

Big Rock Ranch

RISK MANAGEMENT PLAN 13Nov20

References

- A. Work Health Safety Act Safe Work Australia – Guide to managing risks when new and inexperienced persons interact with horses
- B. Australian Standard AS/NZS 3838 Helmets for horse riding and horse related activities

INTRODUCTION

1. **Aim.** This document has been written using Ref A as a guide and will detail the risks associated with the business and the assets available to reduce the risk. A full risk management matrix is found at Annex A.
2. **Big Rock Ranch (BRR).** Located at Plan number [L371371, Lot 90 Moy Pocket Road, Brooloo, QLD, 4570](#). It consists of 71 acres with large grazing paddocks, a sand arena and secure cattle yards. There is a small shed with bathroom facilities and a separate residential house where the owner/manager lives full time.
3. The business is established as a facility where, already competent riders, bring their horses to gain additional exposure in working cattle. Many riders competing in Cutting, Team penning, Camp drafting and similar equestrian disciplines centred on cattle control, do not have access to cattle, or controlled environments in which to train.
4. The intent is to primarily offer the facilities and cattle at Big Rock Ranch as assisted cattle sessions, whereby the manager will not provide strict lessons, only guidance focused on the wellbeing and control of the cattle, and not to train horse and rider. In essence the model is to focus most effort on the 'hire' of facilities to clients.
5. Limited one to one lessons will be offered, on a selective case by case basis, and not advertised in publications or online.

RISK GROUPS

6. **Livestock.** Horses and cattle by their very nature are unpredictable and if not effectively managed can cause significant damage to themselves and others.
 - a. A small herd of cattle approx. 10-20 dependant on the group size will be used.
 - b. Each session is open to a maximum of six riders with each bring a horse. Big Rock Ranch maintains, seven horses in secure paddocks, who are separated from the session customers.
7. **People.** The target audience for Big Rock Ranch are those members of the equestrian community found on the Sunshine coast.
 - a. Customers will be restricted to those who already have a good riding ability and are looking to further their skills by cattle exposure. They will be subject to a set of rules to the property that will cover behaviour, smoking, alcohol.

- b. Minors will be limited to between the ages of 9-18 years of age and will only be accepted under the direct care of their riding parent or guardian.
 - i. A minor is required to wear a helmet in accordance with Ref B. at all times while riding.
- c. Exceptions to 7.a and 7.b are for the conduct of one to one riding lessons, specifically they will not be expected to have a good riding ability and that their parent or guardian will not be required to ride.
- d. Spectators are the responsibility of the riding member who has invited them to watch. There will be no unattended minors as spectators. The spectator location is identified and clearly marked with no spectators being allowed access to the riding arena while the session is active.

8. **Facilities or Equipment.** Big Rock Ranch has been designed and the lay out considered with zones identified to separate or control pedestrians' vehicles, horses and cattle. Annex B shows a plan of the facility.

- a. Sand arena. The sand arena is purpose built with good gravel drainage and a thick sand topping. This topping provides a stable platform for horses to move at speed and a soft landing to reduce impacts.
- b. Float and vehicle parking. Float parking is allocated next to the sand arena. It is clearly marked with signage and identified in online and hard copy documentation. There is sufficient space for five floats and tow vehicle to park next each other and allow for horses to be secured to the side.
- c. Small Shed. A small structure has been established with a bathroom for customer use. There is tea and coffee facilities and a fridge for storing cold drinks. However due to the short duration of sessions it is not anticipated to be used extensively.
- d. Wash bay / area. A water tank, pump and hose is located next to the riding arena. The hose is secured to a plastic mount when not in use. Customers can secure their horse safely externally to the arena on the wooden rails and wash their horse after a session if desired.
- e. Access Road / Tracks. The property is accessed from the sealed tarmac Moy Pocket road, on to an unnamed dirt track.
- f. Fences. The property has a mixture of electric tape, wooden rails, metal cattle panels and barb wire. Barb wire is restricted to the paddock areas where horses and or people are not usually accessing. The front horse paddocks near to the property entry, parking and riding arena are primarily electric tape.

9. **Environmental.** The Mary Valley, being on the sunshine coast, is subjected to a variety of temperatures and weather.

