

**Murrumbateman Field Days**  
**EVENT MANAGEMENT PLAN 2025**

**Prepared by Tom White March 2025**

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# 1 Details of the Event

The Murrumbateman Field Days was established in 1979 as an annual, two-day event. The field days are held on the recreation grounds in Murrumbateman. Its aim is to showcase the over 350 rural lifestyle trade exhibitors and the local region in general.

The event includes returning attraction' such as the antique tractor pull, horse demonstration's, pony rides, snake display.

The Murrumbateman Field Days is organised by the Murrumbateman Community Association. (MCA). The MCA is a voluntary, not-for-profit, community-based association. The field days started off with just 23 exhibitors in 1979 and has now grown to over 350. The event is proud to use community groups and volunteers where possible to provide event services such as waste disposal, table cleaning, entrance gates, toilet cleaning and catering.

## 1.1 Date and Time of the Event

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**Date:** 18<sup>th</sup> 19<sup>th</sup> October 2025

**Time:** Saturday 8am – 5pm Sunday 8am -4pm

**Venue:** Murrumbateman Recreation Grounds, 19 East Street Murrumbateman NSW

## 1.2 Expected Crowd Attendance

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Expected crowd attendance is between 13000 to 16500 number of visitors. Crowd numbers are based on 2024 which saw approximately 14,000 guests pass through the festival gates.

The event is very much a 'family day out'. Most visitors come from the Yass Valley LGA and the ACT.

## 1.3 Event Program

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The event program for 2025 is yet to be finalised. However, 2024 had pig races, sheep dog displays, spray drone displays, pony and camel rides and emergency services demonstrations. The return of the gumboot throw proved popular, with many visitors having a go. There was also Antique tractor pulling demonstrations and stage entertainment throughout the weekend.

## 2 Responsible entity

The Murrumbateman Field Days is notionally owned by the Murrumbateman Community Association. The latter is an incorporated body with a formal constitution and bank accounts. As such it takes financial responsibility for the field days and pays for the event's public liability insurance.

The Murrumbateman Field Days is organised and delivered by the locals comprising an executive committee, two contractors (Manager and Grounds Manager), two part time staff (Admin and Promotions) complemented by 3 section coordinators and over 700 volunteers. The Event Management Plan contact person details are as follows:

Name: Tom White

Address: 19 East Street Murrumbateman NSW 2582

Phone: (02)6227 5895

Email: [manager@mfdays.com](mailto:manager@mfdays.com)

## 3 Traffic Management

### 3.1 Required Outcomes of Traffic Management

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- To bring traffic to and from the event site in a safe, expeditious and orderly fashion
- To provide sufficient parking to accommodate the vehicles anticipated to visit for the day
- To make the public aware, if travelling in the area, of the event, date and hours and any delays/congestion/ queuing that may occur because of the event
- To use RFS personnel to direct traffic at Critical Control Points surrounding the site
- To use or consult with Territory Traffic for services, acting on advice designed to improve the efficacy of traffic management (movement/direction) and public safety through:
  - traffic management design
  - traffic management implementation
  - traffic control
  - Police, RFS and event volunteer support
- To collaborate with the Yass Police; acting on advice designed to improve the efficacy of traffic movement and public safety
- To separate foot-traffic from vehicular-traffic where possible to assist safety and efficiency
- To make maximum use of alternative routes and parking spaces to spread the traffic volume during peak entry and exit periods
- To use/display advertising and signage/devices prior and during event, prior to arriving onsite and onsite, to inform traffic about direction, road access and parking options near and at the event site
- To adjust traffic movement/flow prior/during/after event through implementation of:
  - two-way traffic
  - one-way traffic
  - road closed (no entry)
  - traffic redirection

**Note:** To alter (adjust) traffic movement (flow) through signage/devices, traffic control, police, RFS and event volunteers. This is assessed and applied as per: time, traffic entry/exit, traffic volume and traffic impact to manage traffic as equally as possible during the period of the event.

## 3.2 Traffic Management Plan

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Traffic management is to be implemented by a 'registered' traffic management provider Territory Traffic and 'certified' traffic management design/designer (TMD) for the services in design (layout) of traffic movement (vehicle/pedestrian).

The source of traffic management will be managed by two areas: 1. Traffic Management Plan (Traffic Guidance Scheme) and 2. Manpower (Personnel/Stakeholders).

