



RISK ASSESSMENT

To be attached to the C5

Activity Description:	Brownsea Paddling			
Location:	Brownsea Water Activities Centre			
Activity Leaders name:		Safety Officer's name:	Chris Noonan	
Formation:	Brownsea Water Activities Centre			
Start date and time:	08:00	Finish date and time:	15:00	
Number of youth (approximately):	Max 50	Number of Leaders and Adults (approximately):	Depending on the craft either 6 to 1 or 4 to 1 under 11 ratio to adult ratio.	
Minimum Supervision and Qualifications				
Are there sufficient leaders with minimum qualifications supervising the activity? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Sufficient leaders with current First Aid including CPR Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Minimum Equipment/ Facilities for activity	YES	NO	N/A	Comments / Further information
First Aid Kit Suitable for activity Available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	First aid kit(s) from: LIC First Aid Kit
Sun Safe equipment: hats, sunscreen,etc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Refer to "What to bring to Brownsea", email and SMS reminders. Safety Briefing checks and checks throughout journey
Drinking Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water bottles and refill points at Nudgee Beach or Curlew Park depending on journey
Suitable personal clothing and protective equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Unit Leaders to make sure PFD's supplied are Type 50 Australian Standard AS4758, worn on or near the water and fitted
Communication equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mobile Phone or Marine Radio
Accommodation and shelter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brownsea Water Activities Center, picnic shelters at Nudgee Beach
Navigation equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nil – New staff are trained on the journey before running it on their own
Equipment complies with relevant standards and in good condition.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Equipment that is unsafe is tagged out as per Brownsea operating procedures and a ticket raised in the Computer Maintenance Management System MaintainX
Site access, permissions, fees organised	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



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Governing Bodies /Associations /Legislation	YES	NO	N/A	Comments / Further information
Do guidelines from a governing body exist for this activity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	QBSI, QLD transport, Colregs
Have they been referred to and followed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Scout-specific polices and rules	YES	NO	N/A	Comments / Further information
What sections of P&R, QBSI, QB Adventurous Activities P&P apply?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	QBSI: 2.15, 10.1 11.17, 11.18, P&R R12.16

Calculating the inherent risk level for your activity

The Risk Analysis Matrix below can be used as a guide to assist with quantifying the risk level. **To use the matrix**, map the likelihood and consequence of an incident occurring with your activity to arrive at the risk level. Keep in mind that when assessing risk value judgements need to be made; and when making value judgements sometimes the risk level is not clear cut. If undecided on a risk level for an activity, a conservative approach would be to settle on the higher risk level being considered. Assessing the risk level is important. However, regardless of the assessed level of risk, we always have an obligation to do what is reasonably practicable to eliminate the risk, or if that is not possible, to minimise the risk to an acceptable level.

		RISK ANALYSIS MATRIX				
		Consequences				
		Insignificant Loss of life: Nil. Injury/Illness: No medical attention required.	Low Loss of life: Nil. Injury/Illness: Medical attention required.	Medium Loss of life: Nil. Injury/Illness: Minor medical or hospitalisation required with no long term effects.	Major Loss of life: A fatality. Injury/Illness: Serious hospitalisation has occurred. Some ongoing treatment required.	Severe Loss of life: Fatalities have occurred. Injury/Illness: Significant injury/illness has occurred requiring hospitalisation and ongoing treatment.
Likelihood	Almost Certain Expected to occur in most circumstances.	M-10	H-20	H-30	E-40	E-50
	Likely Will probably occur in most circumstances.	M-8	M-16	H-24	E-32	E-40
	Possible Might occur at some time.	L-6	M-12	M-18	H-24	E-30
	Unlikely Could occur at some time but it is improbable.	L-4	L-8	M-12	M-16	H-20
	Rare May occur only in exceptional circumstances.	L-2	L-4	L-6	M-8	M-10

Each risk level has been grouped into categories, E = Extreme, H = High, M = Moderate, L = Low, and given a score between 2 and 50.



