

**VENUE AND SAFETY INFORMATION: FOR EXHIBITING ARTISTS AND VISITORS TO SCULPTURE IN THE VINEYARDS**

<b>ACTIVITY FOR HAZARD IDENTIFICATION</b>	<b>HOST VENUE</b>	<b>PERSONS AT RISK</b>	<b>RISK ASSESSMENT</b>	<b>RISK CONTROL</b>
Walking around exposed outdoor environments	All venues	All visitors viewing sculpture and anyone involved in delivery pick up and installation of artworks	Exposure to inclement weather	Provision of sunscreen and water at all venues Encouraging people to wear protective clothing while on site
Driving around venues	All venues	Anyone driving a vehicle on a host venue whilst installing and de-installing artworks	Collisions with pedestrians or animals; damage to vehicles or drivers	Travel at no more than 20 kilometres an hour on each host venue Travel on designated roads unless permission provided by SINV personnel Advising visitors of narrow Bridge at Wollombi Wines
Environments that contain trip hazards	All venues	All visitors viewing sculpture and anyone involved in delivery pick up and installation of artworks	Injury from tripping	Wear appropriate footwear at all venues Identify trip hazards by signage
Environments that contain slip hazards	All venues in particular Undercliff	All visitors viewing sculpture and anyone involved in delivery pick up and installation of artworks	Injury from slipping	Wear appropriate footwear at all venues Identify slip hazards by signage
Access to water features or ponds	Undercliff Winery and Wollombi Wines	All visitors viewing sculpture and anyone involved in delivery pick up and installation of artworks	Possible drowning or damage to vehicles	Identify water features and ponds by signage Vehicles instructed to drive 10m from pond or water feature
Artworks that risk falling over	All venues	Artists, installers, audience	Injury from artwork	Artworks to be installed in accordance with WHS best practice Artworks assessed for stability immediately after installation and in relation to high winds and inclement weather. Identify artworks not to be touched by signage
Environments that contain snakes	All venues	All visitors viewing sculpture and anyone involved in delivery pick up and installation of artworks	Snake bites and poisoning	Advise visitors if snake is observed avoid Notify of potential risk to all visitors when moving around venues
Manual Handling Loading, unloading, positioning artworks during installation, work management	All venues	Anyone involved in the delivery, pick up and installation of artworks	Injury due to incorrect manual handling	Manual Handling to be undertaken in accordance with WHS best practice. Take regular breaks to avoid repetitive strain injury Artist to discuss Safe Work Installation Plan with the SINV Curator prior to installing

Working with power tools and equipment	All venues	Anyone involved in the delivery, pick up and installation of artworks	Injury due to incorrect use of power tools	Power tools to be used in accordance with WHS best practice. Personal protective equipment and clothing to be worn at all times No welding or grinding of artworks on host venues
Working with ladders or at heights	All venues	Anyone involved in the delivery, pick up and installation of artworks	Falling off ladder, ladder falling, injury to user or bystanders	Ladders are to be used in accordance with WHS best practice Artists intending to work at heights need to familiarise themselves with the code for safe working at heights - <a href="http://www.workcover.nsw.gov.au/formspublications/publications/Documents/safe_working_at_heights_guide_1321.pdf">http://www.workcover.nsw.gov.au/formspublications/publications/Documents/safe_working_at_heights_guide_1321.pdf</a> Artist to discuss Safe Work Installation Plan with SINV Curator prior to installation. Licensed and qualified personnel will undertake installation of artworks by crane as required
Working with cranes and hoists	All venues	Anyone involved in the installation of artworks	Exposure to power lines and trees, equipment with unsound footing, artwork not properly secured	Cranes and hoist to be used by licensed and qualified personnel and used in accordance to WHS best practice

**DATE OF PLAN:** 4 April 2013

**VENUES:** Undercliff Winery, Stonehurst Cedar Creek, Wollombi Wines, Wollombi Village Wines

Risk assessments are also required for the delivery of: • Workshops • Event management  
For emergency procedures please refer to folders provided at each host venue.

#### **REPORTING AND DOCUMENTATION**

1. Artists are to state how they will install their work on the SINV application form.
2. A copy of the WHS SINV Risk Management Plan, Artist and Visitors Venue Safety Management is to be provided to artists prior to installing works. Artists are required to sign off that they have read the Risk Assessment Plan prior to installing artworks.
3. Artists will develop their Safe Work Installation Plan in consultation with the SINV Curator.
4. Work Health and Safety inductions will be undertaken by all personnel prior to installing artworks. Artists, assistants and SINV Curator to sign Sculpture Risk Management Plan upon completion of induction.
5. Artworks are to be assessed at the completion of installation for safety. Non-compliance of WH&S will result in modification of the work until the issue is resolved. If a safe resolution cannot be determined the artist will remove the work.
6. Emergency contacts for each venues will be provided to all artists and identified in signage at each host venue.
7. Incident forms will be available for completion at each host venue in the event of an incident.
8. First aid kits will be available at each host venue.
9. This document is available on the Sculpture in the Vineyards website and all host venues