1. The 'Traffic Management Plan' (TGS) is an arrangement of temporary signs and devices to warn traffic and guide it through/past/around event area/zone or temporary hazard.
  - a) The traffic management plan (TGS) is a variety of drawings (plans) that identify the site (event) area/zone and surrounding area/zone (roads, etc.)
  - b) Comprised of Overview Plans, Layout Plans, Signage Plans, etc.
  - c) The plans should satisfy the requirements of safety and public convenience if consideration is given to the following factors:
    - duration of event, type of event, road types, travelled path (road/lane) widths and configurations, time of restrictions, traffic diversion options, traffic volume and impacts, parking and the implemented of traffic management/control (signage/devices, traffic controllers, police, RFS and event volunteers), etc.
2. The 'Manpower' is a team of (personnel/stakeholders) from companies, authorities, services and volunteers to work together with their position/s (role/s) to assess, identify and manage the event in a manner in which it supports the purpose of the event.
  - a) Ensure safety (near/on site)
  - b) Direct traffic (vehicle/pedestrian)
  - c) Control traffic movement (flow) entry/parking/exit

- d) Management traffic volume/impact/delays
- e) Implement resources (signage/devices, delineation, bunting, barricading, fencing, etc.)
- f) Adjust to any changes (prior/during/after) event for best practices management

### **3.3 Key aspects of the traffic management plan**

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1. This plan exists to facilitate dialogue between the event committee members, Transport for NSW, the YVC Council, CARE Traffic, Yass Police, and RFS management. As such the Traffic Management Plan (Traffic Guidance Scheme) identifies insignificant and significant modification to traffic movement (flows) on the day of the event. There will be road closures, one-way, etc., insignificant and significant alterations to the normal directional traffic movement (flows). This is under the guidance/direction of the Traffic Management Designer and Authorities (Police, DTMR & Council).  
However, signage/devices will be implemented/displayed to serve, to slow traffic (reduce speed) on all roads leading to and connecting to Murrumbateman Road and the Barton Highway. This includes Council roads and State Controlled roads. Also, a number of Control Points at the entrance to the car parks are manned for the purpose of assisting drivers to seek out parking as quickly as possible, without holding up following traffic.
2. The Plan relies (for its effectiveness) on provision of ample parking spaces and multiple entrances (see site map). There will be Southern and Northern car parks, each with separate entrances/exits.
3. The Rural Fire Service will be employed to man Control Points at the entrance to the car parks and inside the car parks. It is expected that up to 100 RFS personnel will be used and will be in place by 7am at the latest. In addition to directing traffic within the parking areas, the RFS personnel will remain alert to the safety of foot-traffic. Traffic Controllers and/or Parking Attendants will be in place early in the day for directing traffic to and within car parks.
4. The event will be attended and overseen by Inspector David Cowell of the Yass Police. There will be two police onsite at all times during the event and an additional one highway patrol car patrolling the roads outside the event. This is comforting to organisers from the general perspective of public safety but is particularly helpful for ensuring that traffic issues are quickly addressed throughout the day and objective assessments made of how operations might be improved in the future.



5. The event will be overseen by a Traffic Management Designer and nominated Traffic Management Implementers and traffic Controllers, and Police Tactician and nominated Police Officers (general, specials and/or traffic).

### **3.4 Traffic Management Resources**

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Traffic Management Resources are to be implemented erected/displayed prior and during event for traffic awareness, information and direction. This would include: VMS Boards, Multi-message Signage, Box Edge Signage, Corflute Signage, Delineation

### **3.5 Community Liaison**

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After the Traffic Management Plan has been confirmed, discussion will be had in an appropriate form with all residences and businesses adjoining East Street/Barton Highway as well as to those that are directly impacted by the road closure e.g. local area.

### **3.6 Timings**

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This year's event will be held on 18th,19th October.

Visitors are allowed to enter the site from 8am and all commercial activity will cease by 5pm on Saturday, 4pm Sunday

- a) Traffic Management/Control will be implemented as per stages of priority through set-up/adjustment/dismantle (bump-in/bump-adjust/bump-out)
- b) Traffic Management/Control will be implemented by 7am for any adjustments and early public arrivals
- c) Traffic Management/Control will cease under the assessment of traffic movement volume/impact and police direction

### **3.7 Parking**

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Parking areas are provided around and on the festival site. In the event of rain, some of these parking areas may become soft but not impassable for vehicles.

All of the designated parking areas will be published in the online program and advised on all social media channels in the lead up to the event.

### **3.8 Disabled Parking**

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Disabled Parking is provided near the south and north gates and will be well signed for these guests.

Mobility Scooter hire is available at the south gate only, so guests with mobility issues will be directed to use that carpark by preference.

## **4 Exhibitors**

### **4.1 Exhibitor Site Descriptions**

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There will be approximately 480 sites at this year's event. 302 exhibitor businesses attended the 2024 event.

