

ENVIRONMENT GROUP QUARTERLY RISK REPORT March 2014

Overall ranking by residual score	Risk ID	Risk category(s)	Description	Inherent Risk Classification before Controls	Controls	Residual Risk Classification after Controls	Risk Owner	Status Change since last quarterly review
22	9	Loss, failure or damage to assets; Physical harm to the public; Environmental damage	Parks- Fire	Medium Risk	Annual Fire Protection Plans in place. Grazing as recommended in Sustainable Land Use Plans (SLUPs) for QEP, Belmont RP. Grazing licence at Baring Head. Firebreak mowing at Whitireia, and progressive planting of low flammability species on park boundary.	Low Risk	Wayne Boness	Structured training plans for Rural Fire NZQA unit standards being put in place for staff to meet "fire fighter" standard. To install more "No Fires" signs at Whitireia Park and Queen Elizabeth Park. Organising familiarisation trips around regional parks for new Rural Fire Authority staff.
25	5	Health and safety of staff, contractors and volunteers	Parks- Rangers threatened or injured by the public in carrying out enforcement duties	Medium Risk	Parks Health & Safety Plan. All Rangers (Principal, Park, Maintenance) undergo basic CERT (Compliance, Enforcement, Regulatory Training), with Principal and Park Rangers (including Summer Rangers) also completing a 4 day advanced CERT course. Periodic joint ranger patrols organised in target areas to practise skills learned with peers.	Low Risk	Wayne Boness	High levels of compliance being achieved through regular patrolling. Twelve warning letters sent to off-road vehicle users at Whitireia. Ongoing monitoring of firewood permit holders and subsequent removal of several people from the forest. New staff have undertaken refresher compliance training. Registering instances of aggressive behaviour in SafeSmart to monitor trends.
26	5	Physical harm to the general public	Parks - injury to public on organised events	Medium Risk	Participants are advised in advance of conditions and terrain to expect on events. A Health & Safety briefing is given before events start. GW staff are trained in Outdoor First Aid and equipped with cellphones/radios and First Aid kits. GW must approve health & safety and traffic management plans for externally organised events on parks.	Low Risk	Andy Nelson	Most walks in the GOSE programme are rated for fitness level required for the particular event. The categories are Easy, Moderate, Good or Fit only. These advertised fitness ratings requirements take into account the difficulty of the terrain. Where there are special requirements because of the terrain they are communicated via the brochure, website listing and/or at the time of booking. Health and Safety briefings have been scheduled for all GOSE events.
28	8	Health and safety of staff, contractors and volunteers	Parks- injury to staff carrying out work	High Risk	Department Hazard Registers Working Alone Procedures & Equipment Parks Health and Safety Guidelines	Medium Risk	Bronek Kazmierow	Implementing Chainsaw usage SOP - staff competency assessments and SOP sign off. New staff inductions underway with a suite of requisite H&S training. Working remotely: at risk crews working currently within the Korokoro Valley have satellite phones and EPIRBs on site (as this area has poor radio/cellphone coverage), along with regular safety gear. Assessed potential ride on mower replacement models suitability as part of the Assets Team workshop in March, and a machine for kaitoke with HSE as a key consideration.
32	4	Loss, failure or damage to assets; Services are severely curtailed; Physical harm to the general public	Parks - facilities and infrastructure do not perform to the required standard	Medium Risk	Standard operating procedure to check parks infrastructure following weather events (to be developed) Parks Annual Plan funds implementation of Asset Management Plan. Insurance is in place.	Low Risk	Bronek Kazmierow	Facility improvements completed to address public safety concerns: Korokoro Valley track - bridge and barriers installation to address fall hazards; track realignment underway at Korokoro Forks to Belmont Trig track. Muritai Track realignment put on hold. Baring Head bridge remedial repair work completed; costings obtained for replacing this deteriorating bridge in 2015/16. Insurances schedule updated.
2	31	Physical harm to the general public; Environmental damage	Navigation accident in the Harbour	High Risk	Beacon Hill Communications centre is operational 24/7 to monitor & communicate with boats in the harbour and ships are required to call Beacon Hill 10 minutes prior to departure to check that the way is clear. The Harbour Safety Management system is in place.	Low Risk	Mike Pryce	Review of risk assessment has begun. Staff training took place on new risk management software. Plan for resolution of Beacon Hill main radar issues has been agreed on.
3	42	Environmental damage	Oil spill in the Harbour	Medium Risk	Oil spill equipment is on hand at the harbour & regularly inspected. Safety management system has procedures & checklists for refuelling operations.	Low Risk	Mike Pryce	Quarterly equipment service was carried out 19 March, included annual inspection and additional service with Maritime NZ staff.

1	30	Loss, failure or damage to assets; Physical harm to the general public	Failure to provide adequate early warning of flood	Medium Risk	Flood monitoring equipment is in place at key sites around the Region & is monitored daily. This equipment is also inspected at site on a regular 6 weekly cycle. A Flood Procedure manual and Communications Plans are in place in Wellington & the Wairarapa. There is a duty person 24/7, responsible for responding when the equipment indicates rising water levels.	Low Risk	Graham Sevicke-Jones	Considerable resource is being put into the asset management improvement project which will produce a comprehensive asset management plan for all flood monitoring assets, and will further refine our approach to managing our flood assets. This will in turn reduce any potential risk of asset failure. This project is due to be completed by the end of the current financial year.
77	3	Environmental damage	Contaminated site(s) either known or unknown that results in harm to environment and/or health	Very High Risk	Resourcing - additional admin resource has been provided to ensure that the database is updated regularly. Also the reports provided to the public have been reviewed and reformatted to be more user friendly. Additional technical expertise has also been allocated to review the data provided by the TA's. (Confidence:Effective, Reliance:Significant)	Medium Risk	Graham Sevicke-Jones	Additional administration resource has been provided to ensure that the database is updated regularly. Also reports to the public have been reviewed and reformatted to be more user friendly. Additional technical expertise has been allocated to review the data provided by the TA's.