Gate Installation and Fence Repairs

Business Name:	ABN:	
Business Address:		
Contact Person:	Phone:	Email:

THIS RISK ASSESSMENT IS APPROVED BY THE PCBU OF THE PROJECT

Under the Work Health and Safety Regulation (WHS Regulation), a person conducting a business or undertaking (PCBU) is required to ensure that a RISK ASSESSMENT is prepared before the proposed work starts.

Full Name:		
Signature:	Title:	Date:

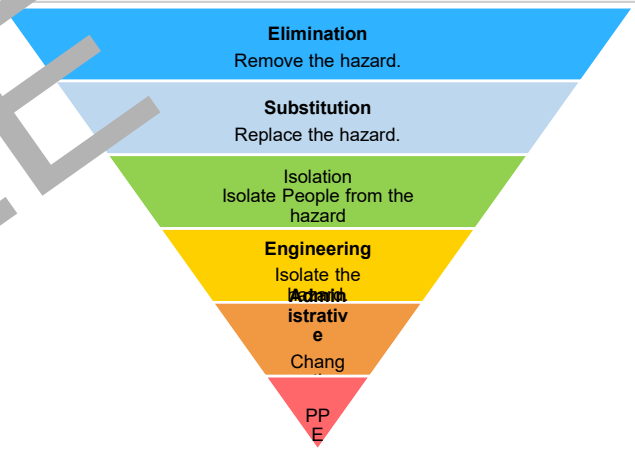
CLIENT OR PRINCIPAL CONTRACTOR DETAILS

Client:	SCOPE OF WORKS
Project Name:	
Project Address:	
Project Manager:	
Contact Phone:	
Date Risk Assessment supplied to Project Manager:	

RISK MATRIX

LIKELIHOOD	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC	SCORE	ACTION
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE		
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Rev before work
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACU	2M MO RATE	Ensure control measures in place.
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 H	1L LOW	Monitor and keep records.

HIERARCHY OF CONTROLS



Risk Rating & Required Action:

4A	Stop work. The risk is intolerable. E inate the hazar redesign the activity before proceeding. A Safe Work Method Statement (SWMS) or hi er-level authorisati is required.
3H	Review and approve additional c rols b ask arts. Senior supervisor sign-off needed.
2M	Ensure all nominated controls are in ace and effe ive. Proceed with caution; monitor conditions.
1L	Proceed, following standard operating procedures Monitor and keep records.

Consequence Scale:

Consequence	People (injury/illness)	Project / Assets	Compliance / Reputation
Catastrophic	Fatality or permanent total disability	project shutdown	Significant regulator intervention; criminal prosecution
Major	Serious injury/illness (hospital > 5 days)	critical delay	Improvement notice; major media coverage
Moderate	Medical-treatment injury; lost-time > 1 day	moderate delay	Minor breach; adverse client comment
Minor	First-aid only, no lost time	negligible delay	Isolated non-conformance
Insignificant	No injury	no schedule impact	Deviation caught and corrected on site

Notes on Hierarchy of Controls:
Remember to apply controls in the preferred order shown by the coloured pyramid:

1. **Eliminate**
2. Substitute
3. Isolate
4. Engineering
5. Administrative
6. PPE

Always document **why** a lower-order control is accepted if elimination or substitution is not reasonably practicable.

aligned with Safe Work Australia's Managing the risk of fatigue at work *(2023) and ISO 45001:2018 clauses 6–8.*

