

# ACT Equestrian Association Risk Register 2025-2026

	Risk – what could happen The things that, if they were to happen, would have the biggest impact on the objective or critical success factor	Impact if risk occurs	Inherent Risk			What’s helping us (Controls) The key things that help us to meet the objective or critical success factor and to manage these risks	Residual Risk			Further action? Is the risk acceptable to us or do we need to take further action to achieve the objective or critical success factor? Note the options for action
			L	C	RI		L	C	R2	
<b>ADMINISTRATIVE AND GENERAL</b>										
A1	Failure to obtain government grant funding to support ACTEA activities <b>Type:</b> Financial	Inability of ACTEA to achieve objectives  Inability to maintain and develop Equestrian Park	1	4	M	Demonstrable performance as representative association for equestrian activities in the ACT  Effective governance structures  Continuing attention to relationships with key government agencies  Demonstrated effectiveness as facility manager in co-operation with Sport & Recreation Services	1	4	M	Residual risk is medium (tolerable), and requires monitoring.  <b>Strategy:</b> Accept  <b>Owner:</b> ACTEA Committee
A2	Non-renewal of membership by constituent member organisations affects overall funding <b>Type:</b> Financial	Effectiveness of ACTEA reduced as government may not see ACTEA as representing equestrian clubs in the ACT	1	2	L	Proactive interaction within the equestrian community through the ACTEA website and Facebook Pages  Proven track record of representation of equestrian interests  Network of contacts within equestrian community  Continuous effort to maintain and broaden affiliation base	1	1	L	Residual risk is very low but ACTEA needs to promote public profile of its activities using its Facebook Pages  <b>Strategy:</b> Accept  <b>Owner:</b> ACTEA Committee

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A3	Change of ACT government affects level of support available to ACTEA <b>Type:</b> Financial	Relationships built with current government becomes ineffective  Lower priority for recreational sports, including equestrian activities	3	2	M	Identity of ACTEA established within Government agencies especially with key personnel  Previous experience with engaging effectively with politicians (eg Equestrian Forum)  Engagement with candidates at each ACT election	1	2	L	Residual risk is low.  <b>Strategy:</b> Reduction. Development of a government wide Strategic Plan for Equestrian Activities in the ACT.  <b>Owner:</b> ACTEA Committee
A4	Current government agencies dealing directly with individual equestrian representatives about overall equestrian activities (not activities that are only related to that club). <b>Type:</b> Organisational	Inconsistent information and views from the equestrian sector (“divide and conquer”)	4	1	L	ACTEA recognised as equestrian representative body  Ability of all clubs to participate in ACTEA meetings  Consultation with Clubs to ensure ACTEA is aware of their priorities  Coordination by ACTEA with government recognised by member clubs	3	1	L	Residual risk is very low. No further action required.  <b>Strategy:</b> Accept  <b>Owner:</b> ACTEA Committee
A5	Conflict of views within the constituent membership <b>Type:</b> Organisational; Financial	Destabilise ACTEA and affect performance of functions  Loss of membership  Collapse of Association	4	3	H	Consensus approach used to discuss issues where possible  Wide membership  Open debate  Regular open meetings with clear agenda  Clear governance structures	3	2	M	Residual risk is medium (tolerable), and requires monitoring.  <b>Strategy:</b> Prevention. Encourage broad participation.  <b>Owner:</b> ACTEA Committee
<b>EQUESTRIAN PARK</b>										

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EP1	Failure of the ACTEA to negotiate a suitable licence agreement for Equestrian Park <b>Type:</b> Delivery	Loss of valuable asset for equestrian sports in the ACT	2	3	M	ACT government desire to have asset managed by equestrian users  Demonstrable plans for management  Governance structures appropriate to management of asset  Volunteer good will to maintain Park  Active consultation/negotiation with land manager	2	3	M	Residual risk is High given Sport & Recreation's failure to give ACTEA a new licence.  <b>Strategy:</b> Prevention. Maintain good working relationship with Sport & Recreation Services.  <b>Owner:</b> EMPG
EP2	Equestrian Park is a public sporting facility. Riding and non-riding members of the public could be seriously injured using the Park <b>Type:</b> Organisational	Impact on public liability insurance premiums and future availability of insurance  Financial burden of litigation	3	3	H	Signage, hazard protection and appropriate maintenance of facilities  Closure of some areas of the Park to the public  Safety fencing around and within the Park  Physical structures to contain horses within specific areas within the Park  Maintenance of adequate public liability insurance  ACT Government Public Liability Insurance	2	3	M	Residual risk is medium (tolerable), and requires monitoring.  Acknowledged that horse riding is an inherently dangerous sport. Consider installation of appropriate signage at the Park.  <b>Strategy:</b> Prevention; Transference  <b>Owner:</b> EPMG, ACT Government and ACTEA Insurers

