



# RISK MANAGEMENT PLAN

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## 1. Purpose

The purpose of this document is to detail the Risk Management Plan (RMP) of the Kings Park Equestrian Club Inc.

The RMP describes the key risks to the Club that have been identified as well as the strategies for managing or mitigating those risks.

## 2. Categories of Risk

The key categories of risks that will be addressed within this RMP are:

1. Horse Event Safety – Risks to Horses, Riders/Handlers and Spectators
2. Non-Horse Related Event.
3. Financial Risks
4. Information Loss or Corruption
5. Physical Asset Security
6. Reputation

## 3. Horse Event Safety

This category of risk refers to all risks associated with the conduct of a Club event that involves horse related activity.

Risks to consider at a horse event include risks to horses, riders/handlers and spectators.

***Horse safety takes precedence over considerations of classification, sighting, performance testing or competition.***

## 4. Technical Delegate

A technical delegate (TD) will be appointed for each event. The technical delegate has overall responsibility, on behalf of the club, for the safe conduct of an event. The technical delegate is to conduct an audit of the physical event venue prior to the commencement of an event to ensure that the venue complies with the requirements of this RMP.

The technical delegate has the authority to cancel the event or to prohibit the participation of any horse, rider or handler should they not comply with the minimum safety requirements as



detailed in this RMP. Event participants or their connections may lodge a complaint with the Club Complaints Review Committee should they believe they have received unfair treatment.

The technical delegate is to complete an Event Day Inspection as per Gow Gates EA Event Day Safety Inspection Checklist. Copies of this checklist are to be completed and stored in the Club files for reference if needed.

## **5. Waiver**

Riders and participants at KPEC events are responsible for their own safety and the safety of the horses in their care.

All participants in a KPEC event (riders and handlers), or their guardian should they be under the age of 18 years, are required to complete a waiver (refer Appendix A). This waiver is to acknowledge the risks associated with horse events and to require the participant to comply with instructions from officials at any event.

## **6. Horse and Rider/Handler Equipment and Clothing**

### **Ridden Events**

Ridden events include performance testing, displays and ridden competitions. Horse and rider equipment and clothing for any ridden event must comply with the EA rules for the equivalent official EA event.

Equipment and clothing for riding clinics are to be guided by the EA rules. Additional training equipment may be used with the agreement of the trainer and the technical delegate. Riders clothing, including boots and helmets, must comply with the EA minimum safety requirements.

### **Lead Events**

All horses (except foals) must be able to be led and controlled in a bridle or halter. Equipment must be in good condition and appropriate for the type and age of horse being presented as well as the activity being undertaken.

A dressage whip or crop may be carried. Lungeing whips may be used when horses are being free run.

When handling horse's footwear must be worn that provides protection to the top of the foot should it be stepped on by a horse. The sole of the footwear should provide be appropriate for the conditions and the event. Handlers in lead classes are not required to wear a helmet.





The technical delegate has the right to request participants change equipment or clothing should the TD consider it unsafe for the event and conditions.

## **7. Event Venue**

The technical delegate has the responsibility to conduct a risk assessment of the venue prior to the commencement of an event.

### **COMPETITION AREA**

1. The ground surface must be in good condition and free of obstructions such as holes, rocks, water troughs and other obstructions.
2. The fencing of the competition area must be appropriate for the event being undertaken
3. The competition area must be an appropriate size for the number of participants
4. Any jumps or other equipment must be in good repair and safe condition
5. The holding/practice area for competitors must be free from ground obstructions and appropriate for the number of competitors.

### **SPECTATOR AREA**

1. The designated spectator area ground surface must be free from obstructions as with the competition area (above).
2. All spectator traffic areas must be clear and safe
3. Any viewing structures must be in good condition and well maintained
4. Spectators must be separated from horses by an appropriate barrier. Should a physical barrier not be available marshals are required to direct spectators away from horse traffic areas.

### **VEHICLE AREA**

1. Vehicles are to be parked in a designated vehicle parking area
2. The designated vehicle parking area should allow safe access for horses to horse traffic areas
3. The vehicle parking area must be suitable for its purpose. Where appropriate horse transport parking should be separated from spectator parking.
4. There must be a suitable area for the loading and unloading of horses.

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## **FENCING**

1. Alternatives to perimeter fencing include internal fencing or operational procedures that staff and participants comply with.
2. In the absence of fencing the TD must be satisfied that the operational procedures are appropriate to the risk presented.

## **WEATHER AND TEMPERATURE**

1. Consideration should be given to the appropriate protection required for horses, participants and spectators from weather conditions.
2. Wherever possible shade should be available at the event venue for spectators. This need not provide full shade protection while spectating.
3. Water for horses must be available at all event venues. It is not required to provide buckets.
4. Water or other beverages must be available for spectators, participants and officials. These can be available for purchase. A source of water fit for human consumption satisfies this requirement.
5. Should there be specific environmental hazards associated with the event venue participants should be notified of these hazards prior to the event. For example, biting insects, likelihood of extreme hot or cold weather.

### **8. Non Horse event**

Events and meetings conducted by KPEC are subject to the following:

1. The coordinator of the event or meeting is responsible for ensuring that exits are available in the event of fire.
2. All floors are to be free of obstructions.
3. Electrical cables should be taped to the floor should tripping be an identified risk.