

Risk Assessment

Name/s of lead staff: Ian Lewis, Grant Hassall, Robert Wolfe, John Sexton, Keith Sampson, Kevin Gray (Tournament Committee)

Activity or event: The Devon Hotel Taranaki Men’s and Women’s Open Fours 2026

Location of activity/event: Clubs around New Plymouth and surrounding areas

Date (of activity): 19th January – 1st February 2026

Number of Participants: 1050-1100 people

		Potential severity of harm		
		Slight	Harmful	Extreme
Likelihood of harm occurring	Highly Unlikely	Trivial	Tolerable	Moderate
	Unlikely	Tolerable	Moderate	Substantial
	Likely	Moderate	Substantial	Severe

*Please assess your activity and identify the KEY risks to you and participants. You may need to brainstorm these prior to filling out form.

Hazard Why is it hazard? What factors?	Risk Associated Harm that can be caused to people or property	Pre Risk Classification *use table	Eliminate/Minimise Strategy	Post Risk Classification *use table
People Age, abilities, human factors				
Age and Physical Fitness	Players could feel exhausted or tired. Risk of Falls.	Moderate	Players are given a break in every game to ensure with free food and drink served so that they are refreshed before continuing play	Tolerable
Physical Disability and Pre-existing Conditions	Risks associated with specific medical conditions	Substantial	Players can bring their own aids and medications with them. Players are advised of Health and Safety precautions at the start of each day. Medical doctors contact number is published in players handbooks. Clubs used are compliant with Health and Safety standards.	Moderate
Hospitality and Alcohol	Safe consumption of Alcohol	Severe	All Clubs have a liquor licence and abide by Council rules. Any infringements would see a clubs ability to host removed.	Trivial
Players with Limited Mobility	Discrimination	Moderate	Any players with the requirement for a wheelchair or motorised scooter, will be placed at venues that accommodate them. Outside rinks can be used to help facilitate access to the green.	Tolerable
Equipment What is being used? Non- human factors				
Bowls on the Green	Impact Injuries, Falls	Tolerable	All teams are advised that leads and twos are to stay on the bank, avoiding stepping on bowls, and giving clear sight	Trivial

			for anyone on the playing surface to be able to see a bowl coming towards them or to avoid accidentally stepping on a bowl.	
Playing Surface	Falls	Moderate	In wet weather conditions causing a slippery playing surface, Bowls Taranaki supervisors are advised to halt play. Greenkeepers can close greens when conditions get slippery/wet	Tolerable
Environment School venue, cycle park, beach, stadium etc.				
Hot Weather and Sun	Sunstroke, Heat exhaustion, Sunburn	Moderate	Clubs are advised to have sun shades up where installed. Free drinks, water, tea and coffee are free and available for everyone. Breaks are scheduled within games.	Tolerable
Smoking	Irritation caused by second hand smoke	Tolerable	Players are advised at the start of the day of smoking areas at clubs and players are to go there to smoke. Bowls Taranaki rules state, that there is to be no smoking on the green	Trivial
COVID / Flu	Older people are more likely to have complications because of illness	Severe	Stand By Players are available to substitute in case of illness, thereby lowering the risk of spreading illness through players involved in the tournament	Tolerable

In an emergency What will you do	Follow Health and Safety Guidelines. Supervisors are advised to ensure required action takes place which could include calling 111 if needed.
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Training requirements Of staff, participants, volunteers	Supervisors are advised of Health and Safety requirements at a meeting held prior to the event. All Clubs are required to sign a hosting agreement ensuring they are compliant with their Health and Safety requirements.
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Policies and Guidelines	Bowls Taranaki Health and Safety Policy RAMS Forms Completed.
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Review:

Did any additional hazards or risks occur?

Were there any accidents, incidents or near misses? If yes, please complete the appropriate form and attach or hyperlink to this document.