

Sports Court Construction

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

THIS RISK ASSESSMENT IS APPROVED BY THE PCBU ON THIS 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	HIERARCHY OF CONTROLS	
ALMOST CERTAIN	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4 ACUTE			Elimination Remove the hazard.	
LIKELY	2 MODERATE	3 HIGH	3 HIGH	4 ACUTE	4 ACUTE	4A ACUTE	DO NOT PROCEED	Substitution Replace the hazard.	
POSSIBLE	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	4 ACUTE	3H HIGH	Review before work starts.	Isolation Isolate People from the hazard	
UNLIKELY	1 LOW	1 LOW	2 MODERATE	3 HIGH	4 ACUTE	2M MODERATE	Ensure control measures in place.	Engineering Isolate the hazard	
RARE	1 LOW	1 LOW	2 MODERATE	3 HIGH	3 HIGH	1L LOW	Monitor and keep records.	Administrative Change	
								PPE	

Risk Rating & Required Action:	
4A	Stop work. The risk is intolerable. Eliminate the hazard or redesign the activity before proceeding. A Safe Work Method Statement (SWMS) or higher-level authorisation is required.
3H	Review and approve additional controls before task starts. Senior supervisor sign-off needed.
2M	Ensure all nominated controls are in place and effective. 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. Project Governance, WHS Leadership & Consultation	<ul style="list-style-type: none"> Lack of clear WHS leadership and accountability for sports and padel court construction activities Insufficient consultation with workers, subcontractors and HSRs on design and construction risks Inadequate integration of WHS Act 2011 and WHS Regulation requirements into project governance documents Conflicting commercial, time and safety priorities leading to unsafe decisions Poor communication of WHS expectations to overseas padel system suppliers or designers Absence of documented WHS objectives, performance indicators and review processes 	4A	<ul style="list-style-type: none"> Establish a documented WHS governance structure for the project, clearly defining officers, PCBUs, supervisors and worker responsibilities in line with WHS Act 2011 due diligence requirements Develop a project-specific WHS management plan that covers sports and padel court construction activities, endorsed by senior management prior to mobilisation Implement formal worker consultation and participation arrangements (e.g. toolbox forums, WHS committee, HSR engagements as required by the WHS Act) Include WHS performance objectives, lead and lag indicators, and reporting frequency in the project execution plan and contract agreements Require senior management to undertake regular site walks and WHS review meetings, documenting actions and outcomes Ensure that international padel court suppliers, designers and engineers receive and acknowledge Australian WHS standards and project WHS requirements Regularly review governance arrangements and WHS plan effectiveness at key project milestones and after significant incidents or changes 	3H
2. Design, Engineering & Structural Integrity (Sports & Padel Courts)	<ul style="list-style-type: none"> Inadequate structural design of padel court glass walls, steel framing or mesh panels for local wind and impact loads Non-compliance of sports court surfacing, lighting and fixing designs with relevant Australian Standards and NCC requirements Insufficient consideration of geotechnical conditions leading to slab movement, cracking or differential settlement Design omissions for safe access, maintenance and emergency egress around padel courts and sports courts Inadequate coordination between civil, structural, electrical and hydraulic designs resulting in clashes or unsafe installations Use of proprietary padel court designs that have not been verified for Australian conditions or local code requirements 	4A	<ul style="list-style-type: none"> Engage suitably qualified and registered engineers to design and certify sports and padel court structural elements, foundations and support systems in accordance with Australian Standards and NCC Implement a formal design management process including design briefs, design risk assessments, design coordination workshops and documented design reviews Ensure geotechnical investigations are undertaken and results are incorporated into slab and footing designs for all sports and padel courts Verify that padel glass, framing and fixings comply with relevant impact, wind and glass safety standards, with manufacturer engineering documentation reviewed and accepted by local engineers Include safe access, working at height provisions, maintenance points and emergency egress routes in the design, and document these in operation and maintenance manuals Implement a design change control procedure requiring engineering review, WHS risk assessment and client approval before variations are adopted Obtain and retain design certifications, calculations and as-built drawings for handover and future WHS reference 	2M
3. Procurement, Supplier Management & Product Compliance	<ul style="list-style-type: none"> Sourcing padel court systems, glass panels and sports surfacing that are not 	3H	<ul style="list-style-type: none"> Develop and implement a WHS-focused procurement procedure requiring verification of compliance with Australian Standards, NCC and relevant codes for all sports and padel court materials and systems 	2M