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For further explanations of the risk analysis matrix, refer to the ScoutSafe Risk Assessment Handbook available from the Queensland Branch website

Referenced Documents

Document	Items Covered
F31-Risk-Assessment Brownsea General Including Child Safety Scouting	Child Safety, Sun safety, Hazards on the Brownsea Site, Vehicle Interactions
F31-Risk Assessment Brownsea Swimming	Swimming

What are the activities, tasks or work hazards?	What are the risks	Risk Level before mitigation (Refer Risk Analysis matrix)	Mitigation strategies: What controls are proposed to remove or reduce the risk?	Risk Level after mitigation (Refer Risk Analysis matrix)	*Refer to Branch? High or Extreme risk after mitigation?
Weather Conditions (winds Tides Storms etc) create situation leading to an accident	<ul style="list-style-type: none"> • Capsize • Fatigue • Lightning Strike • Group Separation • Potential for drowning if capsized without well-fitting PFD 	<p>E-50</p> <p>Almost Certain Severe</p>	<ul style="list-style-type: none"> • Assess weather on each day • Consider tide impacts • Monitor ratios • Training progressively all participants • Off water if lightening present • Maintain group spread • PFD to be worn by all 	<p>M-12</p> <p>Possible Low</p>	No



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High medical risk or high needs participants	<ul style="list-style-type: none"> Youth member subject to seizures needs medical evacuation 	H-24	<ul style="list-style-type: none"> Add a support powerboat to the expedition for rapid extraction. 	M-12	No
Submerged logs / dead trees	<ul style="list-style-type: none"> Capsizing Impact injuries Canoe/kayak damage 	M-12	<ul style="list-style-type: none"> Participants are briefed about the occasional presence of submerged items Participant behaviour is monitored following periods of heavy rain when such items are likely, and during low tide. Participants are briefed on capsize procedures. 	L-8	No
Muddy/unstable banks	<ul style="list-style-type: none"> Sprains and strains Cuts and bruises 	E-30	<ul style="list-style-type: none"> Appropriate exits and entry points are chosen to avoid difficulties. Participants, when on muddy/unstable land, are to walk at all times. Modelled entry and exiting method to be used only. If using the portage extra care and instruction needs to be given on the muddy sandbags 	M-10	No
Craft not providing positive floatation due to damage	<ul style="list-style-type: none"> Loss of Craft Drowning 	M-18	<ul style="list-style-type: none"> Craft that fill with water are to be tagged out as per Isolation and Tagging Procedure If the craft is damaged the activity leader is accountable for logging the damage in the online Maintenance System 	M-12	No



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Injury during lifting and carrying boats	<ul style="list-style-type: none"> Potential Arm or Back Injury 	M-18	<ul style="list-style-type: none"> Sufficient participants lifting craft Move canoe Trailer as close as possible to the launch area. Wash down canoes on the trailer For the large four seat canoes use a motor vehicle to launch the canoes from the trailer. Use the stands (planks on their side) to wash down canoes and kayaks that are not on the trailer. Participants monitored by Unit Leaders and LIC 	M-16	No
Contact with motorised craft causing injury	<ul style="list-style-type: none"> Serious Injury Minor Injury 	H-24	<ul style="list-style-type: none"> Manage group to exclude contact with motorised craft 	M-12	No
Poor communication with partner	<ul style="list-style-type: none"> Capsizing Collision Emotional or relationship difficulties 	M18	<ul style="list-style-type: none"> Emphasis is placed on communication between partners to ensure the boat is moving correctly and that people avoid arguments. Participants are also given paddling tips to assist with the smooth operation of their boats. Participants are briefed on capsize procedures. 	L6	No
Split up of group	<ul style="list-style-type: none"> Lost participants Unsupervised participants 	M18	<ul style="list-style-type: none"> Set expectation of the group travelling together. Participants are empowered to manage group distance and to show raft up sign if the group gets too far apart. Set safety guidelines – distance between canoes, whistles, rafting up. 	L6	No



