

Ipswich JDM and Classics Inc.

Event Safety & Risk Management Policy

1. Purpose

The purpose of this policy is to ensure that all Ipswich JDM and Classics Inc. events are conducted safely, responsibly, and in compliance with Queensland laws. This policy provides a framework for identifying, managing, and minimising risks associated with meets, cruises, shows, and other club activities.

2. Scope

This policy applies to:

- All club-sanctioned events
- All members, guests, volunteers, and committee members
- All vehicles participating in club activities
- All venues, public spaces, and convoy routes used by the club

3. Responsibilities

3.1 Committee

The committee is responsible for:

- Approving all official events
- Ensuring risk assessments are completed
- Appointing event marshals or safety officers
- Ensuring compliance with this policy
- Responding to incidents and reporting requirements

3.2 Events Coordinator

The Events Coordinator must:

- Prepare event plans and convoy routes
- Conduct risk assessments prior to events
- Brief marshals and participants
- Ensure safety equipment is available (if required)
- Cancel or modify events if conditions become unsafe

3.3 Dating Officer

If vehicle authenticity or safety concerns arise, the Dating Officer may:

- Inspect vehicles
- Advise on mechanical or structural concerns

- Recommend exclusion of unsafe vehicles

3.4 Event Marshals

Marshals are responsible for:

- Managing parking and vehicle movement at meets
- Guiding convoys and maintaining order
- Reporting unsafe behaviour
- Assisting during incidents

3.5 Members & Participants

All participants must:

- Follow Queensland road rules
- Follow marshal and committee instructions
- Drive safely and responsibly
- Ensure their vehicle is roadworthy and registered
- Avoid behaviour that may endanger others or damage the club's reputation

4. Event Planning Requirements

4.1 Risk Assessment

A risk assessment must be completed for all events and include:

- Venue suitability
- Traffic flow and parking
- Weather conditions
- Pedestrian interaction
- Vehicle movement risks
- Emergency access
- Public interaction

4.2 Convoy Planning

Convoys must include:

- A designated lead vehicle
- A designated tail vehicle
- Clear route instructions
- Regroup points
- Speed limits appropriate to conditions

- No blocking of roads, intersections, or private property

4.3 Venue Requirements

Venues must:

- Allow safe entry and exit
- Provide adequate lighting (if night event)
- Have sufficient space for expected attendance
- Not encourage hooning or unsafe behaviour

5. Behaviour Expectations

5.1 Zero-Tolerance Behaviours

The following are strictly prohibited at or near club events:

- Burnouts, drifting, or reckless driving
- Excessive revving
- Alcohol or drug use (unless at a licensed venue)
- Harassment, aggression, or intimidation
- Littering or damaging property
- Anti-social behaviour that may attract police attention

5.2 Public Interaction

Members must:

- Be respectful to the public
- Avoid blocking businesses or driveways
- Keep noise to reasonable levels
- Represent the club positively

6. Vehicle Safety Requirements

Vehicles participating in events must:

- Be roadworthy and legally registered (unless pre-approved static display)
- Have functioning lights, brakes, and tyres
- Not leak excessive fluids
- Not pose a safety hazard to others

The club may refuse participation to any vehicle deemed unsafe.

7. Incident Management

7.1 Types of Incidents

- Vehicle accidents
- Injuries
- Property damage
- Aggressive behaviour
- Police involvement
- Mechanical failures causing hazards

7.2 Immediate Response

Marshals or committee members must:

- Ensure safety of all participants
- Contact emergency services if required
- Secure the area
- Record details of the incident
- Collect witness statements if appropriate

7.3 Reporting

An **Incident Report Form** must be completed and submitted to the committee within 48 hours.

8. Weather & Environmental Conditions

Events may be postponed or cancelled due to:

- Heavy rain or flooding
- Severe storms
- Extreme heat
- Bushfire risk
- Unsafe road conditions

The Events Coordinator has authority to cancel events for safety.

9. Insurance

Where applicable, the club will maintain:

- Public liability insurance
- Volunteer insurance (if required)

Members participate at their own risk unless otherwise stated.

10. Compliance

Failure to comply with this policy may result in:

- Verbal or written warnings

- Removal from an event
- Suspension or termination of membership
- Reporting to authorities if required

11. Review of Policy

This policy will be reviewed annually or after any major incident.