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EP3	Equestrian Park is a public sporting facility. Riding and non-riding users could have life threatening injuries or be killed whilst using the Park <b>Type:</b> Organisational	Impact on public liability insurance and future availability of insurance Damage to reputation of both facility and ACTEA Potential loss of licence Financial burden of litigation	3	5	E	Signage, hazard protection and appropriate maintenance of facilities Closure of some areas of the Park to the public Safety fencing around and within the Park Physical structures to contain horses within specific areas within the Park Maintenance of adequate public liability insurance ACT Government Public Liability Insurance	1	5	H	Residual risk is high (active management). Considering the catastrophic nature IF it occurred, considerable management to reduce to as low as reasonably practicable is required. Acknowledged that horse riding is an inherently dangerous sport. <b>Strategy:</b> Prevention; Transference <b>Owner:</b> EPMG, ACT Government and ACTEA Insurers
EP4	Riding and/or non-riding users may suffer loss of property including theft, injury or death of horses while using the Park	Damage to reputation of facility. Loss of income Financial burden of litigation	2	3	M	Alert signs on difficult jumps Physical structures and fencing to separate horses from vehicles and dangerous areas Civil Law (Wrongs) Act signage to educate users in their own liability for injury or death of stock	1	3	M	Residual risk is medium (tolerable), and requires monitoring. Signage to say ACTEA is not responsible for theft and users must take appropriate precautions. <b>Strategy:</b> Prevention; Transference <b>Owner:</b> ACTEA and hiring clubs and individuals

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EP5	Riding and/or non-riding user has a life threatening injuries or is killed whilst Park is booked by a user group <b>Type:</b> Organisational	Damage to reputation of facility. Loss of income Financial burden of litigation	2	3	M	Require hirers to produce event risk management plans before hiring  Only hiring the park to user groups who have adequate public liability insurance  Signage, hazard protection and appropriate maintenance of facilities  Closure of some areas of the Park to the public  Safety fencing around and within the Park  Physical structures to contain horses within specific areas within the Park	1	3	M	Residual risk is medium (tolerable), and requires monitoring.  Acknowledged that horse riding is an inherently dangerous sport. <b>Strategy:</b> Prevention; Transference <b>Owner:</b> ACTEA and hiring clubs and individuals

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EP6	Riding and/or non-riding user sustains a life threatening injury or is killed whilst Park is booked by a user group <b>Type:</b> Organisational	Damage to reputation of facility. Loss of income Impact on ACTEA reputation Potential loss of licence Financial burden of litigation	3	5	E	Require hirers to produce a risk management plan covering event management before hiring  Only hiring the park to user groups who have adequate public liability insurance  Signage, hazard protection and appropriate maintenance of facilities  Closure of some areas of the Park to the public  Safety fencing around and within the Park  Physical structures to contain horses within specific areas within the Park  ACTEA maintains adequate public liability insurance	1	5	H	Residual risk is high (active management). Considering the catastrophic nature IF it occurred, considerable management to reduce to as low as reasonably practicable is required.  Acknowledged that horse riding is an inherently dangerous sport. <b>Strategy:</b> Prevention; Transference <b>Owner:</b> ACTEA and hiring clubs and individuals
EP7	Unable to procure public liability insurance <b>Type:</b> Delivery	Unable to provide Equestrian Park as an asset to the equestrian community	1	4	H	Use reputable broker to source affordable insurance  Use experience of other equestrian organisations to source insurance  Maintain history of safe practice	1	3	M	Residual risk is medium (tolerable), and requires monitoring. <b>Strategy:</b> Accept <b>Owner:</b> ACTEA

