

# Risk Management Plan

## Medium Sized Show

### Date(s)

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**Prepared by:** My Name  
**Title:** Show Safety Officer

**Reviewed by:**

**Name:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_

**President/Secretary Approval:**

I have reviewed and approve the Risk Management Plan.

**Name:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Date:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_

# Medium Sized Show Society Risk Management Plan

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# Medium Sized Show Society Risk Management Plan

## Scope of the Plan:

The scope of the plan established by the Medium Sized Show Society Inc (Show Society) was to develop a practical but thorough risk management plan for the 2018 Medium Sized Show.

It was agreed that the plan should complement and be compatible with those used by other agencies and that it conform with the International Standard ISO 31000:2018 Risk Management – Guidelines.

## The Context of the Plan:

The Medium Sized Show is planned and managed by the Medium Sized Show Society staffed by volunteers. The Show is expected to attract (please insert number) visitors including competitors and members of the Showmens Guild of Australia (the Guild). The show will include:

### List of Activities and Events

1	Bump-in (Set-up)	9	Horses
2	Beaut Ute Competition	11	Caged Birds
3	Cattle	12	Goats
4	Sheep	13	Poultry
5	Dogs	14	Animal Nursery
6	Exhibitions including Agricultural, Horticultural, Arts and Crafts	15	Other Foods – Independents and Show Volunteer Staffed
7	Fireworks	16	Rides
8	Food Stands – Showmen’s Guild	17	Bump-Out (Take-down)
9	Grand Parade	18	Incident Management (if necessary)

**N.B. No alcohol will be served or allowed to be brought onsite by the public or volunteers.**

The plan is intended to provide a framework for managing risks to the all persons and property onsite, including animals. It is intended for the plan to help other stakeholders, including local council, Showmen’s Guild, showground contractors and exhibitors to manage risk within their areas of responsibility with an emphasis on communication and management procedures.

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## Risk Evaluation Criteria:

The risk criteria utilised to evaluate if risk levels are acceptable are shown below.

### Measure of Likelihood

Likelihood	Description
<b>Almost Certain</b> (95% - 100% probability of occurring for this operation, project or within the planning process)	<ul style="list-style-type: none"> <li>Expected in most circumstances.</li> <li>Has occurred often in similar circumstances or</li> <li>Circumstances are in train that will cause it to happen.</li> </ul>
<b>Likely</b> (50% - 95% probability)	<ul style="list-style-type: none"> <li>Has occurred regularly in similar circumstances or</li> <li>Has occurred recently in other similar shows</li> </ul>
<b>Possible</b> (5% - <50% probability)	<ul style="list-style-type: none"> <li>Has occurred multiple times in the history of the Show and</li> <li>Circumstances remain where it can happen again</li> </ul>
<b>Unlikely</b> (<1% to 5% probability)	<ul style="list-style-type: none"> <li>Has occurred at least once in the history of the Show and</li> <li>Circumstances remain where it can happen again</li> </ul>
<b>Rare</b> (<<<1% probability)	<ul style="list-style-type: none"> <li>Has not occurred to date in any similar show and</li> <li>Is considered to have very much less than a 1% chance of occurring in the current circumstances</li> </ul>

### Measure of Consequences

Consequence	Description
<b>Catastrophic</b>	<ul style="list-style-type: none"> <li>Fatality or Total Permanent Disablement injury</li> </ul>
<b>Major</b>	<ul style="list-style-type: none"> <li>Permanent disabling injury</li> <li>Long-term loss of essential Show infrastructure – buildings, power</li> </ul>
<b>Moderate</b>	<ul style="list-style-type: none"> <li>Hospitalisation</li> <li>Damage to property – elements of the show cannot proceed</li> <li>Death of an animal</li> </ul>
<b>Minor</b>	<ul style="list-style-type: none"> <li>Minor injuries requiring basic first aid</li> <li>Property damage – little or no impact on show</li> <li>Injury to animals</li> </ul>