JOB STEP	POTENTIAL HAZARDS	IR	CONTROL MEASURES	RR
SPECIFIC WORK STEPS	HAZARDS THAT MAY ARISE	INITIAL RISK	SPECIFIC MEASURES TO BE PUT IN PLACE TO ELIMINATE OR CONTROL THE RISKS	RESIDUAL RISK
1. WHS Governance, Duty of Care and Legal Compliance	• Lack of understanding of duties under WHS Act 2011 and WHS Regulations • No clearly defined WHS responsibilities for managers, supervisors and leading hands overseeing gate installation and fence repairs • Inadequate consultation mechanisms with workers and subcontractors about WHS issues • Failure to ensure PCBU due diligence for directors and senior managers (e.g. no WHS reporting, limited visibility of field risks) • No process to ensure other PCBUs on site (principal contractors, landowners, councils, utilities) coordinate WHS duties • Outdated or incomplete WHS policies and procedures for rural and remote work, including installing gates, cattle grids and repairing fences • Insufficient resources (time, budget, staffing) allocated to manage WHS risks systematically	4A	• Establish and maintain a documented WH[illegible] management system aligned with WHS Act 2011, WHS Regulations and relevant Codes of Practice ([illegible] Construction Work, Managing the Risk of Falls, Hazardous Manual Tasks) • Define and document WHS [illegible]es, responsibilities [illegible]nd auth[illegible]ies for officers, managers, supervisors and workers involved in gate installa[illegible]n and fence repa[illegible] • Implement forma[illegible] WHS [illegible]vernan[illegible] structure including regular WHS meetings, performance reporting and review of i[illegible]dents, ha[illegible]rds an[illegible] orrective [illegible]tions • Develop and [illegible]force a W[illegible]S legal co[illegible]nce register covering construction activities, rural and remote work, [illegible]bile pla[illegible] traffi[illegible]control and hazardous manual tasks • Imple[illegible] structu[illegible]d consultation arrangements (HSC/H&S representatives, toolbox talks, pre-start briefing[illegible] th[illegible] specifi[illegible]lly address fence repair, gate alignment and cattle grid activities • Develo[illegible] proc[illegible]dures fo[illegible] coordination of WHS responsibilities with other PCBUs (e.g. principal [illegible]ntracto[illegible], farm[illegible]s, councils, utility providers) including written WHS interface agreements • Ensu[illegible] officers receive due diligence training and regular WHS performance reports related to gate [illegible]stallation[illegible] and fence repair operations	3H
2. Contractor Management and Labour Hire Controls	• Engagement of f[illegible]cing contractors and subcontractors wit[illegible]t WH[illegible]-qualification • Use of unlicensed or unqualified workers for tasks requirin[illegible] competencies (e.g. plant operation, traffic control, electrical work near overhead lines) • Labour hire workers unclear about who is responsible for supervision, equipment and WHS reporting • Inconsistent safety standards between principal contractor and fencing subcontractors installing gates and cattle grids • Lack of verification of insurances, risk assessments, SWMS and training records for contractors	4A	• Establish a contractor pre-qualification process requiring evidence of WHS management systems, insurances, licences, and relevant experience in gate installation and fence repairs • Implement written WHS requirements in contracts, including obligations for SWMS development, incident reporting, consultation and supervision arrangements • Require all fencing contractors and labour hire providers to supply competency evidence (tickets, licences, VOCs) for plant operation, traffic control, working at heights and rural work hazards • Develop a contractor induction process that explains site-specific WHS rules, emergency procedures, hazard reporting and interface arrangements with other PCBUs • Implement a system for planned WHS inspections and performance reviews of contractors, including observation of practices such as manipulating metal gates, installing cattle grids and repairing enclosures • Ensure clear documented arrangements with labour hire providers regarding provision of PPE, plant, supervision and WHS reporting obligations • Include WHS performance indicators and non-conformance consequences within contractor agreements	2M

