

FOCUS AREA - FACILITIES-BUILDINGS							
Identified Risks	Likelihood Rating	Consequence Rating	Risk Rating	Priority Rating	Action Plan Action - Task	Assigned to	Completed by
No Hygiene Policies in place	4	2	1 to 3	Low	• SCRA has an Equipment Policy which includes cleanliness of equipment	Member Groups	2012 - May
					• SCRA has a Professional Cleaner under Contract - reviewed annually	Board	2012 - Jan
					• SCRA has contractor who removes soiled nappies/sanitary disposal twice per week	Board	2012
					• Council removes large waste bins weekly	Board	1999
					• Liquid soap machines available in toilets and SCRA Kitchen	Board	2012
					• "Hand Washing" signs installed in toilets indicating importance of washing hands	Board	2010
No Timber Floor Maintenance in place - most athletes in bare feet at Centre	4	2	4 to 5	Low - Med	• SCRA has annual contract with Floor Surfacing Co - surfaced & polished	Board	2006
No Air Conditioning Servicing in place - air based contamination threat	3	3	4 to 5	Low - Mod	• SCRA has annual contract with Air Conditioning Co for servicing and repairs	Board	2009
No Drinking Water servicing in place	3	2	1 to 3	Low	• SCRA has contract to service Drinking Water Fountains every six months	Board	2010
No Fire Prevention measures in place	1	3	4 to 5	Low - Med	• Fire Extinguishers in halls, foyer and passage - serviced 6 monthly	Board	2005

No Garden Maintenance in place	3	2	1 to 3	Low	• SCRA has a volunteer Gardener	Board	2009
No maintenance of Electrical equipment in place	3	2	4 to 5	Low - Med	• SCRA has an Electrical Safety Register. Member Groups maintain a list of electrical items-repairs	Board	2008

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No Pest Control strategy in place - termite, bees etc control	3	2	4 to 5	Med	• SCRA has contract with Pest Control company company to inspect termite traps every 6 months and an inspection of the whole building is completed annually	Board	2005
No Security measures in place	3	2	6 to 9	Med	• Main door locked when no Admin Officer on duty at foyer desk	Board	2005
	1	2	4 to 5	Low-Med	• Security keys only issued to Responsible Persons - coaches etc	Board	2005
	2	2	4 to 5	Low-Med	• Night lights installed in car parks	Board	1999
	2	2	4 to 5	Low-Med	• Vegetation around Centre cut to maximum height of 4 metres to prevent "hiding places" for unwanted	Board	2009
	3	2	6 to 9	Med	• Access "Bell" or " Chime" installed for each Member Group to allow access to their members only when door locked	Member Groups	2010
Emergency lighting to facilitate the evacuation process	3	2	6 to 9	Med	• Ensure that approved emergency lighting is installed • Ensure that emergency lighting is checked on a regular basis to ensure that it is working properly	Board	2015

Exposure to hazardous substances	3	2	6 to 9	Med	<ul style="list-style-type: none"> <li>•Substitute safer materials for hazardous substances (eg. replacing harsh cleaning chemicals with milder ones)</li> <li>•Ensure Material Safety Data Sheets (MSDSs) are readily accessible when needed</li> <li>•Ensure cleaners cupboard is kept locked at all times for the safe storage of any hazardous substances as outlined in the MSDS for the substance</li> <li>•A Hazardous Substance Register should be kept up to date by the Centre if applicable</li> </ul> <p>Relevant and necessary PPE (Protective Equipment) should be provided and used in accordance with MSDSs (Material Safety Data Sheets)</p>	Member Groups	2015
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