# Medium Sized Show Society Risk Management Plan

## Risk Rating Matrix

	Minor	Moderate	Major	Catastrophic
Almost Certain	MEDIUM	HIGH	EXTREME	EXTREME
Likely	MEDIUM	HIGH	HIGH	EXTREME
Possible	MEDIUM	MEDIUM	HIGH	HIGH
Unlikely	LOW	MEDIUM	MEDIUM	HIGH
Rare	LOW	LOW	MEDIUM	MEDIUM

## Risk Approval Schedule

RESIDUAL RISK RATING	ACTION
EXTREME	Unacceptable – Discontinue Activity
HIGH	Unacceptable – Discontinue Activity or ensure appropriate waivers are in place
MEDIUM	Acceptable – Ensure approved processes/procedures are followed
LOW	Acceptable

## Risk Assessment

A risk assessment for each Show activity or event follows. For each a list of sources of risk have been identified along with controls that are in place to ensure the activity or event can run safely. An overall risk rating for each activity or event is provided.

## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Bump-In</b>	Potential for fatalities from moving vehicles and fall from height Potential for serious injuries from slips, trips, falls and erection of events, rides, exhibitions Potential for injuries requiring hospitalisation or damage to property	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate		
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - only essential vehicles with approved passes allowed to park inside showground in defined car parking areas</li> <li>Essential administrative vehicle traffic e.g. rubbish removal are employed at quiet times of the day</li> <li>All traffic is one way with maximum speed of (Walking speed) 10KPH in force – signed and communicated via pre-show information pack</li> </ul>		A
2	Construction or collapse of structure during erection	<ul style="list-style-type: none"> <li>All marque and tent occupiers required to provide evidence of insurance.</li> <li>Guy ropes and stakes are checked for trip hazards by Show Safety Officer and ropes and stakes are clearly marked</li> </ul>		A
3	Fall from height – use of ladders to erect infrastructure	<ul style="list-style-type: none"> <li>Use of qualified contractors</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		I
4	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Use of qualified contractors</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		M
5	Animal becomes spooked or aggressive impacting people or property	<ul style="list-style-type: none"> <li>Requirement for all animals outside stalls to be kept under owner supervision at all times</li> <li>Animals housed in suitable stalls protecting animals from public</li> <li>Sufficient tethering facilities available</li> <li>Vet onsite or available</li> <li>Walkways for animals are away from pedestrian access</li> </ul>		M
6	Electric Shock	<ul style="list-style-type: none"> <li>All electrical equipment electrically tested and tagged</li> </ul>		A

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## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Beaut Ute Competition</b>	Potential for fatalities from moving vehicles Potential for serious injuries from moving vehicles Potential for injuries requiring hospitalisation from slips, trips, falls or damage to property	Catastrophic Major Moderate	Rare Rare Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate		
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Traffic Management Steward on duty as utes exit event site</li> </ul>		A
2	Construction or collapse of structure during erection	<ul style="list-style-type: none"> <li>Event Steward briefed on responsibilities to ensure all tents erected are fit for purpose and adequately secured</li> </ul>		A
3	Slip trip fall due to inadequate fencing/barricades, inadequate protection of leads and cords.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		

Name: \_\_\_\_\_

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## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Cattle</b>	Potential for fatalities from moving vehicles Potential for serious injuries from slips, trips and impact by animal Potential for injuries requiring hospitalisation or damage to property from slips, trips and impact by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate		
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>		A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		M
3	Animal becomes spooked or aggressive impacting people or property (animals not in stalls – just tethered)	<ul style="list-style-type: none"> <li>Requirement for all animals to be kept under owner supervision at all times</li> <li>Sufficient tethering facilities available</li> <li>Barrier between animals in judging area and public</li> <li>Warning signs for children to be supervised by an adult near animals</li> </ul>		M
4	Animal borne disease transferred to member of the public	<ul style="list-style-type: none"> <li>Hand wash disinfectant stations at each exit</li> <li>Warning signs re use of hand wash stations</li> </ul>		A