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	<ul style="list-style-type: none"> compliant with Australian Standards or local authority requirements Inadequate verification of supplier safety documentation, testing certificates and warranties Use of substandard or incompatible fixings, anchors and adhesives for sports and padel court assemblies Supply chain disruptions encouraging use of unapproved alternative materials without proper assessment Lack of clarity in contracts about WHS responsibilities, installation requirements and technical support from suppliers Importation of padel court components without appropriate conformity assessment, handling instructions or safety data 		<ul style="list-style-type: none"> Pre-qualify key suppliers and manufacturers based on documented WHS performance, quality systems (e.g. ISO 9001), and provision of compliant technical documentation Specify minimum engineering, testing, glass safety structural performance and surface performance criteria in tender and purchase documents for padel and sports court components Require certificates of conformity, test reports, warranties and installation manuals for all proprietary systems, and review them prior to approval to use Establish a controlled process for substitution of materials or systems, including engineering review, WHS risk assessment and client sign-off Incorporate clear WHS design support and installation support obligations into supplier contracts, including access to technical representatives during construction Maintain a central procurement register documenting approved products, compliance evidence and any restrictions of use 	
4. Contractor Selection, Capability & Subcontractor Management	<ul style="list-style-type: none"> Engagement of contractors without demonstrated competence in sports or padel court construction Inadequate assessment of contractor WHS management systems and historical performance Fragmented subcontracting arrangements leading to unclear WHS responsibilities and supervision gaps Language and literacy barriers affecting understanding of WHS requirements and manufacturer instructions Failure to verify licences, high-risk work qualifications and trade competencies Poor integration of specialist padel court installers with principal contractor WHS systems 	4A	[REDACTED]	2M

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5. Site Planning, Traffic Management & Public Interface	<ul style="list-style-type: none"> • Poor separation of construction activities from public, club members or facility users in active sports precincts • Inadequate traffic management for delivery of padel glass, steel, concrete and plant within constrained urban sites • Uncontrolled interaction between mobile plant, delivery vehicles and pedestrian routes • Insufficient hoarding, fencing or wayfinding around open excavations, partially built courts or overhead work • Inadequate management of after-hours site security leading to unauthorised access to incomplete sports or padel courts • Failure to coordinate with nearby sporting activities, schools or community events increasing exposure to construction hazards 	4A	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M
6. Ground Conditions, Civil Works Oversight & Environmental Management	<ul style="list-style-type: none"> • Unidentified underground services causing strikes during excavation or footing construction • Inadequate drainage design or temporary stormwater management leading to site flooding or unstable working platforms • Poorly planned excavation support increasing risk of collapse, undermining adjacent courts or structures • Uncontrolled dust, noise and vibration affecting neighbours or workers in adjacent facilities • Inadequate spoil, waste and run-off management resulting in environmental harm and regulatory non-compliance 	3H	<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	2M