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EP8	Activities undertaken at the Yarralumla Woolshed can be incompatible with safe enjoyment of the facilities of the Park <b>Type:</b> Organisational	Limit availability of the Park for hiring Safety of riders compromised Risk to assets of Park from uncontrolled entry	2	3	M	Coordination with ACT government over booking of Woolshed and Equestrian Park  Reschedule or cancel events that are incompatible with Woolshed bookings (or vice versa)  Keeping user groups informed of Woolshed bookings that may be incompatible with equestrian uses  Event organisers able to hire Woolshed for large events at reduced price to limit impact.	2	2	L	Residual risk is low. No further action is required.  <b>Strategy:</b> Prevention; Reduction  <b>Owner:</b> EPMG and ACT Property Group
EP9	Theft or vandalism to assets and/or infrastructure <b>Type:</b> Financial; Delivery	Unable to hold competitions Expensive and time consuming to repair	2	3	M	ACTEA maintains insurance for assets  ACT Government maintains insurance for infrastructure  Maintain integrity of fencing around equipment and keep the shed locked when not in use.	1	2	L	Residual risk is medium  <b>Strategy:</b> Reduction such as installing security cameras  <b>Owner:</b> ACTEA and EPMG

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EP10	Significant damage to the Park and or its facilities by fire, storm or flood  <b>Type:</b> Financial; Delivery	Unable to hold competitions  Expensive and time consuming to repair	4	5	E	<p>Make alternative arrangements for competition grounds while repairs undertaken.</p> <p>Constructed facilities above flood line to minimise damage.</p> <p>User groups are reactive in event of fire to minimise damage</p> <p>New mowing equipment to reduce fuel load</p> <p>Maintain government fuel reduction mowing</p> <p>Reduce fire fuel in the Cotter Plots</p> <p>FireWize fire management plan developed for EP in conjunction with the ACT Rural Fire Service</p> <p>Power poles and lines are free of vegetation</p> <p>ACT Government maintains insurance for natural disasters</p>	2	3	M	<p>Residual risk is medium (tolerable), and requires monitoring.</p> <p>Response to emergencies such as bushfire to be coordinated by ACT Emergency Services and the RFS.</p> <p>Biosecurity risks should be notified to Biosecurity &amp; Rural Services ACT on 6207 8480.</p> <p>Park closure processes in place in event of extreme or catastrophic fire days consistent with FireWize fire management plan</p> <p><b>Strategy:</b> Prevent; Reduction; Transference</p> <p><b>Owner:</b> EPMG and ACT Government</p>

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EP11	Inability to maintain Park to an acceptable standard within the volunteer and financial resources available <b>Type:</b> Delivery; Performance	ACTEA to surrender Licence back to ACT Govt Unable to hire Park Safety of users compromised	2	3	M	Management of Park budget by EPMG, including periodic review of user charges. Park user groups volunteer good will to maintain park. User groups self interest to maintain park. Park Manager's oversight of facility EPMG to continue to encourage groups to be involved in the park. Development of strategic plan for the long term management and development of a growing facility	1	3	L	Residual risk is low. No further action is required. Future budgets may need to allow for additional paid maintenance work to be carried out <b>Strategy:</b> Prevention; Contingency <b>Owner:</b> EPMG and Park User Groups
EP12	Actions of ACTEA contractors place users at risk <b>Type:</b> Organisational	Impact on public liability insurance and reputation Safety of users compromised	1	2	L	Ensure that contractors coming on to Equestrian Park at EPMG's request understand the nature of the facility and are informed of Park rules Contractors that have knowledge of EPMG's or user groups' requirements are used	1	2	L	Residual risk is very low. No further action is required. <b>Strategy:</b> Accept <b>Owner:</b> EPMG