Name: \_\_\_\_\_

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## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
Sheep	Potential for fatalities from moving vehicles Potential for serious injuries from slips, trips and impact by animal Potential for injuries requiring hospitalisation or damage to property from slips, trips and impact by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate		
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>		A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		M
3	Animal becomes spooked or aggressive impacting people or property (animals not in stalls – just tethered)	<ul style="list-style-type: none"> <li>Requirement for all animals to be kept under owner supervision at all times</li> <li>Sufficient tethering facilities available</li> <li>Barrier between animals in judging area and public</li> <li>Warning signs for children to be supervised by an adult near animals</li> </ul>		M
4	Animal borne disease transferred to member of the public	<ul style="list-style-type: none"> <li>Hand wash disinfectant stations at each exit</li> <li>Warning signs re use of hand wash stations</li> </ul>		A

Name: \_\_\_\_\_

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## Medium Sized Show Society Risk Management Plan

Activity or Event		Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Dogs</b>		Potential for fatalities from moving vehicles Potential for serious injuries from slips, trips and impact or bite by animal Potential for injuries requiring hospitalisation from slips, trips and impact or bite by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>			A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>			M
3	Construction or collapse of structure during erection	<ul style="list-style-type: none"> <li>Event Steward briefed on responsibilities to ensure all tents erected are fit for purpose and adequately secured</li> </ul>			A
4	Animal becomes spooked or aggressive impacting people or property (animals in cages and tethered)	<ul style="list-style-type: none"> <li>Requirement for all animals to be kept under owner supervision at all times</li> <li>Sufficient tethering facilities available</li> <li>Barrier between animals in judging area and public</li> <li>Warning signs for children to be supervised by an adult near animals</li> </ul>			M

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

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## Medium Sized Show Society Risk Management Plan

Activity or Event		Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Exhibitions including Agricultural, Horticultural, Arts and Crafts</b>		Potential for fatalities from moving vehicles Potential for serious injuries from slips, trips and impact by animal Potential for injuries requiring hospitalisation or damage to property from slips, trips and impact by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>			A
2	Slip trip fall due to inadequate fencing/barricades, inadequate lighting, inadequate storage, inadequate protection of leads and cords, wet areas, improper use of ladders.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>			M

Name: \_\_\_\_\_

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## Medium Sized Show Society Risk Management Plan

Activity or Event		Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Fireworks</b>		Potential for fatalities from moving vehicles Potential for fatalities from storage of fireworks exploding Potential for serious injuries from slips, trips and impact by fireworks and their debris or spooked animals Potential for injuries requiring hospitalisation or damage to property from slips, trips and impact by fireworks or spooked animals	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>			A
	Fire involving fireworks	<ul style="list-style-type: none"> <li>Use of a licenced fireworks contractor.</li> <li>Contractor insurance Certificate of Currency noting the Show Society as an interested party.</li> </ul>			A
	Impact from individual fireworks	<ul style="list-style-type: none"> <li>Use of a licenced fireworks contractor.</li> <li>Contractor insurance Certificate of Currency noting the Show Society as an interested party.</li> <li>Fireworks display located a safe distance from public areas as depicted by contractor</li> </ul>			A
2	Epileptic seizures, agitated animals amongst surrounding residents	<ul style="list-style-type: none"> <li>Letterbox drop to neighbours 2 weeks in advance of show</li> <li>Announcements on local radio stations</li> </ul>			A
	Epileptic seizures, agitated animals amongst visitors	<ul style="list-style-type: none"> <li>Fireworks highlighted in Show program</li> <li>PA announcements 10 and 5 minutes prior to commencement of the display warning visitors and animal owners that it is about to take place.</li> </ul>			M
3	Slip trip fall due to inadequate fencing/barricades, inadequate lighting, inadequate storage, inadequate protection of leads and cords, wet areas	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>			M

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## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level	
<b>Food Stands – Showmen’s Guild</b>	Potential for serious injuries from slips, trips and impact by animal Potential for injuries requiring hospitalisation or damage to property from slips, trips and impact by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium	
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Visitors become sick due to contaminated or poorly stored/cooked food	<ul style="list-style-type: none"> <li>Showmen’s Guild Food Safety policies and procedures</li> </ul>			A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>			M