Exhibitors will be able to arrive and set up from Wednesday 15<sup>th</sup> October. Access will be as directed in exhibitor site information (Either Murrumbateman Road or Barton Highway)

All exhibitor vehicles are required to be parked by 750am on the days of the event at the latest.

### **4.2 Location**

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The exhibitor sites will be located as powered and unpowered sites.

Please see Attachments – Site Map

## **4.3 Food Hygiene**

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Yass Valley Council have provided approval for the Community group catering sites to operate and is not required to have a food licence.

All other food stallholders operating have their own food licence and have provided a copy of this to the Office Administrator as part of their application.

## **4.4 Liquor Licence**

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We are in the early stages of planning to have a bar at the event. This will be run by the Murrumbateman Taven under there Liquor licence. The Murrumbateman Community Association/Murrumbateman Field Days will not hold the licence for the event.

## **4.5 Public Liability**

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All stallholders will be required to supply a copy of their Certificate of Currency up to \$20m as part of their application.

Murrumbateman Community Association holds a \$20m public liability insurance policy for the event.

## 5 Electricity

Electricity supply will be primarily provided by a main site generator, with a mix of 4 hired generators and permanent electricity infrastructure which will supply the power to the powered exhibitor sites, stage and catering sites. A qualified electrician will be onsite to connect and set up all electrical connection on the day and will remain onsite throughout the event to ensure power continuity and safety.

Distribution boxes will be connected to the generators providing power to the sites. It is the responsibility of the exhibitors to supply correctly tagged power cords. This will be inspected by our OH&S supervisor.

## 6 Waste Management

### 6.1 Garbage

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Waste company Waste Away is contracted to supply waste management services during the event

70 x 240 litre general waste garbage bins will be located on the site.

70 x 240 recycling bins

15 x can/bottle recycling bins

10 x 600L and 1100L bins for the catering area.

The bins will be emptied throughout the event by a roving team of RFS volunteer's following a set route. Waste Away supplies two compactor trucks to manage waste in the designated waste area located in the southern carpark.

The site will be cleaned by community volunteers after the event pack up.

In 2024 we recycled 1.3 tonnes of rubbish (32% of waste) This was the first year we had site wide recycling available, we hope to improve on that figure each year.

## 6.2 Toilets

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Yass Valley Council event requirements require:

<b>Males</b>				<b>Females</b>	
<b>Patrons</b>	<b>WC</b>	<b>Urinals</b>	<b>Hand Basins</b>	<b>WC</b>	<b>Hand Basins</b>
< 500	1	2	2	6	2
< 1000	2	4	4	9	4
< 2000	4	8	6	12	6
< 3000	6	15	10	18	10
< 5000	8	25	17	30	17

During the event we have 50 toilets, 5 Urinals, 43 Hand basins and 4 accessible toilets onsite. Toilet layout/numbers are surveyed every year in our visitor feedback to ensure our visitors have a good experience and to fix any major problems. We have changed numbers and layouts over the years in response to this feedback.

Toilet blocks have been hired through Coates Hire and Poo Carters. There will be 6 toilet blocks, 3 permanent area's, 1 x 16 toilet Portaloo's, and 2 mixed blocks (half male/female) 2 hired and 2 permanent accessible toilets and 7 single Portaloo's. These will be delivered on the Wednesday before the event to allow install/testing/final clean and picked up on Tuesday after the event to allow for final clean.

Cleaners are onsite all days to service the toilets. The Murrumbateman Scouts are responsible for the toilet cleanliness and safety during the event. There will also be a parent's room in operation managed by the local early childhood centre.

## 7 Environmental Impacts

The Murrumbateman Recreation grounds is a communal site used by multiple community groups throughout the year, as such the event strives to return the site in a similar or better condition than before the event. The festival does not inflict any long-term impacts on the natural environment.

## 8 Noise

The festival stage will have designated sound operators that will monitor the volume and direction of the amplified music. The stage will commence at 10am and finish by 4pm.

Site PA will make some announcements for exhibitors between 6am-8am but most will occur between 7am and 5pm.

A complaints process is in place for residents to contact event organisers per their letter of notification with the event organisers to provide feedback and direct the sound engineers as required throughout the day.

## 9 Emergency Procedures

### 9.1 Liaison with Emergency Services

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The Yass Police, NSW Ambulance and Murrumbateman Fire Brigade will all be notified about the event and supplied with an event site map. This map will outline the traffic flow for the event. Emergency Services will be supplied with the risk management plan for review, and the mobile phone number for the Event Coordinator and other key committee contacts. During the event the communications centre will be staffed by VRA volunteers to monitor internal UHF comm's and manage liaison with emergency services if the need arises.