- a. Storms. High risk storms are occasionally experienced in the near region.
- b. Extremes of temperature. High temperatures can be experienced on the Sunshine

coast, particularly seasonally during the months of November to February.

- c. **Bush Fire.** The region experiences an annual high-risk fire season. Big Rock Ranch regularly maintains a good situational awareness of current conditions and actively works to reduce residual material that could burn.

RISK MITIGATION

10. **Experience and Training.** The manager has been involved in the equestrian industry as a competitor, instructor, and staff member since 1982. She has a wide exposure to different equine styles having worked in the racing industry, riding schools in the UK, Commercial Beach tour guiding and seven years a volunteer for the Gympie horse and Rodeo Association as the Treasurer.
 - a. The manager will maintain a current registered First Aid qualification.
 - b. Professional development training is regularly sought to continue to develop a deep understanding of equestrian events.
11. **Equipment.** A first aid kit is secured at the entry to the sand arena and its location included in the safety briefing. A list of its contents is found at Annex C
12. **Procedural.** In order to ensure the orderly and safe conduct of the session a number of procedures will be adhered to.
 - a. A safety brief at the start of each session will be conducted by the manager to all session participants and spectators.
 - b. Facility zones and direction of travel for cattle in to and from the arena are identified at Annex B.
 - c. Incident management and recording will be recorded and available for review in hard copy.

RISK ADMINISTRATION

13. **Documentation.** The primary document for the control and management of risk is this Risk Plan. It will be updated Annually and adhoc amendments made when a risk is identified. In addition the following documents will be maintained.
 - a. Incident register. An incident register is maintained to include realised and near miss risks. This hard copy register is maintained by the manager and collocated with the session sign in forms.
 - b. Sign in form. Every rider is required to complete and sign a form, prior to the start of the sessions. This document consists of a liability waiver, an acknowledgement of the session rules, a horse health and medical wellbeing declaration (COVID). A copy of the form is shown at Annex D

**Annex A to Big Rock Ranch
RISK MANAGEMENT PLAN 13Nov20**

Risk Management Matrix

Very Likely – A regularly occurring event, expected to happen.
Likely – An event that could happen.
Unlikely – An event not expected and not often happening.
Very Unlikely – An improbable event that would not happen during ordinary conduct of business.

Critical – Death or very serious injury or large-scale damage to property
Major – Injury requiring immediate medical attention or significant damage to property.
Minor – Bruising or sprain not requiring medical attention
Negligible – No injury or damage caused

Risk Rating

	V.Likely	Likely	Unlikely	V.Unlikely
Critical	5	5	4	3
Major	5	4	3	2
Minor	4	3	2	1
Negligible	3	2	1	1

Risk Group	Risk	Risk Rating	Risk Mitigation	Residual Risk
Livestock	Being Crushed / Trodden on by a horse	3	<ul style="list-style-type: none"> BRR waiver signed prior to session start Participant is to be of appropriate standard to attend BRR session Manager will observe rider ability and intervene if standard low No dismounted persons in arena unless immediately mounting or dismounting horse Limit participants to a maximum of six to allow space in arena and parking area. Participants always required to wear enclosed footwear 	2
	Aggressive horse behaviour	2	<ul style="list-style-type: none"> No Stallions allowed at BRR Red tail ribbons to be worn on aggressive horses. Riders responsible for conduct of their horse during session 	1

