

## Risk assessment

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Risk is inherent in everything we do, whether it be riding a bicycle or managing a film shoot, taking decisions about the future or deciding not to take any action at all, we manage risk continuously sometimes consciously and sometimes without realising it.

The need to manage risk systematically applies to all organisations and individuals; the alternative to risk management is risky management or making reckless decisions. Risk management involves establishing an appropriate infrastructure and culture and applying a logical and systematic method of establishing the context, identifying, analysing, evaluating, treating, monitoring and communicating risks in a way that will enable organisations to minimise losses and maximise gains.

Managing risk means identifying and taking opportunities to improve performance as well as taking action to avoid or reduce the chances of something going wrong.

The assessment process is based on the Australian Risk Management Standard – AS/NZ 4360:2004. The identified risks are assessed and classified according to the qualitative scales for Likelihood and Consequences in the Classification of Risks table, and rated as per the Risk Rating table, both shown overleaf. Using these tables, the risk assessment can be created either from the template provided, or an equivalent template prepared by a suitably qualified safety officer. When the overall rating is determined, the Risk Assessment which is prepared must detail the risk management treatments required to manage risks rated “Moderate” or above.

Examples of hazards related to Film & Photography may include but are not limited to:

- Slip & trip hazards
- Failure of prop structures
- Inclement weather- interruption due to adverse weather, wind, flooding, etc
- Outdoor exposure
- Obstruction to roadways
- Working in public space/public safety (tripping over equipment)
- Environmental damage: ponds, turf, trees, etc

CLASSIFICATION OF RISKS			
LIKELIHOOD		CONSEQUENCE	
Rare	May only occur in exceptional circumstances. No recorded incidents or any anecdotal evidence of occurrence; No recent incidents in other recent film shoots elsewhere and/or Virtually no opportunity, reason or means to occur at the shoot.	Insignificant	Measurable financial effect, less than \$1,000 over the period of the shoot; and/or Negligible effect on operations for the shoot. No local public image influence. No influence on staff.
Unlikely	Could occur at some time but not expected. One or two recorded incidents at past or like film shoots; and/or Unsubstantiated anecdotal evidence of occurrence; and/or Some opportunity, reason or means to occur at the shoot.	Minor	There will be a measurable cost between \$1,000 and \$50,000; and/or A complaint or interruption; and/or One or two injuries or medical reports; and/or Reported minor local public image influence; and/or Reported but insignificant influence on morale/productivity during shoot.
Possible	Might occur at some time. Few, infrequent random recorded incidents at past or like film shoots; and/or Some anecdotal evidence of occurrence; and/or Known opportunity, reason or means to occur at the shoot.	Moderate	There will be a measurable cost, between \$50,000 and \$150,000; and/or Some complaints or interruptions; and/or Small number of injuries or medical reports. Possible public relations and public image damage. Minor influence on staff morale/productivity during shoot.
Likely	Will probably occur in most circumstances. Incidents have been recorded or a trend has been established; and/or Strong anecdotal evidence from a variety of sources from past shoots and/or Considerable opportunity, reason or means to occur at the shoot.	Major	Could noticeably impact on the film; cost between \$150,000 and \$500,000, and/or Wide-spread media attention arising from this and/or Severe injuries, and/or Long delays or interruptions to the program of the shoot, and/or Serious public relations damage, requiring considerable effort to rectify during and after the shoot, and/or Litigation after the shoot, and/or Noticeable influence on staff morale/ productivity during shoot
Almost certain	Level of reported incidents indicates an endemic situation or a sustained campaign against the film shoot; and/or A strong likelihood of future occurrence, because of identified circumstances; and/or Great opportunity, reason or means to occur at the shoot.	Extreme	Very serious disruption to the shoot, possible cancellation. At least one death and widespread injuries and property damage; and/or Public, commercial and international image of film very seriously affected, requiring very concentrated effort and cost to rectify afterwards; and/or Class action and individual ambit litigation claims; and/or Major influence on staff morale/productivity and ability to perform their duties.

**RISK RATING**

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Extreme
Almost Certain	Medium	High	High	Very High	Very High
Likely	Low	Medium	High	High	Very High
Possible	Low	Medium	Medium	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Medium	High

**RISK MANAGEMENT ACTION REQUIRED**

When the overall rating is determined, the Risk Assessment which is prepared must detail the risk management treatments required to manage risks rated “Moderate” or above.

E	Extreme risk	Immediate action required, senior management required with detailed plan and Senior management responsibility noted.
H	High risk	Action plan required, specific senior management attention and specific responsibility.
M	Moderate risk	Specific procedures and monitoring required, specify management responsibility.
L	Low risk	Manage by routine procedures

DESCRIPTION OF HAZARD OR HAZARDOUS SITUATION	RISKS (CONSIDER THE MOST CREDIBLE OUTCOME)	ASSESSMENT OF LIKELIHOOD	ASSESSMENT OF CONSEQUENCES	RISK LEVEL (RAW)	RISK CONTROL MEASURES - CONTROLS ARE TO BE APPLIED TO REDUCE THE RAW RISK TO A LEVEL THAT IS ACCEPTABLE ON THE PRODUCTION	RISK LEVEL (RESIDUAL)
<p><b>EG. SLIP &amp; TRIP HAZARDS</b></p>	<ul style="list-style-type: none"> <li>• Person slips or trips on cabling, at steps or other equipment at ground level.</li> <li>• Person trips on loose building materials, waste packaging or tools</li> </ul>	Possible	Minor	Moderate Risk	<p>All teams and workers to implement strict control over ALL cabling, materials, props and equipment at ground level - across all departments.</p> <ul style="list-style-type: none"> <li>• Restrict cabling at ground level in all travel corridors and across doorways. - use cable tray or rubber matting during build.</li> <li>• Inspect all travel areas each day and remove any equipment or other hazards at ground level that pose a risk.</li> <li>• Keep building materials away from high traffic work areas.</li> <li>• Housekeeping and general tidy up of work areas to be conducted prior to Talent use.</li> </ul>	Moderate Risk

FILM &  
PHOTOGRAPHY

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