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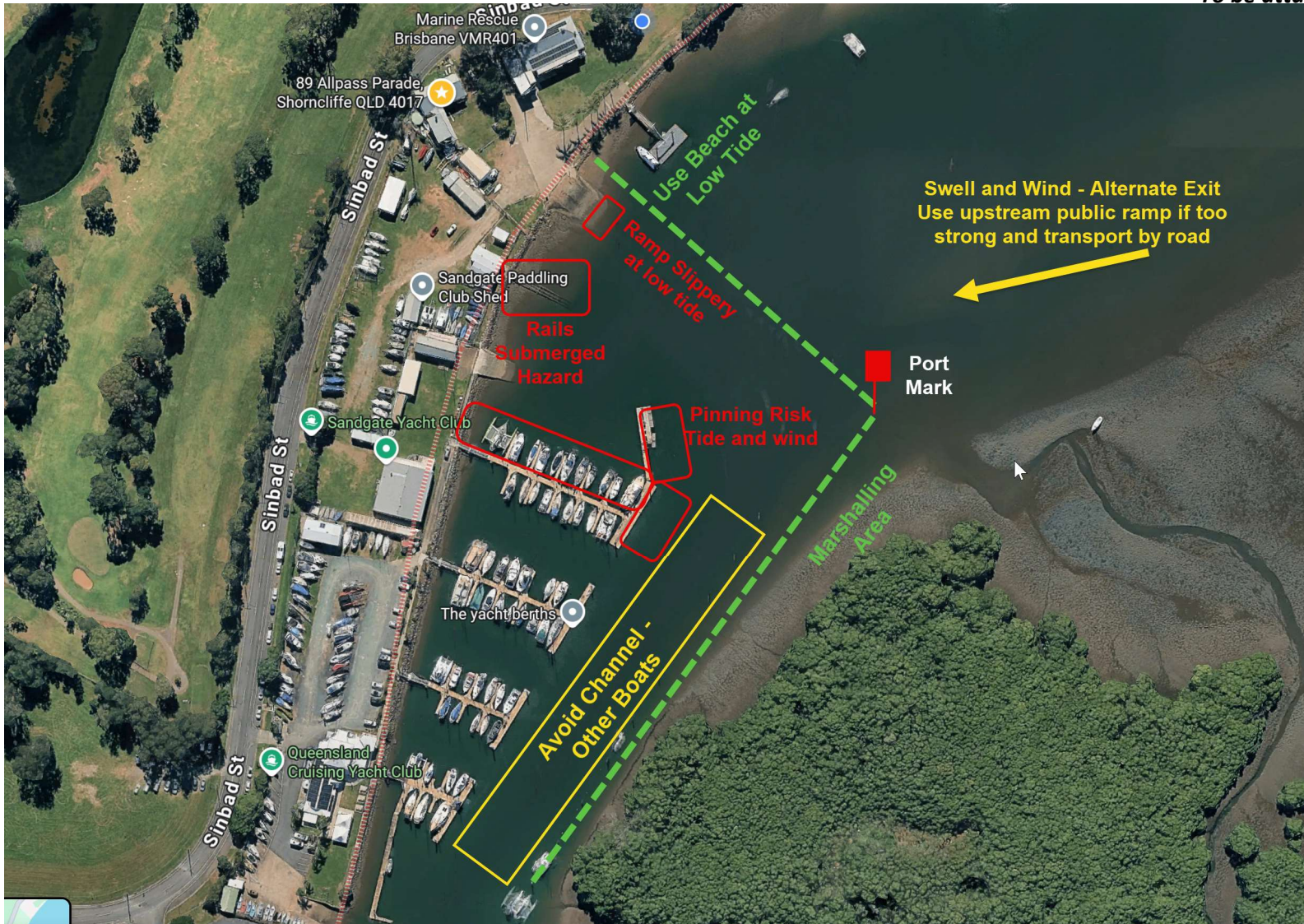
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Canoe/kayak collision	<ul style="list-style-type: none"> Finger injuries Paddle impact Damaged canoe/kayak 	H24	<ul style="list-style-type: none"> Participants to be briefed in control strokes of canoeing (steering, emergency stops). Set safety guidelines – distance between canoes, whistles, rafting up. Participants briefed on letting occupants of other canoes know if they are likely to hit their canoe. 	M16	No
Marine Traffic	<ul style="list-style-type: none"> Finger Injuries Breaks, Sprains, Strains Craft Impact – Breakage Craft Impact - Drowning 	H24	<ul style="list-style-type: none"> All to identify hazards, and ensure safety boat and kayak Leaders are in close proximity to canoes. Group is closely monitored by LIC, to stay together. 	M12	No
Night time Paddling Collisions	<ul style="list-style-type: none"> Collision 		<ul style="list-style-type: none"> Glow sticks on Participants, not (Green, Red or Yellow) White Light on each craft Only Scouts and older to participate in activity 		
Canoe/kayak faulty	<ul style="list-style-type: none"> Leaky canoe/kayak Sinking canoe/kayak 	M12	<ul style="list-style-type: none"> General condition of canoes is monitored when loading and unloading of canoes and faulty canoes tagged out. Canoe condition is checked annually using MaintainX. 	M12	No
Physical exertion	<ul style="list-style-type: none"> Strains and sprains Cramps Exhaustion and fatigue 	H24	<ul style="list-style-type: none"> Continuously monitor participants for signs of fatigue and exhaustion. Ensure that paddles are appropriate for the type of craft and the build and skill levels of the participants. 	L6	No
Entanglement	<ul style="list-style-type: none"> Loose rope in the bottom of the canoe forms an entanglement risk 	M12	<ul style="list-style-type: none"> Secure rope in a bag or on a device to roll it up. 	L2	No