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EP13	Volunteer injured while undertaking activities at the park <b>Type:</b> Organisational	Volunteer insurance claim Future availability of insurance Reduced number of volunteers	3	1	L	The majority of volunteers are familiar with Park activities and have some knowledge of OH&S Working bees etc are overseen by skilled volunteers Any new volunteers are provided with a familiarisation of facility, tools and equipment. ACTEA & clubs maintain volunteer insurances	1	2	L	Residual risk is low. No further action is required. <b>Strategy:</b> Transfer liability <b>Owner:</b> ACTEA and User Clubs
EP 14	ACTEA is fined under the Commonwealth <i>Environment Protection (Impact of Proposals) Act</i> for damaging habitat of the endangered golden sun moth	Large financial penalty under the legislation Loss of confidence in Park management	2	3	M	Educate EP volunteers about presence of moth. Develop appropriate land management techniques to protect moth habitat Maintain communication with land manager in regard to moth habitat management Maintain relationship with Suburban Land Agency in regard to their responsibility for the Offset Comply with requirements of approved Golden Sun Moth Offset Management Plan	2	2	L	Residual Risk is low. Maintain existing land management activities with some modification for moth. <b>Strategy:</b> Accept Owner: EPMG & volunteers of user clubs, Suburban Land Agency

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EP 15	EPMG is unable to hold events at the Park due to government prohibitions in response to the animal or human infectious disease Type: Delivery, Financial	Loss of hire income to the Park Loss of User Club volunteer management of facility Personal impact on competitive sector of ACT equestrian community	3	4	E	Government policies provide guidance EANSW guidance, based on Government policies Development of a clear policy for protocols at use at the Park Provide limited smaller scale options consistent with government guidelines Highly motivated user group	3	4	H	Residual risk is high (active management). Considerable management to reduce to as low as reasonably practicable is required. <b>Strategy:</b> Prevention; Transference <b>Owner:</b> EPMG, hiring clubs and ACT Government
EP16	A competitor or their horse at an event at Equestrian Park tests positive to an infectious disease Type: Organisational, Financial	Closure of Park to all users Major contact tracing effort required Members of hiring clubs and other competitors and spectators could become ill	3	4	E	Cancel all events at the Park and comply with ACT Government protocols Well thought out management plans for holding responsible events Contact systems established and applied EANSW guidance, based on Government policies Self-assessment by clubs after each event to keep improving strategies Highly motivated user group	3	4	H	Residual risk is high (active management). Considering the catastrophic nature if it occurred, considerable management to reduce to as low as reasonably practicable is required. <b>Strategy:</b> Prevention; Transference <b>Owner:</b> EPMG, hiring clubs and ACT Government

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EP17	A casual user of the Park or event spectator tests positive to an infectious disease	Closing of Park to all users Any casual user, competitor or members of hiring clubs could become ill	3	4	E	Government infectious diseases policies provide guidance EANSW signage, based on Government policies	3	4	H	Residual risk is high (active management). Considering the catastrophic nature if it occurred, considerable management to reduce to as low as reasonably practicable is required. <b>Strategy:</b> Prevention; Transference <b>Owner:</b> EPMG, ACT Government

**Legend:** L = Likelihood of risk occurring (A-F, with A being almost certain); C = Consequence resulting from risk event (1-5 with 5 being extensive); R1 = Inherent risk level (Very Low/Low/Medium/High/Very High); R2 = Residual risk level VL/(L/M/H/VH).

Level		
5 (B)	Almost Certain	Is expected to occur in most circumstances
4 ©	Likely	Will probably occur in most circumstances
3 (D)	Possible	Might occur sometime
2 (E)	Unlikely	Could occur sometime
1 (F)	Rare	Occur only in exceptional circumstances

### Consequences

Level	Descriptor	(Sample only) Description
5	Catastrophic	Death, huge financial loss, would stop achievement of functional goals / objectives
4	Major	Extensive injuries, major financial loss, would threaten functional goals / objectives
3	Moderate	Medical treatment, high financial loss, necessitating significant adjustment to overall function
2	Minor	First aid, medium financial loss, would threaten an element of the function
1	Insignificant	No injuries, low financial loss

	Consequences				
	5	4	3	2	1
Likelihood					
5	E (25)	E (20)	E (15)	H (10)	H (5)
4	E (20)	E (16)	H (12)	H (8)	M (4)
3	E (15)	E (12)	H (9)	M (6)	L (3)
2	E (10)	H (8)	M (6)	L (4)	L (2)
1	H (5)	H (4)	M (3)	L (2)	L (1)

### Ratings

Level	Descriptor	(Sample only) Description
E	Extreme risk	detailed action/plan required
H	High risk	needs senior management attention
M	Moderate risk	specify management responsibility
L	Low risk	manage by routine procedure