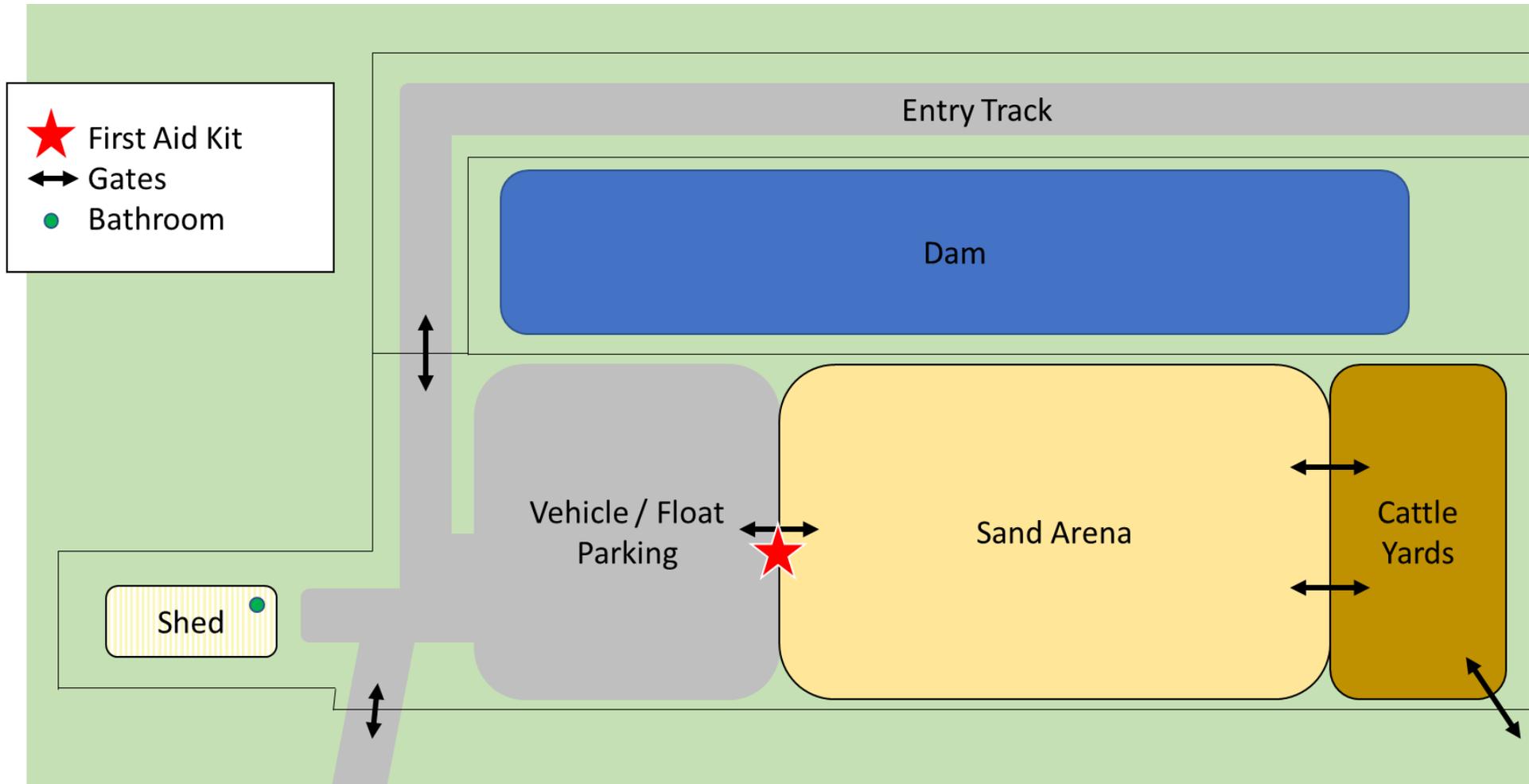
Livestock	Loose Horse	1	<ul style="list-style-type: none"> Horse not to be ridden until in Arena Arena gate to remain closed at all times Horses to be supervised at all times while tied to hitching rails or floats 	1
	Loose Cattle	1	<ul style="list-style-type: none"> Arena gate to remain closed at all times 	1
	Rider loses control of horse	3	<ul style="list-style-type: none"> Riders to confirm ability and experience Riders to only ride in arena No excessive pressure on horses or cattle 	3
	Infection from illness	1	<ul style="list-style-type: none"> Riders to bring own feed buckets Riders to bring own water buckets Manure scoop and collect box provided Horse Health declaration to be signed by all riders prior to session start 	1
	Fall / slip of horse	3	<ul style="list-style-type: none"> Riding surface checked and raked/levelled prior to session start Sand maintenance conducted monthly Low tempo/pressure riding required and enforced by manager 	2
	Improper restraint / handling of horses	3	<ul style="list-style-type: none"> Horse supervised while tied up Riders to hold ropes correctly to avoid entanglement 	2
	Horse / Rider / Cow / Fence collision	3	<ul style="list-style-type: none"> Safety and expectations brief to detail speed of movement allowed by horses Manager to monitor riding and intervene 	1
	Injury to Horse or cattle	2	<ul style="list-style-type: none"> First aid kit at arena gate Manager on site and first aid trained Local vet phone number stored in managers phone and immediately available 	2
	Horse / Cattle causing damage to vehicles	2	<ul style="list-style-type: none"> Riders responsible for control of horses Cattle to remain in arena or cattle pens Gates to remain closed Vehicles to only park where directed Horses not to be ridden in parking area 	1

