
P15 SAFETY 1ST POLICY

Scheduled Reviewed Triennially or as required

Date of Board Approval

8 November 2016

Last Board Review: 25 November 2024

Introduction

KA as the national governing body for Karting in Australia and together with the Member States and the Affiliated Clubs applies a Safety 1st principal to all karting and karting related activities.

The Karting Australia Safety 1st Policy is the core pillar for all safety, risk management, Circuit operations, design and implementation at Karting venues across Australia.

Purpose

The purpose of this policy is to:

1. Provide a framework and overview of the KA Safety 1st Policy.
2. Outline the methodology and processes used by KA officeholders, staff, contractors, volunteers plus affiliated Associations and Clubs.
3. Clarify the responsibilities of different parties in implementing this policy.

KA's Commitment To Safety 1st

KA's Officeholders, executives, staff, contractors and volunteers are committed to ensuring a Safety 1st approach to all karting operations including Competition, Karting Activities (including Practice), Circuit operations and design.

To enable this commitment, a framework has been developed that includes:

1. This Policy
2. Licencing policy for all drivers that recognises the requisite skill to operate and race karts of varying performance
3. Upholding driver and public safety principles
4. Developing and maintaining requirements of safety and fairness through the National Competition Rules
5. Enforcing technical requirements, regulations and safety controls for karts
6. Accreditation and training of Circuit inspectors
7. Accreditation and training of Officials who have responsibility for the safe and orderly conduct of Race Meetings
8. Oversight of Circuit inspection processes by the National Circuit Safety Committee (NCSC) and the National Circuit Inspector
9. Clearly defined process for accrediting new, renovated or modified Circuits
10. Circuit build guidelines that are clear and unambiguous
11. Officials training programs with safe operation methodologies
12. KA Manual that encompasses Safety 1st principles in event operational requirements
13. Targeted Risk Assessment (TRA) methodology for Circuit and facility inspections and Circuit licencing

14. Providing guidance in the application of a common risk management process through the implementation of
KARM - KA's Risk Management program
15. Event Permit requirements and documentation including requirement for the completion of a comprehensive pre-racing checklist as an integral component of KARM
16. Providing accident and liability insurance cover for all participants in KA sanctioned karting activity

Policy

The KA Safety 1st Policy encompasses a number of elements:

1. Implementation including the following items:
 - Circuit and facility inspections utilising a TRA approach
 - KARM
 - Operational hazard identification and management
 - NCSC providing oversight
 - Structured operational procedures for managing race meetings
 - Information for Circuits to ensure that Circuits remain compliant at all times
 - KA Manual development with structures supporting Safety 1st Policy
 - Biennial Circuit inspections to hold a KA Circuit licence
2. Education and Training including the following items:
 - Training and accreditation for Circuit inspectors as part of the KA Accreditation process
 - Training and accreditation for Officials on best and safest operating principles
 - Exposure of local Officials to national events and operational methodologies
 - Training at club level by club safety officers
3. Event Operations and preparations including the following items:
 - Permit process for events via KA for National Level events or each State Karting Association
 - Check list for event managers to confirm Safety 1st principles in place
 - TRA process for managing risk
 - Audit & Compliance program on safety and operational methodologies
 - KARM program
 - Serious Incident guidelines

Policy Delivery and Implementation

KA Board

Oversight, review of Policy and that it continues to deliver and fit within KA's Policy framework.

Oversight of the role of the Safety 1st policy within KA's overall Risk Management framework. Whilst ultimately responsible for all Policies, the Board may delegate its operational and monitoring responsibilities to the Executive.

Chief Executive Officer

Oversight of Executive members and the operations of the Safety 1st program – responsible for driving an evolving culture of improvement and adaptability.

Safety, Compliance & Championship Manager

Direct responsibility for driving and delivering all aspects of the Safety 1st Policy

- Build and present Circuit inspector training programs and later “train the trainer” programs to widen base of knowledge
- Chairs NCSC and develops structure with failsafe methodology to deliver outcomes compliant with Safety 1st principles
- Provide TRA based Circuit inspection methodology for use by all track inspectors for consistency
- Put in place and drive the process for new or heavily revamped Circuit approvals
- Deliver comprehensive Circuit build guidelines for use throughout KA and affiliated organizations
- Contributes to development of KA Manual with particular reference to Safety 1st principles
- Ensure that Safety 1st fits into and interfaces with KARM
- Develop Circuit overheads and information database to enable benchmarking and better storage & flow of information

National Circuit Safety Committee

The National Circuit Safety Committee will assist the Safety, Compliance & Championship Manager make recommendations to the CEO/Board in supporting the administration of safety related issues at KA licensed Circuits across Australia in accordance with the Standing Orders of the NCSC as approved by the Board from time to time including amongst other things:

- Establish the requirements necessary for the design, construction and maintenance of Karting Circuits across Australia
- Establish minimum safety requirements to be applied at all levels of karting competition in Australia
- Establish an appropriate Circuit safety inspection and audit regime
- Establish an ongoing review & update of the safety inspection and development matrix for use in the consistent assessment of all issues of safety in karting
- Consolidate, analyse review, examine, make recommendations on and maintain a matrix of track and Circuit safety issues arising from:
 - Circuit inspections
 - Stewards Reports
 - Post event debriefing and
 - Consultation with circuit owners/operators.

Staff, Contractors, Officials and Volunteers

- Use the tools provided by the Safety 1st Policy to provide consistent outcomes across the country with measurable expectations.

Affiliated Associations and Clubs

- Responsible for implementing a Safety 1st mind-set and set of procedures within their respective areas of influence and maintaining local records as required.

