

## **SAFETY MANAGEMENT PLAN FORUM**

**18 July 2019**

The notes of the Melbourne University Sport Club Forum held on Thursday 18 July 2019 at 6.00pm in MU Sport Board Room.

### **PRESENT:**

Mr Rod Warnecke (Chair)  
Mr Tom Mullumby (Clubs Coordinator)  
Mr Stan Dali (Project Officer)

### **APOLOGIES:**

Mr Maciej Necki – Underwater

### **IN ATTENDANCE:**

Mr Steven Birkett – Mountaineering (President)  
Ms Daire Kelly – Mountaineering (Paddling Officer)  
Mr Rodney Polkinghorne – Mountaineering (Snow Sports)  
Mr Peter Wardrop - Waterski and Wakeboard (President)  
Mr Michael McKay – Surfriders (President)  
Mr Elliot Shaw – Ski (Treasurer)  
Mr Joshua Arumets – Ski (Hire Operations)  
Ms Andriana Stoddart – Mountaineering (Ropes)  
Mr Jack McCutchan (Vice President)

## **1. WELCOME AND INTRODUCTION**

Mr Rod Warnecke took the Chair and welcomed all present. Rod Warnecke outlined for history of the Safety Management Plan's from the critical Mountaineering incident in 2015 the subsequent, Ropes Safety Management Plan, 2016 Club Governance Review and implementation of its recommendation. Rod Warnecke outlined the evenings agenda.

## **MATTERS FOR DISCUSSION/NOTING**

### **2. 2018 RECREATIONAL CLUB FORUM ACTIONS**

Rod Warnecke gave the members an update on action items from the 2018 Recreational Club Forum. MU Sport had recently met with the student union and planning an upcoming meeting with Monash University regarding their off-campus guidelines. MU Sport will look to refine a set of Off Campus Activity Guidelines that will be made available for review by clubs. Additionally, a trip tracker will look to be developed with the focus on knowing when and where our club activities are taking place. Elliot Shaw wanted to see if guidelines can be incorporated with existing

processes in mind. Rod Warnecke advised this will look to work with what is already in place.

The Clubs Critical incident was mentioned as one of the elements that will be mentioned in the guideline. Elliot Shaw shared the story of where Ski had an emergency with their Bus and enacted the process by calling MU Sport. Jack McCutchan queried if the trip register would have an element of approval. Elliot Shaw queried if clubs would have access to editing for when details change. Steven Birkett suggested such a tracker would ideally be live. Rod Warnecke advised will look to work with programs to try and see if these suggestions can be fed into whatever system is implemented.

### **3. SAFETY MANAGEMENT PLAN UPDATE**

Stan Dali gave a historical timeline of the work he has done so far as the project lead. Stan reiterated that his position is not to be an expert in risk management, but to help guide this process through and bring clubs in as stakeholders to ensure that Safety Management Plans are workable. Stan said he has been in contact with all high-risk clubs to guide them through the process and deliver a Plan that both takes away the ambiguity but is also workable and usable.

Stan redistributed the Safety Management Plan brief, previously sent to clubs on May 1, which was distributed widely. Stan outlined places it was distributed; through industry, suggested experts from clubs, other Universities, some state and national body and Outdoors Victoria newsletters.

Stan Dali advised through this process Dr Clare Dallat was identified as the standout expression of interest. A copy of Clare's CV was distributed to all attendees. Stan advised Clare is an international expert in Risk management and safety, on a practical level Clare has delivered SMP to Colleges in Victoria, NSW and QLD. Clare runs a company in Victoria focused on Risk management. Clare has worked overseas in crisis management for SAI Global in England. Stan Dali advised Clare has presented to MU Sport staff on how she would address the brief, and MU Sport found her impressive and understood the element of how University Clubs operate. MU Sport moved to appoint her to be the consultant for all of the activities addressed in the brief.

Stan Dali advised that currently Clare has been given all the documents that Clubs passed on to through club meetings. Clare is absorbing and identifying the gaps and will develop a suggested 'plan of attack' and will advise Stan of who she will need to talk to and when, likely club meetings in mid-August. Rod Warnecke advised the aim of taking the Plans to the Board for their November Meeting, however if some are not completed by this time can be moved into next year.

Jack McCutchan asked what the scope of the work is going to be. Rod Warnecke referred to the project brief which had a list of suggested outcomes. Rod Warnecke mentioned that hopeful these plans can be implemented much more smoothly as not having a 'dagger hanging over' these activities from the University, as there was when developing the Rope Safety Management Plan (where there was a period where activity had to cease whilst ensuring the comfort in management). Jack

McCutchen wanted further clarification on the education framework for trip leaders and instructors.

Adrianna Stoddart queried if new safety management plans will be required to hold a technical committee for any significant updates. Rod Warnecke advised this was the case in Ropes as it was the recommendation from the external consultant and imagines that some of the other activities may not be as complicated, however there needs to be a level of comfort with the level of education and level of experience of participation. Rod Warnecke highlighted that the Independent Consultant Peter Martin will be looked to be engaged to provide a review and will look at what processes need to be changed.

#### **4. SAFETY MANAGEMENT PLAN IMPLEMENTATION – MOUNTAINEERING CLUB LEARNINGS**

Jack McCutchen talked to his experience around what has and hasn't worked with the Mountaineering Club, who have a current Ropes Safety Management Plan.

Jack highlighted his experience that not all trips fit the model outlined in the Plan. Jack talked generally about the element of experiencing something new and varied, and when going on a climb, often not knowing what you are going to see until you get there. Rod Warnecke suggested this above feedback can fit into the review.

Jack McCutchan suggested the previous qualification identification process has been difficult to incorporate into the Plan. Rod Warnecke suggested that this may be simpler in some other activity cases, such as Surf Riders able to engage companies such as 'GoRideaWave' to become a non-novice. Steven Birkett suggested the biggest grey area was with the Intermediate level. Rod Warnecke advised qualification process needs to feed into a Standard Operating Procedure to outline what may not be permissible. Rod Warnecke elaborated on how these concepts were missing when there was an incident in 2015; namely who can teach, what method is being taught and having this intel on paper and in depth. Rod Warnecke advised aim is to create a feedback loop where members may be able to start as a novice and progress to an instructor level via a documented safe curriculum.

Jack McCutchan identified that it has been prohibitive with the University stipulating that the technical committee be chaired by a University representative, to verify the processes have been followed. Jack McCutchan suggested that this has created some roadblocks and difficult to progress experienced climbers coming to the club.

Jack McCutchan said starting climbers with previous experience with 6 days of coursework creates a level of distrust. Jack further suggested the structure has pushed people away from engaging. Mr Rodney Polkinghorne anecdotally suggested this could lead to more people not doing activities with the club and lead to more injuries. Rod Warnecke thanks Jack for feedback on his experience, and whilst recognising not wanting clubs thinking nothing will change, wanted to work through to find how these processes can be improved both in the Ropes Review and development of new Safety Management Plans.

## 5. FORUM CLOSED

The Forum closed at 7.25pm.

### ACTION ITEMS

<b>Agenda Item</b>	<b>Item Title</b>	<b>Action</b>	<b>Person(s) Responsible</b>
3	Club Safety Management Plans	Progress the development and consultation of Safety Management Plans	Stan Dali