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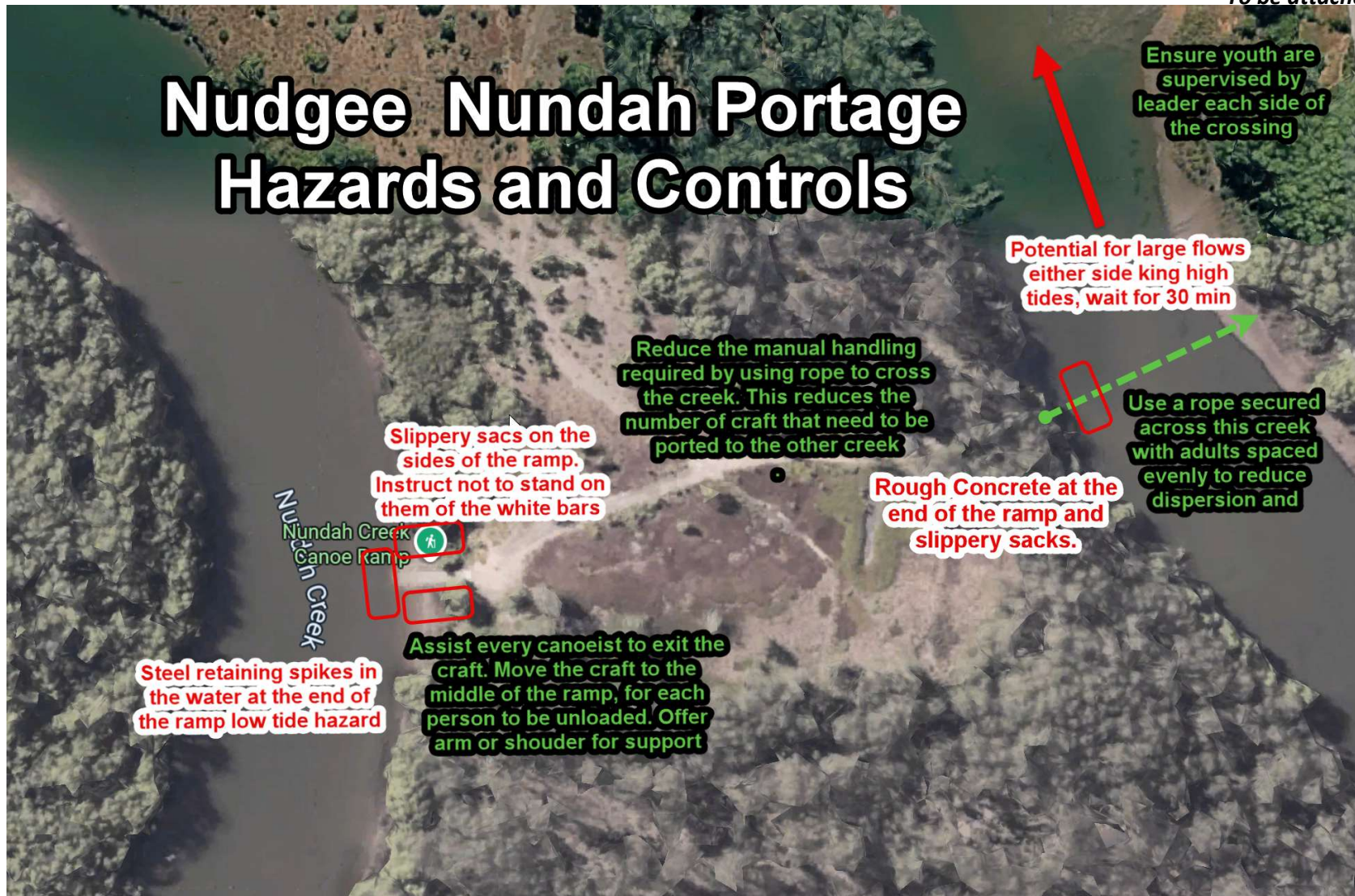
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Brisbane City Council Recreational Waters Monitoring Program											
Enterococci monitoring results											
						All values are Colony Forming Units per 100 ml of water (CFU/100 mL)					
Site no.	Site name	Long	Lat	Location description	March 4/03/2024	March 18/03/2024	April 2/04/2024	April 18/04/2024	May 15/05/2024	June 14/06/2024	
1	Sandgate	153.0655	-27.3030	Sandgate Foreshore, opposite Twelfth Avenue, Brighton.	120	1,800	NT	39	NT	6	
2	Shorncliffe	153.0870	-27.3297	Shorncliffe at Shorncliffe boat ramp jetty.	13	44	NT	4	NT	10	
3	Cabbage Tree Creek	153.0674	-27.3289	Cabbage Tree Creek at Sarah Street, Deagon.	150	2,700	55	350	69	18	
4	Nudgee	153.1060	-27.3469	Nudgee Beach between Nudgee Road and Chaseley Street.	330	32	NT	28	NT	1	
5	Wynnum	153.1783	-27.4403	Wynnum Beach at pier between Edith and Florence streets.	25	490	NT	2	NT	<1	
6	Lota Creek	153.1928	-27.4742	Lota boat ramp, Cobar Street, Lota Foreshore.	720	9,300	NT	34	NT	24	
7	Colmslie	153.0890	-27.4481	Brisbane River opposite Colmslie Recreational Reserve, Colmslie.	26	320	NT	87	NT	7	
8	West End	153.0090	-27.4719	Brisbane River opposite the West End boat ramp, West End.	15	150	NT	5	NT	4	
9	Indooroopilly	152.9713	-27.5056	Brisbane River opposite Witton Creek.	15	21	NT	5	NT	4	