## 9.2 Fire Safety

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Fire extinguishers and fire blankets will be located onsite at all community catering sites. All volunteers will be inducted in procedures for notifying emergency services as required. Dial 000.

## 9.3 First Aid

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A first aid tent will be set up next to the Hall and at the South gate and will be staffed by St Johns Ambulance. The location of the First Aid Tent's is included in the site map for the event program.

# 10 Event Risk Assessment and Risk Management

Person accountable for managing risk at the event: Field Days Manager – Tom White with advice from Laurence Rooney OH&S volunteer.

Please see attached Risk Assessment in Appendix.

# 11 Event Related Contacts

### **Traffic Management Services**

Company Name: Territory Traffic

Registered TMR - Traffic Management Registration No.



Certified TMD - Traffic Management Design No. TCT0046991

Contact: Mark Richie

Phone: 02 6241 3230

Email: mark@territorytraffic.com.au

**Police**

Contact: Inspector David Cowell

Phone: 02 6226 9399

**Rural Fire Service**

Contact: Mark Thomas

Phone: 0422284428

## **12 Emergency Management Services**

The main three EMS are identified and will be contacted/utilised on the need of the service and/or services.

Police:

Contact: Inspector David Cowell

Phone: 02 6226 9399

Fire & Emergency

Contact: Murrumbateman Rural Fire Brigade

Phone: On-site in multiple locations

Ambulance

Contact: Duty Operations Manager, Southern Region - Ben Hutchinson  
Phone: 02 6118 7800

In case of emergency, volunteers will be directed to call 000

## 13 Local Authorities

Transport for NSW  
Contact: Ray Sawyer  
Phone: 0447 210 083

Yass Valley Council  
Contact: Jeremy Knox – Development planner  
Phone: 02 6226 1477

Traffic Coordination Centre - CNC South  
Contact: On call incident manager for Transport To be confirmed closer to the event. (Dependant on roster)  
Phone:

## 14 Event Evaluation

Post event surveys of visitor and exhibitor experience will be carried out by Destination Research (<https://destinationresearch.net/>) and a report supplied to Field Days Management. We have used them for a number of years, and this has proved beneficial in getting an accurate indication of issues and trends for the event. The surveys are mix of physical cards filled out during the event, and online survey responses.