People	Dismounted people in the arena	1	<ul style="list-style-type: none"> • Safety and expectations brief to include rules and spectators behaviour requirements • Spectator area to be designated • Mounting block to be placed immediately on entry to arena • Riders to mount or dismount immediately on entry or exit from arena. • Manager to be onsite and control entry to and from arena. 	1
	Anti-social behaviour of participants	1	<ul style="list-style-type: none"> • Smoking policy • BRR Rules • Session safety and expectations brief • Manager onsite at all times during session and will monitor and intervene if required 	1
	Manager unable to be present during session	2	<ul style="list-style-type: none"> • Session will stop, riders immediately dismount and secure horses. If session unable to restart, consider reschedule/ refund policy. 	1
	Infection from illness	2	<ul style="list-style-type: none"> • Hand sanitiser provided by BRR at entry to sand arena • Social distancing enforced • Limit on participant numbers to six riders and 10 spectators. (Unless Gov Guidance reduces) • Medical record declaration signed by riders and spectators prior to session start • Declarations retained by BRR for tracing purposes if required. 	1

People	Injury to Rider	3	<ul style="list-style-type: none"> • First aid kit at arena gate • Manager on site and first aid trained • Manager to have charged mobile phone and check for reception and coverage • Medical assembly area/evacuation points identified on plan. • BRR rules requirement for riders to be intermediate riders • Indemnity waiver signed prior to session start • Low speed/pressure riding event maintained 	3
	Obstacles in arena or parking area	1	<ul style="list-style-type: none"> • Manager to check area prior to arrival of participants • Safety and expectations brief to include requirements to maintain area free from obstruction • If obstruction identified manager to take steps to clear immediately 	1
Facilities / Equipment	Collision of vehicles / floats	1	<ul style="list-style-type: none"> • Participants to be allocated area to park on arrival by manager. • Participants to wait on entry while preceding participants' park. • Speed limit to remain below 5kms at all times on BRR • Drivers to check surroundings of vehicles prior to reversing from parking area • If drivers request guide from manager or other participant, all liability remains with driver in control of vehicle • If damage caused and fault resolution not achievable police to be called for recording. 	1

Facilities / Equipment	Dust from arena	1	<ul style="list-style-type: none"> • Arena surface to be checked prior to session start for dryness • Arena sand to be watered using sprinkler system prior to session if required • If excess dust arises, session to be paused and arena watered to keep dust down. 	1
	Tack failure or Improper equipment set up	2	<ul style="list-style-type: none"> • All riders required to have serviceable tack and if required to have spares. • Manager to check tack on entry to arena • Safety and expectations brief to include a tack check and confirmation from riders of serviceability 	1
Environmental	Change of riding conditions	1	<ul style="list-style-type: none"> • Manager on site at all times during session and a will monitor conditions. • If adverse effects observed on Cattle, Riders or Horses the manager will intervene and end session. 	1
	High risk or High temperature weather forecast	2	<ul style="list-style-type: none"> • BRR monitor Australian Bureau of Meteorology website and warnings for forecasts • Any warning for immediate area, over time of session, will result in cancelation of session 	1

