

# Jess Land Equestrian Ltd

## Risk Register



<b>Site Location:</b> 527 No 10 Road, Swannanoa, 7476			
<b>Applies to:</b>	Visitors, Riders, Instructors, Spectators, Vet, Farrier, contractors		
<b>GPS coordinates</b>	-43.3694991, 172.5099542		
<b>Emergency details</b>	Ambulance, Police, Fire Dial 111		
<b>Date</b>	May 2016	<b>Approved by</b>	J Land

<b>Likelihood</b>	<b>Consequences</b> (What would be the extent of possible incident)				
	<b>INSIG.*</b>	<b>Minor</b>	<b>Moderate</b>	<b>Major</b>	<b>Cata.</b>
<b>A</b> (almost certain)	<b>H</b>	<b>H</b>	<b>E</b>	<b>E</b>	<b>E</b>
<b>B</b> (likely)	<b>M</b>	<b>H</b>	<b>H</b>	<b>E</b>	<b>E</b>
<b>C</b> (possible)	<b>L</b>	<b>M</b>	<b>H</b>	<b>E</b>	<b>E</b>
<b>D</b> (unlikely)	<b>L</b>	<b>L</b>	<b>M</b>	<b>H</b>	<b>E</b>
<b>E</b> (rare)	<b>L</b>	<b>L</b>	<b>M</b>	<b>H</b>	<b>H</b>

<b>Activity</b>	<b>Hazard</b>	<b>Initial Risk Score</b>	<b>Controls</b>	<b>Residual Risk Score</b>	<b>Resp. Person</b>
Horse float / truck parking area	<ul style="list-style-type: none"> <li>Loose horses</li> <li>Injury from kicking horse or being stood on</li> </ul>	M	<ul style="list-style-type: none"> <li>Gates to roads are shut at all times.</li> <li>Wear suitable footwear.</li> <li>Use of torch after dark.</li> <li>Don't carry heavy loads, or loads that restrict your vision.</li> </ul>	L	All
Waste Disposal	<ul style="list-style-type: none"> <li>Horse dung and other waste not cleared creating health and slip hazard</li> </ul>	M	<ul style="list-style-type: none"> <li>Provide adequate rubbish and disposal facilities</li> <li>Ensure parking and public areas are being kept clean by observation</li> </ul>	L	All

Activity	Hazard	Initial Risk Score	Controls	Residual Risk Score	Resp. Person
Spectators and visitors entering controlled areas	<ul style="list-style-type: none"> <li>Accidents from Horse/ Pedestrian/Vehicle contact</li> </ul>	H	<ul style="list-style-type: none"> <li>Specific spectator areas</li> <li>Gates to be shut at all times</li> <li>Comply with traffic controls and signs</li> <li>Horse movements outside of Arena at Trot or slower only</li> <li>Only riders and approved people to go into wash / tie up area</li> <li>Visitors to be briefed on all areas and hazards</li> </ul>	M	All
Riding on the grounds	<ul style="list-style-type: none"> <li>Assumed risks while riding a horse</li> </ul>	E	<ul style="list-style-type: none"> <li>Follow general rules and guideline for riding a horse.</li> </ul>	H	All
Facilities	<ul style="list-style-type: none"> <li>Health risk from inadequate personal hygiene facilities</li> </ul>	M	<ul style="list-style-type: none"> <li>Provide adequate toilet and shower facilities</li> <li>Ensure facilities are kept clean</li> </ul>	L	JLE
Smoking onsite / fire Use of outdoor cooking equipment	<ul style="list-style-type: none"> <li>Fire Hazard</li> </ul>	M	<ul style="list-style-type: none"> <li>Clearly identify no smoking in all areas</li> <li>Ensure firefighting equipment at all buildings</li> <li>Observe council fire restrictions</li> </ul>	L	JLE
First Aid	<ul style="list-style-type: none"> <li>Increased injury from slow response</li> </ul>	M	<ul style="list-style-type: none"> <li>First aider onsite</li> <li>First aid kit available</li> </ul>	L	JLE
Use of other vehicles and 4WD bikes	<ul style="list-style-type: none"> <li>Vehicle / pedestrian interaction, vehicle / vehicle interaction, property damage</li> </ul>	H	<ul style="list-style-type: none"> <li>Driver must be licensed</li> <li>Vehicles must stay on hard areas.</li> <li>All best practice guidelines are to be followed.</li> <li>Approved helmets are to be worn at all times while riding bikes.</li> <li>Only one person on bike unless it is designed for more than one person.</li> <li>Ensure that all objects being carried are secure.</li> </ul>	M	All