# ATTACHMENTS

Insurance documents



24 January 2025

## Certificate of Currency - General Liability

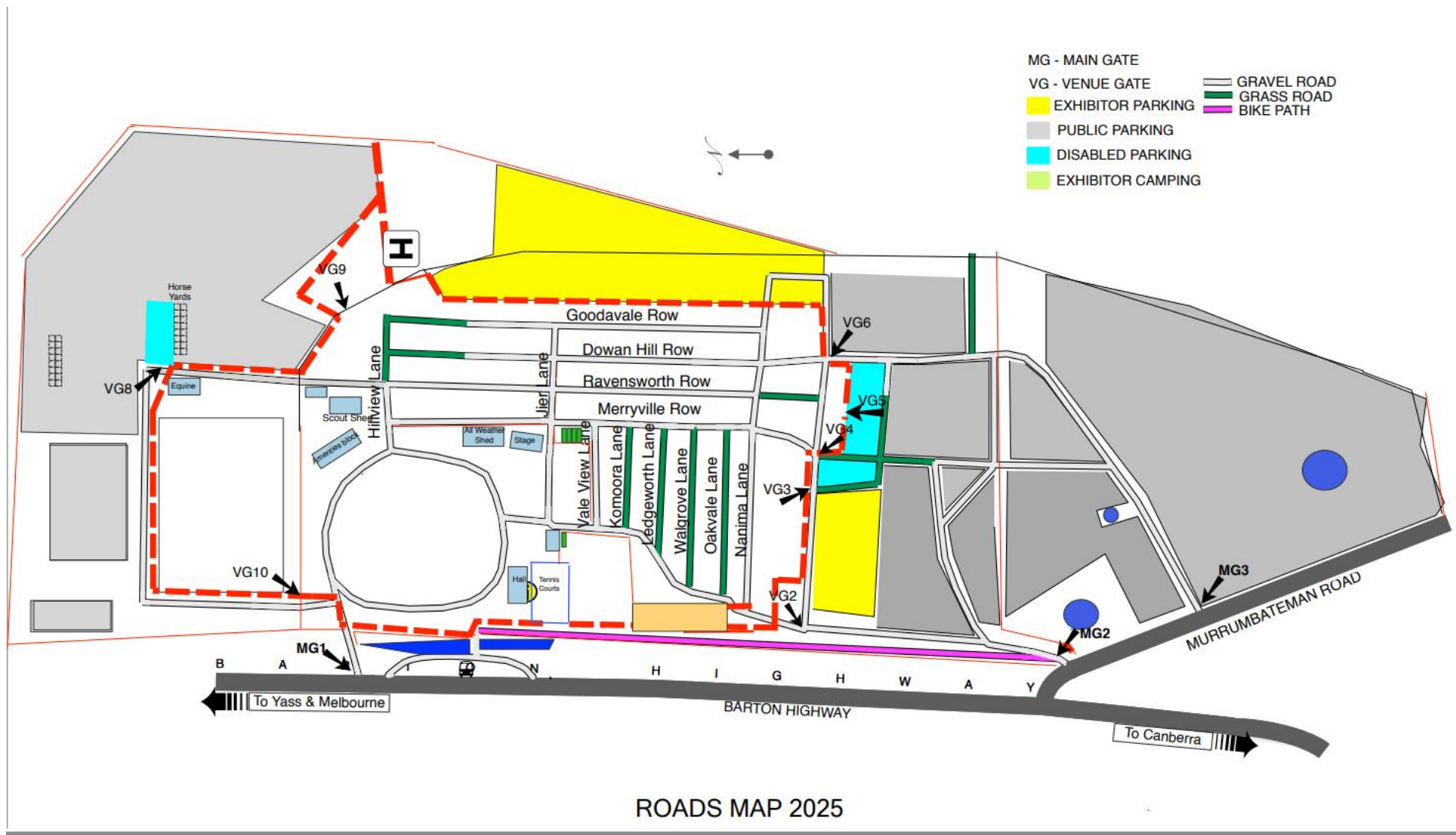
<b>NAMED INSURED:</b>	Murrumbateman Community Association Inc	
<b>POLICY NUMBER:</b>	COVER000087	
<b>PERIOD OF INSURANCE:</b>	From 4:00 pm on 25 Jan 2025 to 4:00 pm on 25 Jan 2026	
<b>INTERESTED PARTIES:</b>	NSW Police Force, Transport for NSW, Yass Valley Council	
<b>LIMIT OF INDEMNITY:</b>	<b>Public Liability</b> In respect of any one occurrence during the period of insurance.	\$20,000,000
	<b>Products Liability</b> In respect of all claims during the period of insurance and in the aggregate.	\$20,000,000
<b>SUBLIMITS:</b>	Property in your Physical or Legal Control In respect of any one occurrence during the period of insurance	\$250,000
	Claims Preparation Costs.	\$50,000
<b>GEOGRAPHICAL LIMITS:</b>	Worldwide excluding North America.	

**ISSUED BY:** Community Underwriting on behalf of Berkley Insurance Company trading as Berkley Insurance Australia  
ABN 53 126 559 706