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	• No system for monitoring contractor WHS performance on site			
3. Competency, Training and Supervision	• Inadequate training in safe handling and adjustment of heavy metal gates and fence components • Lack of competency in use of hand tools, power tools and small plant used for fence repairs and gate installation • Insufficient training in hazard identification, risk assessment and use of SWMS for specific tasks • New or young workers performing unsupervised high-risk tasks such as installing cattle grids or manipulating large gates • Supervisors lacking WHS leadership skills and knowledge of legislative requirements • No verification of competency for rural and remote work, including dealing with livestock and unstable ground	4A	• Develop a competency framework for roles involved in gate installation and fence repairs, detailing required skills, licences and experience • Implement structured induction and task-specific training covering adjusting gate alignment, attaching gate hardware, removing existing fence sections and repairing damaged enclosures • Use Verification of Competency (VOC) assessments for workers operating plant, using power tools or performing high-risk construction work • Provide supervisor training focused on WHS obligations, hazard identification, incident reporting and effective field supervision of contractors • Implement a mentoring and close-supervision program for new, young or inexperienced workers until competencies are demonstrated • Maintain an up-to-date training register and system to track refresher training and licence renewals • Require regular toolbox talks that address recent incidents, near misses and changes in procedures related to gate and fence activities	2M
4. Planning, Site Assessment and Job Design	• Gate installation and fence repair work scheduled without adequate site reconnaissance or pre-job risk assessment • Failure to identify underground and overhead services where fence posts, cattle grids and gates are to be installed • Poor job design leading to excessive manual handling, awkward postures and ad-hoc lifting of heavy gates • No planning for sequencing of works, resulting in workers exposed to traffic or mobile plant unnecessarily • Inadequate consideration of livestock movements, vehicle access, and security when altering or removing fences and gates • Insufficient planning for work near watercourses, steep terrain, unstable soil or eroded fence lines	4A	[redacted]	2M

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5. Design, Procurement and Integrity of Gates, Fences and Cattle Grids	• Poor design of gates, hinges, latches and posts leading to gate sagging, misalignment or uncontrolled movement • Procurement of substandard or unsuitable materials for rural conditions (corrosion, load rating, impact resistance) • Cattle grids and enclosures not designed for expected vehicle loads or livestock types, increasing risk of structural failure • Inadequate specification of anti-crush clearances and pinch point control around gates and hardware • Failure to standardise hardware, making maintenance and inspection inconsistent • No formal process to review design changes or non-standard repairs to fences and enclosures	4A	[redacted]	2M
6. Plant, Tools and Equipment Management	• Lack of planned maintenance for vehicles, post drivers, augers, welders and cutting tools used in [redacted] repairs and gate installation • Use of unsuitable or defective lifting devices for manipulating [redacted] gate or handling fence panels • No system for inspection and tagging of electrical tools and leads [redacted] for attaching gate hardware or cutting metal • Poor control of small plant and equipment leading to unauthorised use or removal of safety guards • Inadequate availability of mechanical aids, resulting in manual handling of heavy gates and steel components • Failure to manage vibration, noise and dust hazards from equipment used during removal of existing fences and installation of cattle grids	4A	[redacted]	2M

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7. Vehicle and Mobile Plant Operations (On-Road and Off-Road)	• Inadequate journey management and fatigue controls for workers travelling to remote fencing and gate installation sites • Uncontrolled interaction between service vehicles, farm machinery and workers on foot near fence lines and gates • Use of unsuitable vehicles for rough terrain, steep slopes or wet ground when accessing fence repair locations • Insufficient systems for securing loads such as metal gates, fence posts and cattle grid components during transport • Lack of clear rules for reversing, spotters and exclusion zones around vehicles and machinery • No integration of traffic management planning when working adjacent to public roads or property entrances	4A	[redacted]	2M
8. Manual Handling and Ergonomics in Gate and Fence Work	• Systemic reliance on manual lifting, carrying and holding of heavy gates, posts and rails • Inadequate planning leading to solo lifting of long or awkward components when adjusting gate alignment or removing existing fence sections • Poor job layout causing repetitive bending, twisting and overreaching work during repairs to enclosures • Lack of controls for cumulative strain from post driving, wire tensioning and repeated handling tasks • No formal assessment of manual task risks, particularly for older workers or those with pre-existing injuries	4A	[redacted]	2M
9. Working at Heights, Uneven Terrain and Ground Stability	• Installation and repair of fences and gates on slopes, embankments or unstable ground without appropriate planning	3H	[redacted]	2M