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7. Plant, Equipment & Lifting Systems (Including Glass & Structural Elements)	<ul style="list-style-type: none"> • Use of unsuitable cranes, telehandlers or lifting gear for heavy or fragile padel glass and steel frames • Inadequate inspection and maintenance systems for plant and lifting equipment • Poorly planned lifts near existing buildings, roads or overhead services • Insufficient competence of operators, doggers and riggers involved in positioning padel court structures • Inadequate systems for managing mobile plant interactions within tight sports facility environments • Failure of temporary propping or bracing during installation of frames, glass walls or lighting structures 	4A	[REDACTED]	2M
8. Working at Height, Fall Prevention & Access Systems	<ul style="list-style-type: none"> • Inadequate planning for installation of overhead netting, fencing, lighting and high-level glass or mesh panels • Use of improvised access methods instead of designed scaffolds or elevated work platforms • Poorly maintained or incorrectly erected scaffolding and edge protection systems • Insufficient controls for working over partially completed courts, voids or adjacent public areas • Inadequate training and supervision in the use of EWP, fall arrest systems and temporary stairs or platforms 	4A	[REDACTED]	2M
9. Hazardous Manual Tasks, Materials Handling & Ergonomics	<ul style="list-style-type: none"> • Manual handling of heavy or awkward padel glass panels, steel members and court surfacing rolls 	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> • Repetitive tasks associated with fastening, bolting, laying surfacing or line-marking • Poorly planned delivery sequences causing double-handling and ad hoc storage of materials • Inadequate use of mechanical aids for material movement within constrained court footprints • Insufficient training on correct handling techniques and risk factors for musculoskeletal disorders 		[REDACTED]	
10. Electrical, Lighting & Services Integration	<ul style="list-style-type: none"> • Poorly designed or undocumented electrical reticulation for sports lighting, padel court power and associated equipment • Inadequate isolation and lockout systems during connection or modification of electrical circuits • Use of non-compliant temporary power, leads and lighting during construction work • Coordination failures between electricians, civil works and padel installers leading to damaged conduits, live services exposure and unsafe junctions • Insufficient protection of completed electrical installations from impact during subsequent construction activities 	3H	[REDACTED]	2M
11. Hazardous Substances, Adhesives & Surface Coatings	<ul style="list-style-type: none"> • Use of adhesives, resins, sealants and paints for sports and padel courts without adequate ventilation or exposure controls • Inadequate review of Safety Data Sheets and incompatibility between products and substrates 	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> Poor storage and labelling of chemicals, including imported proprietary padel system products Generation of vapours, fumes or overspray affecting neighbouring facilities or enclosed padel court enclosures Inadequate waste handling and disposal procedures for leftover chemicals and contaminated materials 		[REDACTED]	
12. WHS Documentation, SWMS, Induction & Training Systems	<ul style="list-style-type: none"> Lack of a structured WHS documentation framework for sports and padel court construction activities Generic or non-task-specific SWMS that do not address unique hazards such as glass installation and enclosed court structures Inadequate induction processes leading to poor understanding of site-specific rules and risks Insufficient training records and verification of competency for key roles Failure to keep documentation current with design or scope changes 		[REDACTED]	2M
13. Emergency Preparedness, Incident Management & First Aid	<ul style="list-style-type: none"> Inadequate planning for emergencies specific to padel and sports court works such as glass breakage, structural instability or falls from height Insufficient first aid resources and trained personnel for the scale and nature of the project 	3H	[REDACTED]	2M

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	<ul style="list-style-type: none"> Poor communication systems for summoning assistance, particularly in large or multi-court facilities Lack of incident reporting and investigation systems to identify and address root causes Failure to coordinate emergency arrangements with venue operators or neighbouring facilities 		[REDACTED]	
14. Health, Fatigue, Psychosocial Risks & Welfare Facilities	<ul style="list-style-type: none"> Extended working hours or compressed programs during peak construction phases leading to fatigue-related errors Heat stress or exposure to cold and wet conditions on outdoor sports court projects Psychosocial risks including high work pressure, remote work, FIFO crews or interface tensions with club members and the public Inadequate amenities including toilets, drinking water and shelter, particularly on temporary or staged installations Poor management of environmental monitoring for noise, vibration or chemical exposures where relevant 	3H	[REDACTED]	2M
15. Commissioning, Handover & Operational Transition	<ul style="list-style-type: none"> Incomplete or undocumented inspections prior to opening sports and padel courts to users Failure to communicate residual risks, maintenance requirements and operating limitations to facility owners and managers Inadequate testing of lighting, surfacing performance, run-off areas and emergency egress before public use 	3H	[REDACTED]	1L

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	<ul style="list-style-type: none"> Lack of clear responsibilities for rectifying defects identified post-handover Users or club members accessing courts before they are safe or before coatings, adhesives or surfaces have cured 		<div style="background-color: black; height: 15px; width: 100%;"></div> <div style="background-color: black; height: 15px; width: 100%;"></div> <div style="background-color: black; height: 15px; width: 100%;"></div>	

SAMPLE

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>

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>

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-codes-of-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>

Northern Territory

Work Health and Safety (National Uniform Legislation) Act 2011
 Work Health and Safety (National Uniform Legislation) Regulation 2011
 Legislation NT: <https://worksafe.nt.gov.au/laws-and-compliance/workplace-safety-laws>
 Codes of Practice NT: <https://worksafe.nt.gov.au/laws-and-compliance/codes-of-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>

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>

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

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.