Sarogini Millott  
Chief Underwriting Officer

### Important Notes:

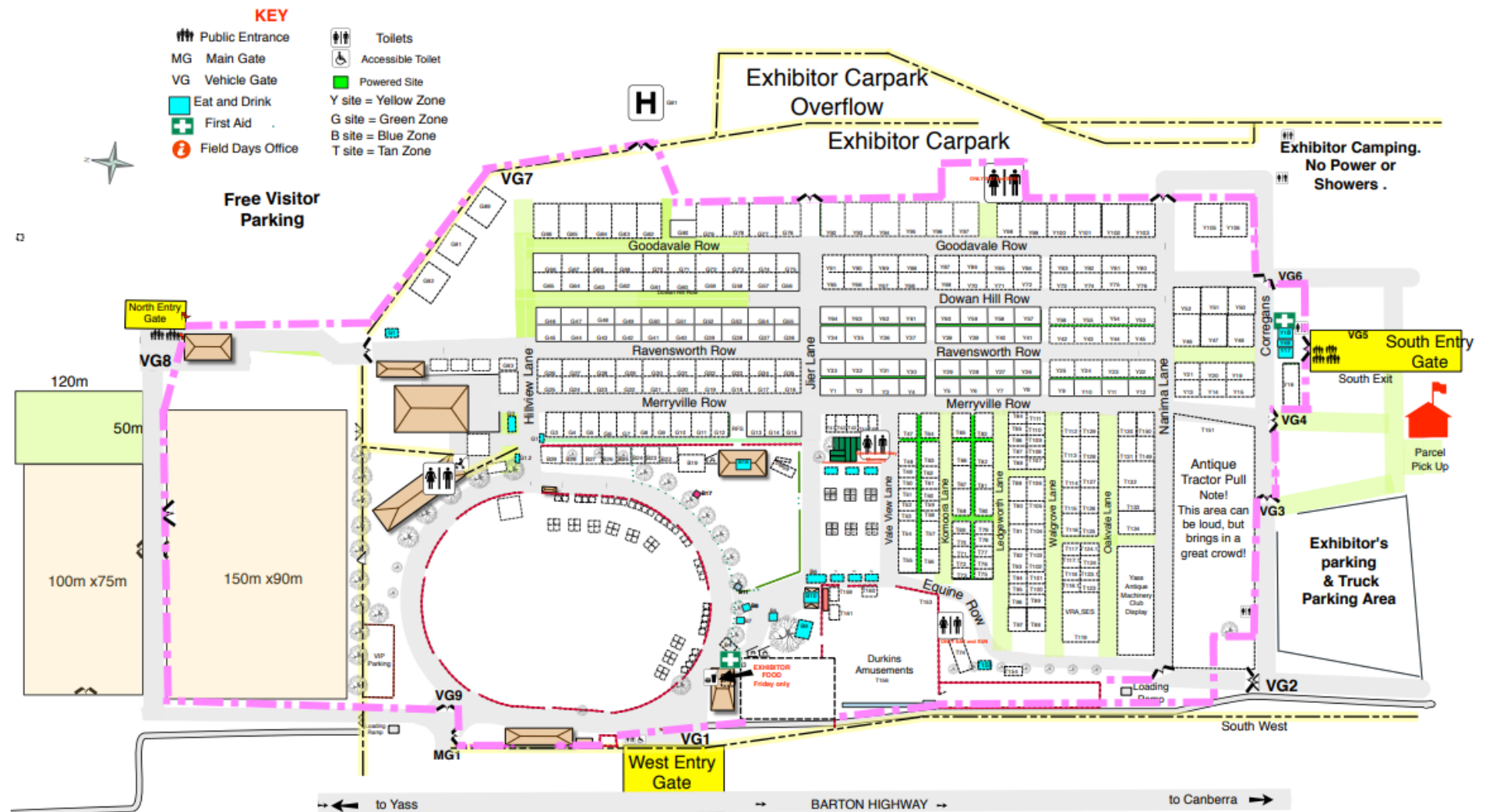
1. This certificate is issued as a matter of information only and confers no rights upon the certificate holder.
2. This certificate is a summary of cover only, does not form part of an insurance contract and does not amend, extend or alter the coverage afforded by the policy detailed above.
3. Community Underwriting Agency does not guarantee that the insurance outlined in this certificate will continue to remain in force for the period referred to as the Policy may be cancelled or altered by either party to the contract, at any time in accordance with the terms of the Policy and the Insurance Contracts Act 1984 (Cth).



ROADS MAP 2025

General site layout

# 2025 Site plan (proposed at time of publication)



## Risk Matrix - Murrumbateman Field Days 2025

LIKELIHOOD	CONSEQUENCES				
	INSIGNIFICANT 1 Minor injury, not requiring treatment	MINOR 2 Injury requiring first aid treatment	MODERATE 3 Injury requiring paramedic treatment	MAJOR 4 Significant injury requiring hospitalization	CATASTROPHIC 5 Permanent incapacity or death
<b>ALMOST CERTAIN</b> 5 Expected to occur in most circumstances	L (5)	M (10)	H (15)	E (20)	E (25)
<b>LIKELY</b> 4 Likely to occur in some circumstances	L (4)	H (8)	M (12)	H (16)	E (20)
<b>POSSIBLE</b> 3 May occur in some circumstances	L (3)	L (6)	L (9)	M (12)	H (15)
<b>UNLIKELY</b> 2 Unlikely to occur	L (2)	L (4)	L (6)	L (8)	M (10)
<b>RARE</b> 1 Highly unlikely to occur	L (1)	L (2)	L (3)	L (4)	L (5)

**E: EXTREME RISK**, (more than 20) immediate action required. 
 **H: HIGH RISK (15-19)**, senior management attention needed. 
 **M: MEDIUM RISK (10-14)**, management responsibility must be specified. 
 **L: LOW RISK (9 or less)**, manage by procedures