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	• Use of ladders and makeshift platforms for attaching gate hardware or repairing higher sections of enclosures • Risk of falls into trenches, post holes or cattle grid pits during installation and repair • No formal system to assess and control work at heights under the construction work requirements • Ground collapse or loss of footing when removing old fence posts or digging foundations for gates and grids		[redacted]	
10. Environmental, Weather and Remote/Isolated Work Risks	• Exposure to extreme heat, UV, cold, wind and sudden weather changes during outdoor gate and fence operations • Workers operating alone or in small crews in remote locations without effective communication and monitoring • Inadequate planning for wildlife, insects, snakes and livestock hazards in paddocks and enclosures • Insufficient potable water, shelter and amenities at remote fence repair sites • Delayed emergency response time due to distance, poor access or lack of accurate location information		[redacted]	2M
11. Public, Client and Third-Party Interface	• Uncontrolled access by the public, landholders or livestock through partially removed or unfinished fences and gates • Insufficient segregation between work areas and public roads, driveways or shared farm tracks • Poor communication with landowners about temporary changes to access, stock containment and security during fence repairs • Inadequate control of children, visitors or other contractors around open cattle grid pits or unstable structures	3H	[redacted]	2M

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	• Failure to manage reputational and legal risks arising from injury or property damage to third parties		[redacted]	
12. Hazardous Materials, Welding and Hot Work on Metal Fences and Gates	• Uncontrolled welding, cutting and grinding on metal gates and fences leading to fire or explosion, particularly near vegetation or enclosed areas • Exposure to welding fumes, metal dust and coatings (e.g. galvanising, lead-based paints) without adequate controls • Improper storage and handling of gas cylinders, fuels and flammable liquids used for repairs and installations • Lack of formal hot work permitting for high-risk environments (e.g. near hay, fuel storage, timber structures) • Inadequate earthing, electrical safety and ventilation for welding equipment used on remote properties	3H	[redacted]	2M
13. Electrical, Utilities and Service Interference	• Contact with underground utilities (power, water, gas, communications) when installing posts [illegible] gates or new fences • Work near overh[illegible]d powerli[illegible]h raised posts, long m[illegible] or tall gates creating risk of arcing or conta • Inadequate controls when modif[illegible]g or working near electric fenc[illegible] gate energisers • Lack of coordination with utility providers leading to unexpected energisation or service faults • Insufficient training and awareness of no-go zones and exclusion distances around live electrical assets	4A	[redacted]	2M
14. Incident Management, Reporting and Corrective Actions	• Under-reporting of near misses and minor injuries associated with gate alignment, hardware attachment and fence repair work	3H	[redacted]	1L

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	• Lack of a structured process to investigate incidents and identify root causes in systems and procedures • Delayed or incomplete notification of notifiable incidents to the regulator as required by WHS legislation • Corrective actions not tracked to completion, leaving underlying risks unaddressed • Limited feedback loop from incidents back into training, procedures and design standards		[redacted]	
15. Health Monitoring, Fatigue, Alcohol and Other Drugs	• Workers performing physically demanding gate and fence work while fatigued, leading to errors and reduced situational awareness • No formal system for managing alcohol and other drug risks, including contractors and remote workers • Failure to identify and manage worke with pre-existing musculoskeletal or health conditions affected by manual tasks and climatic exp are • Psychosocial risk ncluding isolation, high workloads, ti pressu conflict with landow clients	3H	[redacted]	2M
16. Documentation, Records and Continuous Improvement	• Out-of-date or inaccessible WH documents, including pro s and SWMS for gate and fence work • Inconsistent use of forms and checklists across teams and contractors, leading to variable control implementation • Loss of maintenance, inspection and training records required to demonstrate due diligence under the WHS Act • No structured process to review risk assessments when work methods, equipment or legislation change	3H	[redacted]	1L

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			[redacted]	

EMERGENCY RESPONSE – CALL 000 FOR EMERGENCIES

Ensure to have an Emergency Management Plan in place as well as adequate numbers of trained first aid staff with easy access to fully stocked first aid kits, rescue equipment, material safety data sheets, adequate access to emergency communication equipment and fire-fighting equipment suitable for all classes of fire and ignition sources.