Activity	Hazard	Initial Risk Score	Controls	Residual Risk Score	Resp. Person
Walking around property	<ul style="list-style-type: none"> <li>Risk of slip, trip and fall</li> </ul>	M	<ul style="list-style-type: none"> <li>Use pathways and open gates - don't climb over jumps</li> </ul>	L	All
Adverse weather	<ul style="list-style-type: none"> <li>Rain, wind or snow causing unsafe conditions</li> </ul>	M	<ul style="list-style-type: none"> <li>Monitor weather conditions</li> <li>Plan for likely weather conditions and keep up to date with the forecast</li> <li>Cancel or postpone activity if conditions are unsafe</li> </ul>	L	All
Electricity loss / generator	<ul style="list-style-type: none"> <li>No power during activity</li> </ul>	M	<ul style="list-style-type: none"> <li>Ensure all equipment is serviced and correctly sized for the job</li> <li>Generators screened or fenced</li> </ul>	L	All
Water supply loss	<ul style="list-style-type: none"> <li>No water during activity</li> </ul>	L	<ul style="list-style-type: none"> <li>Check with council re water supply</li> <li>Consider emergency supply</li> <li>Pre-advise visitors to bring water</li> </ul>	L	JLE
Emergency vehicle routes / helicopter GPS coordinates	<ul style="list-style-type: none"> <li>Routes blocked, impassable</li> </ul>	H	<ul style="list-style-type: none"> <li>GPS location noted</li> <li>Current emergency plan in place</li> <li>Check with emergency services</li> </ul>	M	JLE
Sewage disposal	<ul style="list-style-type: none"> <li>Septic tank not functioning correctly</li> </ul>	M	<ul style="list-style-type: none"> <li>Ensure that septic tank can cope with number of visitors</li> </ul>	L	JLE
Noise	<ul style="list-style-type: none"> <li>Neighbours complain</li> </ul>	L	<ul style="list-style-type: none"> <li>Make sure noise levels are kept to an acceptable level (no previous issues)</li> </ul>	L	JLE
Earthquake	<ul style="list-style-type: none"> <li>Earthquake during or prior to activity</li> </ul>	L	<ul style="list-style-type: none"> <li>Check current emergency plan is in place</li> </ul>	L	JLE
Roads cut off	<ul style="list-style-type: none"> <li>Roads unpassable</li> </ul>	L	<ul style="list-style-type: none"> <li>Knowledge of local roads and roads that are able to be used</li> <li>Contact Police for recommendations</li> </ul>	L	JLE
Disease to horses / people	<ul style="list-style-type: none"> <li>Notifiable diseases of either horses or people</li> </ul>	H	<ul style="list-style-type: none"> <li>JLE to keep a check with medical staff and vets for any known existing concerns - None to date</li> </ul>	L	JLE

<b>Activity</b>	<b>Hazard</b>	<b>Initial Risk Score</b>	<b>Controls</b>	<b>Residual Risk Score</b>	<b>Resp. Person</b>
Horse injury / death	<ul style="list-style-type: none"> <li>Horse injury / death</li> </ul>	H	<ul style="list-style-type: none"> <li>Crisis Management Team in place with emergency plan</li> <li>Vet contact details available</li> </ul>	L	JLE
Serious rider injury / fall	<ul style="list-style-type: none"> <li>Rider injury / fall</li> </ul>	H	<ul style="list-style-type: none"> <li>Crisis Management Team in place with emergency plan</li> <li>Check with First Aider for their plan</li> <li>Helicopter landing site specified</li> </ul>	M	JLE
Runaway horse	<ul style="list-style-type: none"> <li>Runaway horse</li> </ul>	M	<ul style="list-style-type: none"> <li>Tell spectators / visitors to stop until horse is captured</li> <li>Make sure all gates are kept closed</li> </ul>	L	JLE
Communication	<ul style="list-style-type: none"> <li>Communication breakdown</li> </ul>	M	<ul style="list-style-type: none"> <li>Cell phones</li> <li>Contact list</li> <li>Signage</li> </ul>	M	JLE
Vandalism / equipment damage	<ul style="list-style-type: none"> <li>Vandalism / equipment damage</li> </ul>	M	<ul style="list-style-type: none"> <li>Report damage to Police</li> <li>Check with Council and Police on risk</li> <li>Equipment for onsite repairs</li> </ul>	L	JLE
Key personnel unavailable	<ul style="list-style-type: none"> <li>Key personnel unavailable</li> </ul>	H	<ul style="list-style-type: none"> <li>Ensure that back up personnel are available</li> </ul>	L	JLE

**To help identify potential hazards, questions such as these should be used** (this is not a complete list)

- ▶ Can a body part get caught in or between objects?
- ▶ Do tools, machines or equipment present any hazards?
- ▶ Can the worker make harmful contact with objects?
- ▶ Can the worker slip, trip or fall?
- ▶ Can the worker suffer strain from lifting, pushing or pulling?
- ▶ Is the worker exposed to extreme heat or cold?
- ▶ Is excessive noise or vibration a problem?
- ▶ Is there a danger from falling objects?
- ▶ Is lighting a problem?
- ▶ Is harmful exposure to radiation a possibility?
- ▶ Can contact be made with hot, toxic or caustic substances?
- ▶ Are there dusts, fumes, mists or vapours in the air?
- ▶ Can weather conditions affect safety?

**Access:**

- ▶ Adjacent workers / visitors
- ▶ Access method unsafe

**Manual Handling:**

- ▶ Bend / Reach
- ▶ Lift / Carry
- ▶ Pull / Push
- ▶ Drag ropes / hoses

**Other Hazards:**

- ▶ Unguarded equipment
- ▶ Slippery surfaces
- ▶ Obstructions
- ▶ Working at heights
- ▶ Workers above / below

**Environmental:**

- ▶ Potential for leak/spill to soil or groundwater?
- ▶ Potential for leak to stormwater drain?
- ▶ Potential emission of dust, vapours or odour to atmosphere?
- ▶ Potential to generate excessive noise?

# ALWAYS REMEMBER!

**S**top Whatever you are doing!

**L**ook For hazards (these are everywhere!)

**A**ssess The risk of these hazards!

**M**anage The risk to an acceptable level!