## Risk Assessment Table

Item	Activity	Likelihood	Consequence	Risk Rating	Risk Treatment	Risk Rating (after treatment)	Responsibility for implementation
1	Traffic Delays during set up	3	3	9 (Low)	<ul style="list-style-type: none"> <li>• Clear guidance to exhibitors before event</li> <li>• Adequate signage (use of VMS if available)</li> <li>•</li> </ul>	4 (Low)	<ul style="list-style-type: none"> <li>• MFD Management</li> <li>• MFD Volunteers</li> </ul>
2	Traffic delays from through traffic travelling north on the Barton Highway during Field Days	4	3	12 (Medium)	<ul style="list-style-type: none"> <li>• Utilize the slip lane opposite Murrumbateman Road turn off</li> <li>• All southbound traffic going to Field Days to use MG1 entrance then park in North Paddock</li> <li>• Increased police presence</li> <li>• Coordinate additional traffic controllers</li> <li>• No U-turn allowed into Jones' Park</li> <li>• All event traffic diverted along Euroka Avenue and Pateman's Lane using VMS to advice.</li> </ul>	6 (Low)	<ul style="list-style-type: none"> <li>• Council for approvals</li> <li>• MFD staff</li> <li>• CARE Traffic</li> </ul>
3	Fire on a food site	4	3	12 (Medium)	<ul style="list-style-type: none"> <li>• Regulatory compliance, Fire extinguishers, fire blankets, Electrical cords current tag and tested.</li> <li>• MFD emergency management plan</li> </ul>	6 (Low)	<ul style="list-style-type: none"> <li>• RFS lead service</li> <li>• MFD Staff</li> </ul>

Item	Activity	Likelihood	Consequence	Risk Rating	Risk Treatment	Risk Rating (after treatment)	Responsibility for implementation
					<ul style="list-style-type: none"> <li>• Fire Brigade aware and utilizing emergency management plan</li> <li>• Surveillance by MFD staff</li> <li>• Have a CAT 9 unit stationed near Village Green</li> </ul>		
4	Fire on site	3	3	9 (Low)	<ul style="list-style-type: none"> <li>• Compliance with regulations</li> <li>• MFD emergency management plan</li> <li>• Fire Brigade aware and utilizing emergency management plan</li> <li>• Surveillance by MFD staff</li> </ul>	5 (Low)	<ul style="list-style-type: none"> <li>• RFS lead service</li> <li>• MFD Staff</li> </ul>
5	Civil disturbance/disorder	2	3	6 (Low)	<ul style="list-style-type: none"> <li>• Police presence on site during MFD event</li> <li>• First aid on site</li> <li>• Emergency Management plan</li> <li>• MFD surveillance</li> </ul>	3 (Low)	<ul style="list-style-type: none"> <li>• Police - lead service</li> <li>• Security Company</li> <li>• MFD staff</li> </ul>
6	Gas fire/explosion	2	4	8 (Low)	<ul style="list-style-type: none"> <li>• Compliance with regulations</li> <li>• MFD staff check</li> <li>• Fire Brigade operations plan</li> <li>• First Aid on site</li> </ul>	4 (Low)	<ul style="list-style-type: none"> <li>• RFS Lead Service</li> <li>• St John</li> <li>• Police</li> <li>• MFD Staff</li> </ul>
7	Electrical hazard	3	3	9 (Low)	<ul style="list-style-type: none"> <li>• Compliance with regulations (is it tagged?)</li> <li>• WorkCover inspection</li> <li>• MFD staff surveillance</li> </ul>	5 (Low)	<ul style="list-style-type: none"> <li>• Site electrician</li> <li>• MFD staff</li> <li>• WorkCover</li> </ul>



Item	Activity	Likelihood	Consequence	Risk Rating	Risk Treatment	Risk Rating (after treatment)	Responsibility for implementation
					<ul style="list-style-type: none"> <li>On call electrical response</li> </ul>		
8	Injury due to entertainment stage	3	3	9 (Low)	<ul style="list-style-type: none"> <li>Compliance with regulations</li> <li>Daily checks by MFD Staff</li> <li>St. John's Ambulance and Emergency Management plan</li> </ul>	6 (Low)	<ul style="list-style-type: none"> <li>St John Lead Service</li> <li>MFD staff</li> <li>Site electrician</li> </ul>
9	Food Poisoning	2	3	6 (Low)	<ul style="list-style-type: none"> <li>Health regulations and licensing</li> <li>Appropriate heating and Chilling</li> <li>Adequate toilet facilities</li> <li>Checks by MFD staff</li> </ul>	5 (Low)	<ul style="list-style-type: none"> <li>MFD staff</li> <li>Yass Valley Health Inspector</li> <li>Catering Manager</li> <li>St John</li> </ul>
10	Emergency Service access	3	3	9 (Low)	<ul style="list-style-type: none"> <li>Access plans</li> <li>Emergency Management plan</li> <li>St. John's Ambulance support</li> </ul>	5 (Low)	<ul style="list-style-type: none"> <li>MFD staff</li> <li>CARE Traffic</li> </ul>
11	Amusement ride collapse	3	4	12 (Medium)	<ul style="list-style-type: none"> <li>Industry standards and licensing</li> <li>WorkCover certification</li> <li>Emergency Management plan</li> <li>St. John's Ambulance response plan</li> </ul>	8 (Low)	<ul style="list-style-type: none"> <li>St John Lead Service</li> <li>Rides manager</li> <li>WorkCover</li> <li>Police</li> <li>MFD staff</li> </ul>