LEGISLATIVE REFERENCES

RELEVANT LEGISLATION AND CODES OF PRACTICE. DELETE THE LEGISLATIVE REFERENCES FOR ANY STATE THAT ARE NOT APPLICABLE

Queensland & Australian Capital Territory
Work Health and Safety Act 2011
Work Health and Safety Regulations 2011
Legislation QLD: https://www.worksafe.qld.gov.au/laws-and-compliance/work-health-and-safety-laws
Codes of Practice QLD: https://www.worksafe.qld.gov.au/laws-and-compliance/codes-of-practice
Legislation ACT: https://www.worksafe.act.gov.au/laws-and-compliance/acts-and-regulations
Codes of Practice ACT: https://www.worksafe.act.gov.au/laws-and-compliance/codes-of-practice

New South Wales
Work Health and Safety Act 2011
Work Health and Safety Regulations 2025
Legislation NSW: https://www.safework.nsw.gov.au/legal-obligations/legislation
Codes of Practice NSW: https://www.safework.nsw.gov.au/resource-library/list-of-codes-of-practice

Northern Territory
Work Health and Safety (National Uniform Legislation) Act 2011
Work Health and Safety (National Uniform Legislation) Regulations 2011
Legislation NT: https://worksafe.nt.gov.au/laws-and-compliance/workplace-safety-laws
Codes of Practice NT: https://worksafe.nt.gov.au/forms-and-resources/codes-of-practice

South Australia
Work Health and Safety Act 2012 (SA)
Work Health and Safety Regulations 2012 (SA)
Legislation for SA: https://www.safework.sa.gov.au/resources/legislation
Codes of Practice for SA: https://www.safework.sa.gov.au/workplaces/codes-of-practice#COPs

Tasmania
Work Health and Safety Act 2012
Work Health and Safety (Transitional and Consequential Provisions) Act 2012
Work Health and Safety Regulations 2012
Work Health and Safety (Transitional) Regulations 2012
Legislation for TAS: https://worksafe.tas.gov.au/topics/laws-and-compliance/acts-and-regulations
Codes of Practice for TAS: https://worksafe.tas.gov.au/topics/laws-and-compliance/codes-of-practice

Details of permits, licenses or access required by regulatory bodies (add or delete as required):

- Permits from local council
- Authorisation to commence work
- Any required documents.

Victoria
Occupational Health and Safety Act 2004
Occupational Health and Safety Regulations 2017
Legislation VIC: https://www.worksafe.vic.gov.au/occupational-health-and-safety-act-and-regulations
Codes of Practice VIC: https://www.worksafe.vic.gov.au/compliance-codes-and-codes-practice

Western Australia
Work Health and Safety Act 2020
Work Health and Safety Regulations 2022
Legislation Western Australia: https://www.commerce.wa.gov.au/worksafe/legislation
Codes of Practice WA: https://www.commerce.wa.gov.au/worksafe/codes-practice

Safe Work Australia Links
Law and Regulation (All States): https://www.safeworkaustralia.gov.au/law-and-regulation
Model Codes of Practice: https://www.safeworkaustralia.gov.au/resources-publications/model-codes-of-practice

Model Codes of Practice

- Managing noise and preventing hearing loss at work
- Confined spaces
- Labelling of workplace hazardous chemicals
- Managing risks of hazardous chemicals in the workplace
- Welding processes
- First aid in the workplace
- Managing the risk of falls at workplaces
- Hazardous manual tasks
- Managing the risk of falls in housing construction
- Managing electrical risks in the workplace
- Demolition work
- Excavation work
- Work health and safety consultation, cooperation and coordination
- Managing the work environment and facilities
- How to manage work health and safety risks
- Managing risks of plant in the workplace
- Construction work