

# Free Range Gathering 2025

## Risk Management Plan

<b>Organisation</b>	Free Range Events Pty. Ltd.	<b>Date risk assessment completed:</b>	
<b>Risk Assessment Undertaken by</b>	James Caffery, Charlie Dimoff, Ben Mouat - All directors of Free Range Events		
<b>Manager Responsible:</b>	Charlie Dimoff		
<b>Risk Owners – Officers responsible for managing the risk</b>	Free Range Events Directors	<b>Officers responsible for managing risk treatments</b>	Free Range Events Directors
<b>Details</b>			
<b>Risk assessment activities to be carried out:</b> <i>E.G. Directorate / Agency / Business Unit Risk Management Plan or Project / Undertaking Risk Management plan.</i>	Event risk assessment undertaken by the Free Range Events company directors.		
<b>Define the Activity</b> <i>Provide a summarised definition of the activity, process, function, project, product or service in terms of time, location in addition to goals and objectives.</i>	<p>Over the weekend of the 5th to the 8th of September 2025, Free Range Events will be hosting an outdoor artistic gathering at the location of 25 Brindabella Valley Road, 2611.</p> <p>The festival includes live music, live performances, art gallery, creative workshops, coffee and food vans. Patrons will camp in a designated camping area for the duration of the event, with Free Range crew, volunteers, security and medical staff present throughout the entire event.</p> <p>The goals of the event are to foster community connection and showcase the incredible talent of local artists. Being a sustainable event, we aim to have as minimal waste creation and impact on the land as possible. The use of recycled materials to create unique safe spaces for community enjoyment also allows us to educate our patrons in proper waste management and circular economy. At the heart of the Free Range crew, we love music, creation and connection - this is why we do what we do.</p>		
<b>Scope</b> <i>Set the parameters of the Risk Management process which includes specifics of the activities to be carried out – what is to be included and what is not to be included or considered in this plan.</i>	<p>Undertake a full risk assessment as part of the organisation of the event. This will include the development of policies that underpin the major risk elements from noise management and intoxication.</p> <p>Monitor event risks throughout the day and log any inappropriate treatments (which will show as injuries or disruption to plans). In response to any logged incidents, changes will be made to the risk management plan as the event progresses.</p> <p>After the event a review of the risk management may be created upon request. At the debriefing, improvements for future events will be identified and successful elements will also be identified.</p>		

Element / event / activity / job step	Hazard / aspect	Risk / impact	Initial Risk Rating			Control measures	Residual Risk Rating			Risk Owner
			L'H	Cons	Rating		L'H	Cons	Rating	
People Risks										
Claims made against organiser for incidents or accidents as result of event activities	Performers cause harm to patrons  Harm (physical, emotional, mental) caused by attending event and engaging in its activities	<ul style="list-style-type: none"><li>● Potential serious injury or death</li><li>● Financial penalty for event organisers</li><li>● Workplace Safety contraventions</li><li>● Bad image and reputational damage for the event</li><li>● Increased insurance costs</li></ul>	3	Major	High	<ul style="list-style-type: none"><li>● Insurance cover taken out prior to the event which includes public liability.</li><li>● Public liability insurance contracted through Insurance.</li><li>● Performers have their own personal liability insurance</li><li>● Paramedics and security on site for the duration of the event.</li><li>● Trained first aid and overdose management volunteers for the duration of opening hours of the event.</li><li>● Management plan for seizures on site (e.g.immediate stoppage of stage lighting, strobes and lasers etc.)</li><li>● Incident reporting book at main gate/operations area.</li></ul>	1	Minor	Low	Event Organisers
			3	Mod	Medium		2	Mod	Medium	
			3	Mod	Medium		3	Mod	Medium	
Health Risks										
Extreme heat conditions	Event date on a hot period of the year	Dehydration, Hyperthermia, UV light exposure for workers, volunteers, performers etc	3	Minor	Medium	Security and Event managers monitoring patrons and ready to provide first aid and call emergency if any patron has heat strokes.	3	Minor	Medium	

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Other extreme conditions on the day of the event (torrential rain, heavy winds, etc.)	Events date on a hot period of the year with significant storm activities	Extreme winds/rain causing uplift of equipment potentially injuring patrons/volunteers/performers Damage to artwork and infrastructure Financial risk against event organiser Bad image for the event and ACT Government Increased insurance costs	4	Minor	Medium	Patrons to be evacuated from event area in the event of forecasted torrential rain, thunderstorms or severe winds. Structures have engineering certificates and damage thresholds are monitored by contractors doing regular checks on event structure.	4	Minor	Medium	
Medical emergency	Anybody at the event faces a significant medical emergency requiring an ambulance	Potential claim against event organiser if First Aiders are unable to reach emergency	3	Major	High	Ongoing monitoring for medical emergencies Adequate access for medical vehicles First aid trained staff on site	3	Mod	Medium	
I			3	Mod	Medium		2	Minor	Low	
			3	Major	High		3	Mod	Medium	
<b>Workplace Safety Risks</b>										
Power failure	Overload of power supply Battery or generator malfunction/run out of petrol	Event activities do not go ahead Public Scrutiny Bad image for the event and ACT Government	4	Minor	Medium	Decentralised power outlets All cabling and equipment is checked prior to event Cable tray, proper cable cover used to avoid trip hazards and power outages.	3	Minor	Medium	