Name: \_\_\_\_\_

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# Medium Sized Show Society Risk Management Plan

Activity or Event		Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Grand Parade</b>		Potential for fatalities from moving vehicles and fall from height Potential for serious injuries from slips, trips, falls and erection of events, rides, exhibitions Potential for injuries requiring hospitalisation or damage to property	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - only essential vehicles with approved passes allowed to park inside showground in defined car parking areas</li> <li>Essential administrative vehicle traffic e.g. rubbish removal are employed at quiet times of the day</li> <li>All traffic is one way with maximum speed of (Walking speed) 10KPH in force – signed and communicated via pre-show information pack</li> </ul>			A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Use of qualified contractors</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>			A
3	Animal becomes spooked or aggressive impacting people or property	<ul style="list-style-type: none"> <li>Requirement for all animals outside stalls to be kept under owner supervision at all times</li> <li>Sufficient tethering facilities available</li> <li>Vet onsite or available</li> <li>Walkways for animals are away from pedestrian access</li> </ul>			M
4		<ul style="list-style-type: none"> <li></li> </ul>			
5		<ul style="list-style-type: none"> <li></li> </ul>			

Name: \_\_\_\_\_

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## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Horses</b>	Potential for fatalities from moving vehicles Potential for serious injuries from slips, trips and impact by animal Potential for injuries requiring hospitalisation or damage to property from slips, trips and impact by animal Potential for rider to fall and/or be impacted by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate		
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>		A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		M
3	Animal becomes spooked or aggressive impacting people or property (animals not in stalls – just tethered)	<ul style="list-style-type: none"> <li>Requirement for all animals to be kept under owner supervision at all times</li> <li>Sufficient tethering facilities available</li> <li>Barrier between animals in judging area and public</li> <li>Warning signs for children to be supervised by an adult near animals</li> </ul>		M
4	Animal borne disease transferred to member of the public	<ul style="list-style-type: none"> <li>Hand wash disinfectant stations at each exit</li> <li>Warning signs re use of hand wash stations</li> </ul>		A
5	Rider falls from horse	<ul style="list-style-type: none"> <li>Equestrian Australia Rules and Regulations apply and include safety for participants</li> <li>ASC waiver signed by all participants</li> </ul>		M

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## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Caged Birds</b>	Potential for fatalities from moving vehicles Potential for serious injuries from slips, trips and impact or bite by animal Potential for injuries requiring hospitalisation from slips, trips and impact or bite by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate		
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>		A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		M
3	Construction or collapse of structure during erection	<ul style="list-style-type: none"> <li>Event Steward briefed on responsibilities to ensure all tents erected are fit for purpose and adequately secured</li> </ul>		A
4	Animal becomes spooked or aggressive impacting people or property (animals in cages and tethered)	<ul style="list-style-type: none"> <li>Requirement for all animals to be kept under owner supervision at all times</li> <li>Sufficient tethering facilities available</li> <li>Barrier between animals in judging area and public</li> <li>Warning signs for children to be supervised by an adult near animals</li> </ul>		M
5	Animal borne disease transferred to member of the public	<ul style="list-style-type: none"> <li>Hand wash disinfectant stations at each exit</li> <li>Warning signs re use of hand wash stations</li> </ul>		A

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Goats</b>	Potential for fatalities from moving vehicles Potential for serious injuries from slips, trips and impact or bite by animal Potential for injuries requiring hospitalisation from slips, trips and impact or bite by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate		
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>		A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		M
3	Construction or collapse of structure during erection	<ul style="list-style-type: none"> <li>Event Steward briefed on responsibilities to ensure all tents erected are fit for purpose and adequately secured</li> </ul>		A
4	Animal becomes spooked or aggressive impacting people or property (animals in cages and tethered)	<ul style="list-style-type: none"> <li>Requirement for all animals to be kept under owner supervision at all times</li> <li>Sufficient tethering facilities available</li> <li>Barrier between animals in judging area and public</li> <li>Warning signs for children to be supervised by an adult near animals</li> </ul>		M
5	Animal borne disease transferred to member of the public	<ul style="list-style-type: none"> <li>Hand wash disinfectant stations at each exit</li> <li>Warning signs re use of hand wash stations</li> </ul>		A

