



STORMY WEATHER POLICY

(Draft – 28 April 2013, edited and approved – 02/10/14)

Purpose: BFMInc needs a “stormy weather” policy for market set-up, to comply with Occupational Health and Safety (OHS) and Workplace Health and Safety (WHS) standards. This policy helps ensure safety during the occasional wind and rain storms on market day. Having such a policy – along with compliance by members – would fulfil BFMInc’s duty-of-care to its members and customers under our public liability policy.

Background: A recent, bad weather morning at Byron highlighted a lack of basic stall set-up equipment –let alone extra security measures for storm weather. In addition, there was no BFMInc policy or procedure for setting-up the market in extreme weather.

Issues: Marquee: This is the main hazard so it dominates stormy weather policy. BFMInc needs a standard policy requiring marquees be set up as per instructions and rating –with adequate emergency kit – or BFMInc may be liable.

Storm kit: Stallholders need to carry an emergency set-up kit for stormy weather. This includes items such as extra bracing for marquees and raised holders for power cords – one nick in a power cord lying in water will cause death.

Forecast: BFMInc needs to be able to cancel a market in advance if extreme conditions are forecast.

Site set-up: The BFMInc On-site Manager requires an agreed set-up procedure during stormy weather

Policy

1. Storm kit: Eight heavy pegs (small pegs are ineffective in a storm); guy ropes for pegs, spare rope for tying off; at least four sandbags/water weights to secure feet of marquee; heavy cable-ties or rope.

Two people on-site per stall to set up in a safe manner; marquee kept low until pegs in feet or weights attached; additional ropes then tied to ground pegs, a tree or a car; double-check neighbour’s marquees are pegged down correctly.

Ensure electrical equipment and cables are well away from water. Stallholders may need to buy raised stands for long cables.

As a duty of care, all stall staff must be trained in storm weather set-up with correct equipment and procedures.

2. Forecast: On-site Manager and Committee to assess forecast at midday prior to a market. If the forecast is a severe weather warning, the market may be cancelled and members notified immediately by email. Marketing person to also advise media for the benefit of members and customers.

3. Site set-up: If the market goes ahead but the weather worsens early in the morning, the On-site Manager and any Committee Members present shall conduct an on-site inspection at 6am and decide if the market is to continue.

Due to the need to comply with safety standards, the On-site Manager's decision will be final and no negotiations, complaints or bullying are acceptable. These inhibit the On-site Manager carrying out emergency duties, delay market set-up and jeopardise the safety of the site.

Failure to comply with any decisions by the On-site Manager, shall be penalised severely by BFMInc, as it breaches the law and Council approvals, and puts at risk the market, the members themselves, and BFMInc's image.

This policy should be read in conjunction with the BFMInc Health and Safety Policy.