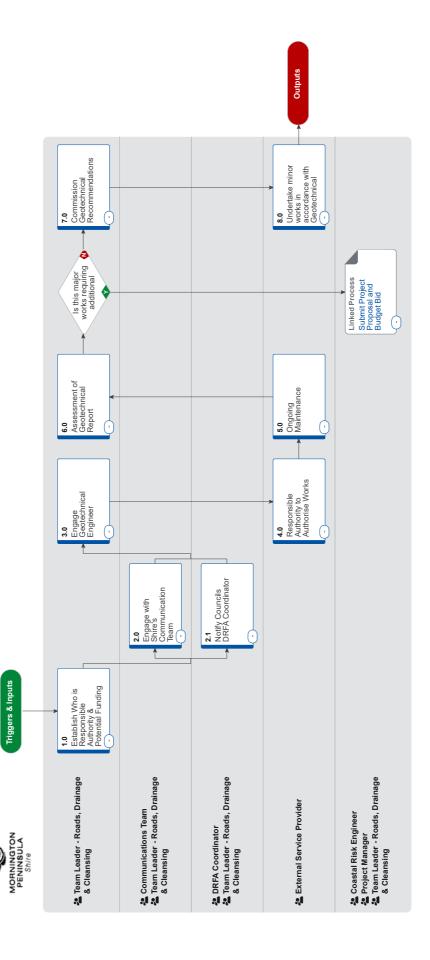
Inland Landslip Assessment [In Progress] v0.19





Inland Landslip Assessment [In Progress] v0.19



Summary

Objective

Describes the general steps to follow once a landslip has been identified

Background

To assist officers in managing landslips on the peninsula

Owner Personal Data

Expert Personal Data

Procedure

1.0 Establish Who is Responsible Authority & Potential Funding Source

Team Leader - Roads, Drainage & Cleansing

NOTE Establish working group

Determine who should be involved from

- Council
- External

2.0 Engage with Shire's Communication Team

Communications Team, Team Leader - Roads, Drainage & Cleansing

NOTE If the public need to be notified work with Coms team in setting up necessary publications

Eg. Shire website updates, Road/path/beach closes etc

2.1 Notify Councils DRFA Coordinator

DRFA Coordinator, Team Leader - Roads, Drainage & Cleansing

NOTE Contact DRFA

DRFA Coordinator to be contacted asap as there are time limits associated with potential funding assistance

3.0 Engage Geotechnical Engineer

Team Leader - Roads, Drainage & Cleansing

NOTE Engage Geotechnical Engineer

Engage Geotechnical Engineer to assess the site and provide report detailing immediate advice on safety, potential for damage and risk to life and property. A detailed engineering report should also include remediation options to be discussed with the project team

4.0 Responsible Authority to Authorise Works

External Service Provider

NOTE Contractors Actions

Authorised Contractor undertake works in accordance with Geotechnical advice if minor in nature and budget available

5.0 Ongoing Maintenance

External Service Provider

NOTE Maintain Temporary works

Maintenace Contractor to ensure controls are maintained for duration of process. These controls may be from the initial make safe or additional works as a result of the Geotechnical recommendations

6.0 Assessment of Geotechnical Report

Team Leader - Roads, Drainage & Cleansing

NOTE Review the Geotechnical report and finidngs

Is this major works requiring additional funding Team Leader - Roads, Drainage & Cleansing

3

YES.... PROCESS Submit Project Proposal and Budget Bid

NO.... Continue

7.0 Commission Geotechnical Recommendations

Team Leader - Roads, Drainage & Cleansing

8.0 Undertake minor works in accordance with Geotechnical advice

External Service Provider

Triggers & Inputs

TRIGGERS

None Noted

INPUTS

Input	From Process	How Used
request	Initial notification and assess- ment for Landslips on the peninsula	assessment

Outputs & Targets

OUTPUTS

Output	To Process	How Used
Minor works approved	n/a	Minor works for repairs to landslip
Budget bid for major works	Submit Project Proposal and Budget Bid	Budget approval for major works to be undertake n

PERFORMANCE TARGETS

None Noted

Process Dependencies

PROCESS LINKS FROM THIS PROCESS

Process Name	Type of Link	Assigned Role
Initial notification and assessment for Landslips on the peninsula	Input	-
Submit Project Proposal and Budget Bid	Decision, Output	Coastal Risk Engineer, Project Manager, Team Leader - Roads, Drainage & Cleansing

PROCESS LINKS FROM OTHER PROCESSES

None Noted

RACI

RESPONSIBLE

Roles that perform process activities

Coastal Risk Engineer, Communications Team, DRFA Coordinator, External Service Provider, Project Manager, Team Leader - Roads, Drainage & Cleansing

Systems that perform process activities

None Noted

ACCOUNTABLE

For ensuring that process is effective and improving

Owner	Personal Data		
Process Expert	Personal Data		

CONSULTED

Those whose opinions are sought

STAKEHOLDERS

None Noted

STAKEHOLDERS FROM LINKED PROCESSES

Process	Owner	Expert	Process Group
Submit Project Proposal and Budget Bid	Personal Data	Personal Data	Project Financial Lifecycle

INFORMED

Those notified of changes

All of the above. These parties are informed via dashboard notifications.

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None Noted

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None	Noted			
Time	eframes			
Activ	ity	Incl.	Active Time	Wait Time
1.0	Establish Who is Re Funding Source *	esponsible A	authority & Potent	ial
	Normal	~	-	-
2.0	Engage with Shire's	Communic	ation Team *	
	Normal	~	-	-
2.1	Notify Councils DRI	FA Coordina	tor *	
	Normal	~	-	-
3.0	Engage Geotechnic	al Engineer	*	
	Normal	✓	-	-
4.0	Responsible Authority to Authorise Works *			
	Normal	✓	-	-
5.0	Ongoing Maintenan	ce *		
	Normal	~	-	-
6.0	Assessment of Geotechnical Report *			
	Normal	~	-	-
?>	Is this major works	requiring ad	ditional funding *	
	Normal		-	

Commission Geotechnical Recommendations *

TOTAL

Undertake minor works in accordance with Geotechnical

Variance Scenarios:

Normal

advice '

7.0

8.0