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Poultry</b>	Potential for fatalities from moving vehicles Potential for serious injuries from slips, trips and impact or bite by animal Potential for injuries requiring hospitalisation from slips, trips and impact or bite by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate		
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>		A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		M
3	Construction or collapse of structure during erection	<ul style="list-style-type: none"> <li>Event Steward briefed on responsibilities to ensure all tents erected are fit for purpose and adequately secured</li> </ul>		A
4	Animal becomes spooked or aggressive impacting people or property (animals in cages and tethered)	<ul style="list-style-type: none"> <li>Requirement for all animals to be kept under owner supervision at all times</li> <li>Sufficient tethering facilities available</li> <li>Barrier between animals in judging area and public</li> <li>Warning signs for children to be supervised by an adult near animals</li> </ul>		M
5	Animal borne disease transferred to member of the public	<ul style="list-style-type: none"> <li>Hand wash disinfectant stations at each exit</li> <li>Warning signs re use of hand wash stations</li> </ul>		A

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Animal Nursery</b>	Potential for fatalities from moving vehicles Potential for serious injuries from slips, trips and impact or bite by animal Potential for injuries requiring hospitalisation from slips, trips and impact or bite by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate		
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Gates manned by Security or RFS or SES - instructions provided to competitors on route to take and speed limits</li> <li>Designated and signed Loading/Unloading area roped off from public access</li> </ul>		A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		M
3	Construction or collapse of structure during erection	<ul style="list-style-type: none"> <li>Event Steward briefed on responsibilities to ensure all tents erected are fit for purpose and adequately secured</li> </ul>		A
4	Animal becomes spooked or aggressive impacting people or property (animals in cages and tethered)	<ul style="list-style-type: none"> <li>Requirement for all animals to be kept under owner supervision at all times</li> <li>Sufficient tethering facilities available</li> <li>Barrier between animals in judging area and public</li> <li>Warning signs for children to be supervised by an adult near animals</li> </ul>		M
5	Animal borne disease transferred to member of the public	<ul style="list-style-type: none"> <li>Hand wash disinfectant stations at each exit</li> <li>Warning signs re use of hand wash stations</li> </ul>		A

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level	
<b>Other Foods – Independents and Show Volunteer Staffed</b>	Potential for serious injuries from slips, trips and impact by animal Potential for injuries requiring hospitalisation or damage to property from slips, trips and impact by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium	
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Visitors become sick due to contaminated or poorly stored/cooked food	<ul style="list-style-type: none"> <li>• Produce and meats purchased fresh or frozen and stored in fridges/freezers</li> <li>• Adequate fridges/freezers with access to stable source of electricity and/or back up generators</li> <li>• Signs on fridge/freezers to notify steward immediately if fridge or freezer not operating</li> <li>• Rules and Regulations of the NSW Food Authority to be followed</li> </ul>			M
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>• Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>• Volunteer Site Induction</li> <li>• Safety Officer site safety checks</li> </ul>			M

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Medium Sized Show Society Risk Management Plan

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
Rides	Potential for fatalities from ride malfunction Potential for serious injuries from slips, trips and impact by animal Potential for injuries requiring hospitalisation or damage to property from slips, trips and impact by animal	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources	Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Ride malfunction causing impact on/to person or animal	<ul style="list-style-type: none"> <li>Showmen's Guild policies and procedures</li> <li>Registration certificate checked for each ride cross referencing serial numbers to ensure they correlate</li> <li>Showmen's Guild to present current public liability insurance certificate on arrival to Show</li> </ul>		A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>		M

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Medium Sized Show Society Risk Management Plan

Activity or Event		Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
Inflatable amusements		Potential for fatalities and/or injuries from inflatable instability	Catastrophic	Rare	Medium
		Potential for serious injuries from slips, trips and impact	Major	Unlikely	Medium
		Potential for injuries requiring hospitalisation or damage to property from slips, trips and impact	Moderate	Possible	Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Inflatable malfunction causing impact on/to person or animal	<ul style="list-style-type: none"> <li>Operators policies and procedures</li> <li>Stability and appropriate bracing suitable to current weather conditions</li> <li>Operators to present current public liability insurance certificate on arrival to Show</li> <li>Show to check weather conditions during Show</li> </ul>			A
2	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>			M

