listed in the Safety and Emergency Management Plan</li> <li>Staff to be provided with sunscreen, water and shade in heat</li> <li>Bump-in, Event and Bump-out activity to be able to be rescheduled or reduced in extreme weather conditions</li> </ul>				
RESIDUAL RISK RATING	3D	TOLERATION LEVEL	MEDIUM	ACCEPTABLE RISK?	YES
RESPONSIBILITY	<ul style="list-style-type: none"> <li>The Event Team</li> <li>Staff and Contractors</li> <li>Venue</li> </ul>				

Flora and Fauna

It is important to consider the flora and fauna of the area in which you are working, if applicable. Trees, bushes and other flora should be undisturbed by event/project activities and infrastructure, unless given the ok by the relevant parks officers for the area in which you are working.

Unless agreed to, fixtures should never be tied off to trees unless appropriate bark padding and protection is in place, and parks officers have agreed to the use of the tree in this manner.

Staff should be aware of local fauna including insects (mosquitos, biting flies, ants, spiders), reptiles (snakes) and other local inhabitants of the area. Staff should familiarize themselves with dangerous fauna that may be in the area, and the first aid treatments for bites/stings received. You should always have a first aid kit onsite and staff trained in first aid.

When working in treed areas, it is important to conduct a tree audit in the days prior to audiences coming to the site. This enables local parks staff to determine any branches which are at risk of dropping, or trees likely to fall, and for these to be removed or barricaded.

**Sample Controls – Trees, Branches Falling**

HAZARD	Trees and Branches falling				
INHERENT RISKS	Injury to staff and/or public; risk of damage to infrastructure				
INHERENT RISK RATING	3D	TOLERATION LEVEL	MEDIUM	ACCEPTABLE RISK?	NO
CONTROLS TO BE IMPLEMENTED TO REDUCE RISKS	<ul style="list-style-type: none"> <li>• Pre-event Tree Audit completed and dead/dangerous trees/branches removed or barricaded from the public</li> <li>• Event activities located away from treed areas where possible</li> <li>• Ensure no structures are tied off to trees or trees used as ballast</li> <li>• Ensure sufficient equipment onsite to barricade trees off from public should a tree threaten to drop branches after event has commenced</li> </ul>				
RESIDUAL RISK RATING	2D	TOLERATION LEVEL	LOW	ACCEPTABLE RISK?	YES
RESPONSIBILITY	<ul style="list-style-type: none"> <li>• The Event Team</li> <li>• Staff and Contractors</li> <li>• Parks/Site representatives</li> </ul>				

**Sample Controls – Flora and Fauna**

HAZARD	Flora and Fauna				
INHERENT RISKS	Potential for injury/illness due to exposure to wilderness conditions; increased risk of injury from insects/reptiles/animals				
INHERENT RISK RATING	3D	TOLERATION LEVEL	MEDIUM	ACCEPTABLE RISK?	NO
CONTROLS TO BE IMPLEMENTED TO REDUCE RISKS	<ul style="list-style-type: none"> <li>• Post signage advising of the presence of snakes</li> <li>• Ensure that First Aid Kits (pre- and post-production) and First Aid Providers (during event) possess supplies for treating insect, animal and/or snake bites</li> <li>• Ensure that First Aiders are onsite amongst event staff, during pre- and post-production periods</li> <li>• Ensure that all staff and volunteers are inducted as to how to treat relevant wildlife (particularly snakes and spiders) and how to react to and treat a venomous or potentially venomous bite- disseminate handout fact sheets for spider, snake and tick bites</li> <li>• Advise staff to wear appropriate clothing – sturdy closed-toe shoes, long pants and shirt sleeves</li> <li>• Advise staff to report to first aid if they display any symptoms of an insect (tick) or snake bite reaction</li> </ul>				
RESIDUAL RISK RATING	2D	TOLERATION LEVEL	LOW	ACCEPTABLE RISK?	YES
RESPONSIBILITY	<ul style="list-style-type: none"> <li>• The Event Team</li> <li>• Staff and Contractors</li> <li>• Parks/Site representatives</li> </ul>				

Bodies of Water

You may, in some sites, be located adjacent to a body of water: rivers, lakes, dams, the ocean. You must put in place measures to prevent patrons from accessing bodies of water, as these pose a risk, particularly during night-time events when visibility is low and when alcohol is involved, which can diminish patrons’ common sense.

**Sample Controls – Waterways and Bodies of Water**

HAZARD	Waterways and Bodies of Water				
INHERENT RISKS	Injury to staff and/or public; risk of damage to infrastructure				
INHERENT RISK RATING	4D	TOLERATION LEVEL	HIGH	ACCEPTABLE RISK?	NO
CONTROLS TO BE IMPLEMENTED TO REDUCE RISKS	<ul style="list-style-type: none"> <li>Pre-event analysis of site completed to determine areas most prone to flooding</li> <li>Staff to monitor warnings and advisories from the local council/shire and local roads/traffic authority in regards to road closures due to flooding</li> <li>Staff to monitor weather conditions so as to determine if likely flood conditions will occur</li> <li>Response protocol for bodies of water and flooding to be incorporated into the Safety Management planning for the event</li> <li>Body of water to be barricaded fro the general public</li> <li>Warning Signage to be erected around the body of water</li> </ul>				
RESIDUAL RISK RATING	3D	TOLERATION LEVEL	MEDIUM	ACCEPTABLE RISK?	YES
RESPONSIBILITY	<ul style="list-style-type: none"> <li>The Event Team</li> <li>Staff and Contractors</li> <li>Venue</li> </ul>				

Amenities

You will need to ensure that your site has access to the appropriate amenities and infrastructure required for its use as a place of public assembly.

These include, but are not limited to:

- Site Lighting (for all areas including entry gates and car-park areas)
- Toilets, including accessible and change facilities
- Waste Removal Facilities (appropriate numbers of bins – general waste and recycling)
- Power

### Safety Management

If your company is going into a non-standard or non-traditional venue, it is likely that there will not be a Safety Management or Emergency Evacuation plan in place. Even if there is a plan, the management procedures may not be appropriate to your usage of the venue as a performance space rather than it's usual usage.

In this circumstance, you will need to prepare a Safety and Emergency Management Plan (SEMP). Ideally, you should approach a safety management consultant to assist you in preparing this plan as it is quite detailed and complex.

*This document is current as at June 2019 and provides a summary of information from planning experts, along with relevant government and statutory bodies.*

*For further information and to ensure you are working to the most relevant and recent legislation and/or guidelines, visit:*

- [City of Maribyrnong](#)
- [Worksafe](#)
- [Victorian Department of Health](#)