Item	Activity	Likelihood	Consequence	Risk Rating	Risk Treatment	Risk Rating (after treatment)	Responsibility for implementation
12	Effluent spillage	3	3	9 (Low)	<ul style="list-style-type: none"> <li>• MFD staff monitoring</li> <li>• Effluent pump-out available on call</li> <li>• MFD staff with signage</li> </ul>	5 (Low)	<ul style="list-style-type: none"> <li>• MFD staff</li> <li>• Effluent removal staff</li> </ul>
13	Loss of Power/Internet in Office	3	1	6 (Low)	<ul style="list-style-type: none"> <li>• Modem/Rack on UPS (30 mins)</li> <li>• Switch to Mobile communication</li> <li>• </li> </ul>	2 (Low)	<ul style="list-style-type: none"> <li>• MFD Staff</li> </ul>
14	Injury due to sales/equipment demonstration	3	4	12 (Medium)	<ul style="list-style-type: none"> <li>• MFD to monitor</li> <li>• Emergency Management plan</li> <li>• First Aid on site</li> <li>• Supervision by exhibitor</li> </ul>	6 (Low)	<ul style="list-style-type: none"> <li>• St. John lead service</li> <li>• Exhibitor</li> <li>• MFD staff</li> </ul>
15	Injury due to traffic involvement	3	4	12 (Medium)	<ul style="list-style-type: none"> <li>• Professional Traffic Management</li> <li>• Limit traffic to service vehicles only during public open times</li> <li>• Traffic control by trained Community Groups</li> <li>• Signage for speed control</li> <li>• One way traffic</li> <li>• Traffic Management Plan</li> <li>• Police presence on site</li> <li>• Emergency Management plan</li> <li>• Separate pedestrians and traffic as much as is practicable</li> </ul>	6 (Low)	<ul style="list-style-type: none"> <li>• St John lead service</li> <li>• Police</li> <li>• Parking team</li> </ul>

Item	Activity	Likelihood	Consequence	Risk Rating	Risk Treatment	Risk Rating (after treatment)	Responsibility for implementation
16	Escape of livestock	3	4	12 (Medium)	<ul style="list-style-type: none"> <li>• Exhibitor/site holder to have adequate enclosure</li> <li>• External security fences with limited openings that are continually attended or closed</li> <li>• MFD staff</li> <li>• Communications plan</li> </ul>	6 (Low)	<ul style="list-style-type: none"> <li>• Exhibitor</li> <li>• MFD staff</li> </ul>
17	Injury due to Tractor Pull	3		12 (Medium)	<ul style="list-style-type: none"> <li>• Adequate enclosure</li> <li>• MFD staff to monitor</li> <li>• Communications &amp; St John Plan</li> </ul>	6 (Low)	<ul style="list-style-type: none"> <li>• St John lead service</li> <li>• YAMC member</li> <li>• MFD staff</li> </ul>
18	Injury from a domestic animal	4	3	12 (Medium)	<ul style="list-style-type: none"> <li>• Restrictions on domestic animals</li> <li>• Clear and visible warnings</li> <li>• MFD volunteer surveillance</li> <li>• Clear policy to visitors</li> </ul>	6 (Low)	<ul style="list-style-type: none"> <li>• St John lead service</li> <li>• MFD staff and volunteers</li> <li>• Owners</li> </ul>
19	Lost Children and Personal Property	5	1	5 (Low)	<ul style="list-style-type: none"> <li>• Take Child to central designated location</li> <li>• Make Announcement on PA</li> <li>• Make Announcement over Radio to MFD Staff</li> </ul>	3(Low)	<ul style="list-style-type: none"> <li>• Comms</li> <li>• MFD Staff/Volunteers</li> <li>• Police</li> </ul>

Item	Activity	Likelihood	Consequence	Risk Rating	Risk Treatment	Risk Rating (after treatment)	Responsibility for implementation
20	Loss of internet	4	1	4 (Low)	<ul style="list-style-type: none"> <li>• Telstra Cell on Wheels</li> <li>• Internal WiFi managed by Yless4u</li> <li>• Starlink Dish secondary connection source.</li> </ul>	4(low)	<ul style="list-style-type: none"> <li>• Yless4U Staff</li> <li>• MFD Manager</li> <li>• Network Manager</li> </ul>