[illegible]

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Regulatory Risks										
Obstructed Exit	Event organiser not leaving the exit clear  Contractors blocking exit  Vehicles or bins obstructing exit	Emergency services blocked when emergency access needed  Potential for serious injury  'Crush' effect	3	Major	High	Security to ensure exit pathways remain unobstructed and emergency access kept clear	1	Mod	Low	

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## ACT Government Risk Matrix

	Consequence				
	Insignificant	Minor	Moderate	Major	Catastrophic
People	Injuries or ailments not requiring medical treatment.	Minor injury or First Aid Treatment Case.	Serious injury causing hospitalisation or multiple medical treatment cases.	Life threatening injury or multiple serious injuries causing hospitalisation.	Death or multiple life threatening injuries.
Reputation & Image	Internal Review	Scrutiny required by internal committees or internal audit to prevent escalation.	Scrutiny required by external committees or ACT Auditor General's Office, or inquest, etc.	Intense public, political and media scrutiny. Eg: front page headlines, TV, etc.	Assembly inquiry or Commission of inquiry or adverse national media.
Environmental	Limited effect to something of low significance	Transient, minor effects	Moderate, short-term environmental harm	Significant, medium-term environmental harm	Long term environmental harm
Cultural & Heritage	Low-level repairable damage to commonplace structures	Mostly repairable damage	Permanent damage to items of cultural significance	Significant damage to structures or items of cultural significance	Irreparable damage to highly valued items of cultural significance
Business Process & Systems	Minor errors in systems or processes requiring corrective action, or minor delay without impact on overall schedule.	Policy/procedure rule occasionally not met or services do not fully meet needs.	One or more key accountability requirements not met. Inconvenient but not client welfare threatening.	Strategies not consistent with Government's agenda. Trends show service is degraded.	Critical system failure, bad policy advice or ongoing non-compliance. Business severely affected.
Financial	1% of Budget or <\$5K	25% of Budget or <\$50K	> 5% of Budget or <\$500K	> 10% of Budget or <\$5M	> 25% of Budget or >\$5M

				Frequency	Matrix	of 150K	of 150K	of 150K	of 150K	of 150K
Likelihood	Almost Certain	Is expected to occur in most	Once a quarter or more	>1 in 10	5	Medium	High	High	Extreme	Extreme
	Likely	Will probably occur	Once a year or more	1 in 10- 100	4	Medium	Medium	High	High	Extreme
	Possible	Might occur at some time in the future	Once every 1- 5 years	1 in 100- 1,000	3	Low	Medium	Medium	High	Extreme
	Unlikely	Could occur but doubtful	Once every 5- 20 years	1 in 1,000- 10,000	2	Low	Medium	Medium	High	High
	Rare	May occur but only in exceptional circumstances	Once every 20- 100 years	1 in 10,000- 100,000	1	Low	Low	Medium	Medium	High

### Risk Control Effectiveness

Control Effectiveness	Guide
Adequate	Nothing more to be done except review and monitor the existing controls. Controls are well designed for the risk, are largely preventative and address the root causes and Management believes that they are effective.
Room for improvement	Most Controls are designed correctly and are in place and effective however there are some controls that are either not correctly designed or are not very effective. There may be an over-reliance on reactive controls. Some more work to be done to improve operating.
Inadequate	Significant control gaps or no credible control. Either controls do not treat root causes or they do not operate effectively.  Controls if they exist are just reactive. Management has no confidence that any degree of control is being achieved due to poor control design and/or very limited operational effectiveness.

### Priority For Attention

Priority	Suggested Timing of Treatment	Authority for controlled tolerance of risk
Extreme	Short term – normally within one month  Detailed action plan required	Director-General
High	Medium Term – normally within three months  Needs senior management attention	Senior Executive
Medium	Normally within 1 year  Specify management responsibility	Managers
Low	Ongoing controls as part of a management system.  Manage by routine procedures	All Staff

### Priority for Attention - Action

Every care should be taken to act as soon as possible to implement risk control measures where ever possible or to take action to fix the problem. **Extreme Risks and High Risks** especially where the risk relates to people & personal injury require us to act immediately to take steps to fix the problem.

\*\* The suggested timing of treatment does not mean that immediate action ought not be taken or that the timing can not be completed sooner than suggested.

### Note:

When identifying, analysing and rating risk consideration should be given, but not necessarily limited to, the attached categories of risk and the suggested examples of frequency and consequences.