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Medium Sized Show Society Risk Management Plan

		Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
<b>Bump-out</b>		Potential for fatalities from moving vehicles and fall from height Potential for serious injuries from slips, trips, falls and erection of events, rides, exhibitions Potential for injuries requiring hospitalisation or damage to property	Catastrophic Major Moderate	Rare Unlikely Possible	Medium Medium Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Movement of vehicles	<ul style="list-style-type: none"> <li>Visitors depart site before bump-out begins</li> <li>Essential administrative vehicle traffic e.g. rubbish removal after crowd departure</li> <li>All traffic is one way with maximum speed of (Walking speed) 10KPH in force – signed and communicated via pre-show information pack</li> </ul>			A
2	Collapse or other incident during de-construction of structures	<ul style="list-style-type: none"> <li>All marque and tent occupiers required to provide evidence of insurance.</li> <li>Guy ropes and stakes are checked for trip hazards by Show Safety Officer and ropes and stakes are clearly marked</li> </ul>			A
3	Fall from height – use of ladders to erect infrastructure	<ul style="list-style-type: none"> <li>Use of qualified contractors</li> <li>Showmen’s Guild WHS policies and procedures</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>			I
4	Slip trip fall due to inadequate fencing/barricades, lighting, storage, protection of leads and cords, wet areas.	<ul style="list-style-type: none"> <li>Hazards identified using yellow paint, witches hats or areas roped or barricaded off</li> <li>Use of qualified contractors</li> <li>Showmen’s Guild WHS policies and procedures</li> <li>Volunteer Site Induction</li> <li>Safety Officer site safety checks</li> </ul>			M
5	Animal becomes spooked or aggressive impacting people or property	<ul style="list-style-type: none"> <li>Requirement for all animals outside stalls to be kept under owner supervision at all times</li> <li>Animals housed in suitable stalls protecting animals from public</li> <li>Sufficient tethering facilities available</li> <li>Vet on site or available</li> <li>Walkways for animals are away from pedestrian access</li> </ul>			M

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Medium Sized Show Society Risk Management Plan

Activity or Event		Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
Incident or Emergency		<ul style="list-style-type: none"> <li>Potential for fatalities if not handled well</li> </ul>	Catastrophic	Rare	Medium
Sources		Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1	Lack of planning	<ul style="list-style-type: none"> <li>Inform local emergency services of event being held</li> <li>Development of Emergency evacuation plan</li> <li>Development of 2018 Show Risk Management plan</li> <li>Publishing of plan to all stakeholders via Show society internet site</li> <li>First aid room adequately signposted and accessible to Emergency services</li> <li>Evacuation plans in place for major event such as fire or terrorism</li> </ul>			A
2	Lack of resources	<ul style="list-style-type: none"> <li>Excess RFS, SES and St Johns Ambulance volunteers to cover for illness, no shows</li> <li>Each unit has its own First Aid Kit</li> </ul>			A
3	Poor communication	<ul style="list-style-type: none"> <li>Two – way radios supplied to area safety officers</li> <li>Mobile phones carried by all show ground safety officers and stewards</li> <li>Mobile telephone contact list published to all show ground employees and contractors</li> </ul>			A
4	Natural hazards such as wind, flood and fire	<ul style="list-style-type: none"> <li>Weather forecast checked daily</li> <li>Show Secretary has authority to cease any and all activities and events if wind, rain/hail or bushfire becomes a significant threat</li> </ul>			M

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Attachments**

## Medium Sized Show Society Risk Management Plan – Blank Template

Activity or Event	Description of Potential Consequences	Consequence Rating	Likelihood Rating	Risk Level
Sources	Current controls and adequacy of controls A = Fully Adeq. M = Moderately Adeq. I = Inadequate			
1				
2				
3				
4				
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