Big Rock Ranch Facilities Plan



Big Rock Ranch First Aid Kit Contents

- 50 x Adhesive dressings, sterile, individually wrapped
- Antiseptic/Wound Care - saline, sterile, 30ml x2
- 1 x Bandage shears, 19cm stainless steel
- 1 x Combine dressing, sterile, 10cm x 20cm
- 3 x Conforming bandage, 7.5cm x 1.8m unstretched
- 3 x Conforming bandage, 5cm x 1.8m unstretched
- 5 x Cotton gauze swabs, (3 per pack), sterile, 7.5cm x 7.5cm
- 1 x CPR Card
- 1 x Emergency blanket, 2.1m x 1.6m in zip lock bag
- 4 x Eye pads, sterile
- 3 x Fever scan strip
- 1 x First Aid Booklet
- 5 x Hydro gel, sterile 3.5ml sachets
- 1 x Hypo allergenic adhesive tape, 25mm wide roll
- 1 x Ice Pack (instant). One use only.
- 5 x Nitrile gloves (1 pair in CPR KIT)
- 6 x Non-adherent wound dressing, sterile, 5cm x 5cm
- 3 x Non-adherent wound dressing, sterile, 7.5cm x 10cm
- 1 x Non-adherent wound dressing, sterile, 10cm x 10cm
- Note pad (located at the back of the First Aid Booklet) & pencil
- 3 x Plastic bags (3 sizes)
- 2 x Pressure bandage - 1 SMART Bandage, heavy duty, 10cm x 2m; 1 medium weight, 10cm x 1.8m
- 1 x Resuscitation shield, disposable, incl 1 pair gloves & 1 skin cleaning wipe (in CPR KIT)
- 6 x Safety pins
- 4 x Saline, sterile, 30ml
- 10 x Skin cleaning wipes, with cetrimide (1 with CPR KIT)
- 10 x Splinter probes, 5 per pack, sterile
- 2 x Triangular bandage, 96cm x 96cm x 136cm
- 1 x Tweezers, rust resistant with tip guard, stainless steel
- 3 x Wound closures (3 per pack), sterile
- 1 x Wound dressings, No 14 medium, sterile
- 1 x Wound dressings, No 15 large, sterile

**Annex D to Big Rock Ranch
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Big Rock Ranch Sign in Form

Rider		or	Spectator		
Full name:					
Full address:				Postcode:	
Ph number:		Email:			

I have not travelled from a COVID hotspot or been in contact with anyone who has in the last 2 weeks and have not been feeling unwell.

Signature (Guardian to sign if under 18) _____ Date _____

Horse Health Declaration

Where horse stabled: (if different to above)		QDPI PIC number:			
Colour	Breed	Sex	Brand / Microchip	Registered/Stable Name	Riders name

I declare that the animal/s named above has/have been in good health, eating normally and not shown signs of illness during the last 3 days. If the horse/s named above and in my care should show signs of illness during the course of the session I agree to pay any veterinary fees incurred as a result

Signature (Guardian to sign if under 18) _____ Date _____

RELEASE AND WAIVER OF LIABILITY - EXCLUSION OF CERTAIN RIGHTS TO SUE

The purpose of this agreement is to limit liability of the Provider to exclude liability for any personal injury, loss or death to the Participant, and other people in the care and control of the Participant, howsoever caused. By signing this form you are waiving your rights to sue the Provider for losses relating to personal injury, death or damages. Under the provisions of the Trade Practices Act and various State Laws conditions are implied into contracts that mean the Provider of Recreational Services, noted below, is required to ensure the Recreational Services it sells to you are: rendered with due care and skill, are fit for the purpose for which they are commonly bought as it is reasonable to expect in the circumstances.

Name and address of Provider: **Jodie Johnston, Big Rock Ranch (BRR), Lot 90 Moy Pocket Road, Brooloo.**

I understand and acknowledge that equestrian events can be a dangerous activity. I understand and acknowledge that serious INJURY or DEATH may result from participating in cattle work and any other equestrian activities. I agree that I RIDE/ATTEND at my OWN RISK at BRR and that BRR shall not be liable for my personal injury, death, loss or damage occasioned to me or loss or damaged occasioned to any of my possessions. I understand and acknowledge not to participate whilst under the influence of alcohol or drugs prohibited by law. I understand not to ride in a dangerous manner, which may cause injury to others or myself. I understand and acknowledge the rules and the safety requirements of the activities in which I wish to participate. I understand and acknowledge that any rider under 18 must wear a helmet.

EFFECT OF THIS DOCUMENT

I understand my signature to this document constitutes a complete and unconditional release of liability to the greatest extent allowed by law.

Signature (Guardian to sign if under 18) _____ Date _____