Accessibility Compliance

Council recognises documents created prior to 31 December 2015 as Legacy Documents with regard to compliance with the Web Content Accessibility Guidelines (WCAG) 2.0, also commonly referred to as AA Accessibility Guidelines.

Whilst every effort has been made to ensure Council's public documents are accessible and compliant with WCAG 2.0, some documents cannot be converted to completely adhere to these guidelines without undue burden. This may include documents that were not created by Council or directly supplied to Council in an electronic format, as well as any documents that are subject to frequent and substantial changes.

However, Council will upon request convert any Legacy Document to comply with WCAG 2.0 standards. In such cases, Council appreciates your patience, as this process can be lengthy depending on the complexity of the document, and may take some time.

To request conversion of a Legacy Document to comply with WCAG 2.0, you can:
- Email bawbaw@bawbawshire.vic.gov.au
- Send an online enquiry at www.bawbawshire.vic.gov.au/contact-us
- Call the Community Information and Service team on 5624 2411
- Visit a Customer Service Centre.

You will need to provide us with the full name and date (if known) of the Legacy Document.

Documents that were created from 1 January 2015 are currently being converted to comply with WCAG 2.0 and will be uploaded in due course.

Additionally, some pages on Council's website include hyperlinks to external/other sites. Council does not accept responsibility or liability for the contents of any information or documents provided by external sites through these links, nor does it assume any legal responsibility for degree of accessibility or the accuracy, completeness, and usefulness of the information in the links.

Risk Management Plan Assessment Form

ACTIVITY / EVENT DESCRIPTION:	
DATE(S):	

RISK / HAZARD DETAILS	THE CONSEQUENCES OF AN EVENT HAPPENING		RISK RATING	ACTION PLAN	PERSON RESPONSIBLE	TIMEFRAME FOR COMPLETION	STATUS
	LIKELIHOOD	**CONSEQUENCE**					

Example of a Risk Management Plan Assessment Form

ACTIVITY / EVENT DESCRIPTION:	EXAMPLE: TRIATHLON EVENT
DATE(S):	10/01/2011

RISK/HAZARD DETAILS	THE CONSEQUENCES OF AN EVENT HAPPENING		RISK RATING	ACTION PLAN	PERSON RESPONSIBLE	TIMEFRAME FOR COMPLETION	STATUS
	LIKELIHOOD	CONSEQUENCE					
SLIP ON WET SURFACE	B	3	HIGH	Put up warning signs at areas around swimming area	Signage & Water Officer	Have signage ready for the day of the swimming event (10/01/2011)	Signage ready to be put up on the day.
NEEDLESTICK INJURY	C	3	HIGH	Pre event inspection of area to ensure all needle sticks found.	Events Coordinator	(10/01/2011)	Checklist to be completed on morning of the event
SUNBURN	A	3	HIGH	Free sun lotion available to spectators and to contestants.	Events Coordinator	Lotion to be made available on the day (10/01/2011)	Lotion to be made available on the day
SPECTATOR CONFLICT	B	2	MEDIUM	Extra security	Security Coordinator	(10/01/2011)	Security requested for event

Risk Consequence, Likelihood & Matrix Tables

Risk Consequence: Table 1

Consequence		
Level	**Descriptor**	**Detail description**
1	Insignificant	No injuries, low loss.
2	Minor	First aid, medium loss.
3	Moderate	Treatment required high loss.
4	Major	Extensive injuries, major loss.
5	Catastrophic	Death, huge loss

Risk Likelihood: Table 2

Likelihood		
Level	**Descriptor**	**Detail description**
A	Almost certain	Is expected to occur in most circumstances
B	Likely	Once per year
C	Moderate	Possible, once in 10 year period
D	Unlikely	Not impossible, within 50 years
E	Rare	Unlikely within 50 years

Risk Rating Matrix: Table 3

	Consequences				
Likelihood	**Catastrophic 5**	**Major 4**	**Moderate 3**	**Minor 2**	**Insignificant 1**
A (Almost Certain)	Extreme	Extreme	High	High	Medium
B (Likely)	Extreme	High	High	Medium	Medium
C (Moderate)	High	High	High	Medium	Low
D (Unlikely)	High	Medium	Medium	Low	Low
E (Rare)	High	Medium	Medium	Low	Low