10	Colleges Crossing	152.8038	-27.5566	Brisbane River at Colleges Crossing.	140	20	NT	16	NT	5	
11	Oxley Creek	152.9919	-27.5521	Cliveden Avenue, Oxley Creek.	580	420	420	120	90	6	
					11	11	2	11	2	11	

Key to colours
≤ 40
41-200
201-500
> 500
Invalid value
NT = not tested

Figure 1 Example EColi Contamination in Cabbage Tree Creek Nudgee Foreshore and Baxters Jetty



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Shelter Places for Lightning Storms





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Form: F31

Issue: 1

Date: 07/13

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Team Leaders approval <i>(Refer to qualifications chart):</i>	
<input type="checkbox"/>	Approved as submitted
<input type="checkbox"/>	Approved with the following conditions:
<input type="checkbox"/>	Not approved for the following reasons:
<input type="checkbox"/>	Requires submission to Queensland Chief Commissioner and branch team because it contains high and extreme risks that require approval
Name :	Appointment :
Signed :	Date :

Monitor and review <i>(To be completed during or after activity)</i>	YES	NO
Are the control methods still effective ?	<input type="checkbox"/>	<input type="checkbox"/>
Have there been any changes ?	<input type="checkbox"/>	<input type="checkbox"/>
Are any further action required ?	<input type="checkbox"/>	<input type="checkbox"/>
Details :		
Name :	Appointment :	
Signed :	Date :	