



**Date:** 22 October 2020

**To:** All SLSNZ Clubs, Chairpersons.

**From:** Ross Merrett (Safety, Welfare and Risk Manager)

**Section:** Safety, Welfare and Risk Management

**Subject:** SLSNZ Operational Risk Assessment APP trial for Clubs and selected users.

## What's happening?

SLSNZ has received funding to develop a H&S APP. While this project is underway, SLSNZ has decided that an interim Operational Risk Assessment APP would significantly benefit H&S across all SLS operations this season, until a permanent solution is available.

## Why is it happening?

Recent incident investigations have identified that risk assessments are not routinely being undertaken prior to the commencement of many SLS activities, events and work. Had risk assessments been applied, they would likely have prevented harm to our members and/or the public. The introduction of a digital operational risk assessment will enable clubs and SLSNZ to better guide and monitor SLS operations while also providing important data to assist the ongoing development of a more permanent H&S APP solution. Therefore a selection of Operational Risk Assessment APPs suitable for Lifeguard Patrols, Sport Training, Junior Surf, Lifeguard Training and Beach Education, are now available for the following Club and SLSNZ roles:

### Club Roles

- Club Admin
- Coaches
- ECOS
- H&S Officers
- Instructors
- Patrol Captains
- Deputy Patrol Captains

### SLSNZ Roles

- Beach Ed Lead Instructor
- Beach Ed. Instructor
- Examiner
- Official - Level 2
- Patrol Auditor
- Regional Lifeguard
- Regional Lifeguard PC
- SLSNZ Staff

*In it for life*



### **When is it happening?**

Clubs are invited to immediately participate in the Operational Risk Assessment APP trial. The offer remains open until the trial closes on 31 March 2021. Ideally SLSNZ would like to see all patrols, lifeguard training, sport training, beach education and sport events utilising the ORA APP as soon as possible.

### **When should Operational Risk Assessments be used?**

ORAs should be used prior to any volunteer patrols, regional guard patrols, lifeguard training, sport training, sport events, beach education, etc. Operational Risk Assessments should be used when assessing tasks where environmental changes and other factors are likely to occur, e.g., operating a flagged patrol. More information on operational risk assessments can be found by referring to the [Operational Risk Assessment NSOP](#).

### **What do we need to do to participate in the trial?**

Clubs need to download the SLSNZ ORA Club-Groups-Subgroups excel file and complete one file per club, for all users by selecting the relevant role from the SLSNZ and Club options and submit this to their regional SLSNZ managers. Regional staff will then review and approve Club requests, before processing by selected staff. Selected SLSNZ staff will upload approved users, who will then receive an invitation join SLSNZ's Operational Risk Assessment APP. Once club members are loaded onto the APP, they can immediately commence using the various Operational Risk Assessments that are available to their role.

Over the coming weeks and months, selected SLSNZ staff will work with designated club users (administrators?) to learn how to set up alerts, and notifications etc. so that they can start monitoring and manage club users and the club data. Video tutorials will enable and support designated club administrators to manage the functions available to them.

### **What will the Operational Risk Assessment APP cost Clubs and users?**

The trial Operational Risk Assessment APP is free to Clubs and approved users. However internet connectivity is required to use the Operational Risk Assessment APP. Club and/or personnel internet connectivity and data use **are not** provided by SLSNZ.