



Campfire Risk Management Plan

CCC Camps

Activity Context

CCC Camps allows groups to conduct campfires on our site subject to certain conditions. Where possible a campfire should be booked in advance so that it can be properly setup and conditions checked.

CCC Camps can at any time refuse a group to the right to hold a campfire for any reason, though in most cases these will relate to fire bans, extreme hot weather or windy conditions. Consideration is also given to our neighbours and the effect smoke may have.

This document contains the specific risks, control measures and grading for a campfire run by a guest group. Please refer to general Risk Management Plans for a list of general risks and control measures relevant for all CCC Camps facilities, as well as risk rating information.

Procedures for Campfire

- Campfires must not be lit on days of Total Fire Ban. The site may also ban fires if the fire danger rating is 'Severe' or higher, or if conditions are not favourable for a fire in the estimation of site management.
- The Fire Danger Rating and Total Fire Ban must be checked on the day of the planned campfire (<https://www.rfs.nsw.gov.au/fire-information/fdr-and-tobans>). All our sites are in the 'Greater Sydney' region.
- All regulations and laws on fire safety and management are to be followed. Consideration should be given to Council requirements, Rural Fire Service and National Parks regulations.
- Campfires must be in designated campfire areas and be contained to the size of the campfire circle.
- All campfires must have running water available to the campfire area.
- Campfire areas should be free of combustible material lying around the campfire area (leaves, small sticks etc.)
- Only wood/timber free from chemicals is to be burnt in as fuel for the fire, apart from solid firelighters/paper for lighting the fire. Using liquid or gas fuels on the campfire is strictly prohibited.
- Campfires must be supervised at all times by a responsible adult designated by the group.

Risk Management Plan

Hazard / Risk Description	Existing Control Measures	Risk Rating		
		Likelihood	Consequence	Control Effectiveness
Campfire Specific – Risk factors specifically associated with the campfire at CCC Camps				
Burns From fire	<ul style="list-style-type: none"> • Campfires must be supervised at all times by a responsible adult • Running water available to campfire area • Participants required to remain appropriate distance from fireplace • Participants must not sit around fire (crouch or stand) • Any fire-lighting conducted under strict supervision • All fires are in purpose-built fireplaces • Participants must not be allowed to put anything on fire or take anything from fire without adequate supervision • Only wood/timber free from chemicals is to be burnt in as fuel for the fire, apart from solid firelighters/paper for lighting the fire 	Unlikely	Moderate	Medium
Bushfire From fire getting out of control	<ul style="list-style-type: none"> • Campfires must be supervised at all times by a responsible adult • All fires must be contained to purpose-built fireplaces • Running water available to campfire area • Campfires must be thoroughly put out when no longer supervised • Campfires located in cleared area surrounded by green vegetation • Only wood/timber free from chemicals is to be burnt in as fuel for the fire, apart from solid firelighters/paper for lighting the fire • Fires must not be lit on days of Total Fire Ban and should not be lit if the Fire Rating is Severe or more. • All directions from relevant authorities, including NSW Fire Service, Rural Fire Service, and National Parks are to be followed 	Rare	Catastrophic	Medium
Smoke Inhalation, stinging eyes	<ul style="list-style-type: none"> • Fires constructed to have as little smoke as possible (dry timber etc.) • Participants encouraged to stand out of smoke, stay low 	Likely	Minor	Medium

Risk Rating Matrix

All identified risks are recorded in the following risk matrix according to likelihood and consequence. The purpose of this matrix is to provide a snapshot of all identified risks and establish the level of risk to determine if further treatment is required.

Likelihood	Consequences				
	1 - Insignificant	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
1 - Rare	1	2	3	4	5 Bushfire
2 - Unlikely	2	4	6 Burns	8	10
3 - Possible	3	6	9	12	15
4 - Likely	4	8 Smoke	12	16	20
5 - Almost certain	5	10	15	20	25

Risk Treatment

1-4 Low Risk <ul style="list-style-type: none"> Risk does not generally need to be managed any further (current controls are adequate), however the risk needs to be monitored for changes in circumstances and current control effectiveness. Risk generally may be accepted. 	10-14 High Risk <ul style="list-style-type: none"> Risk is unacceptable, risks must be further treated or removed to bring rating to medium Risks are to be re-assessed by Activities Manager
5-9 Medium Risk <ul style="list-style-type: none"> Risk needs to be regularly monitored for any changes and control/treatment effectiveness. Risk may be accepted after consideration. 	15+ Extreme Risk <ul style="list-style-type: none"> Unacceptable risk, urgent attention is required to treat or remove risks Management to consider elimination of activity

Risk Assessment Conducted by: *Program Manager, CCC Central Coast*

Date of Risk Assessment: *5th February 2021*

Date of Next Review: *February 2022*