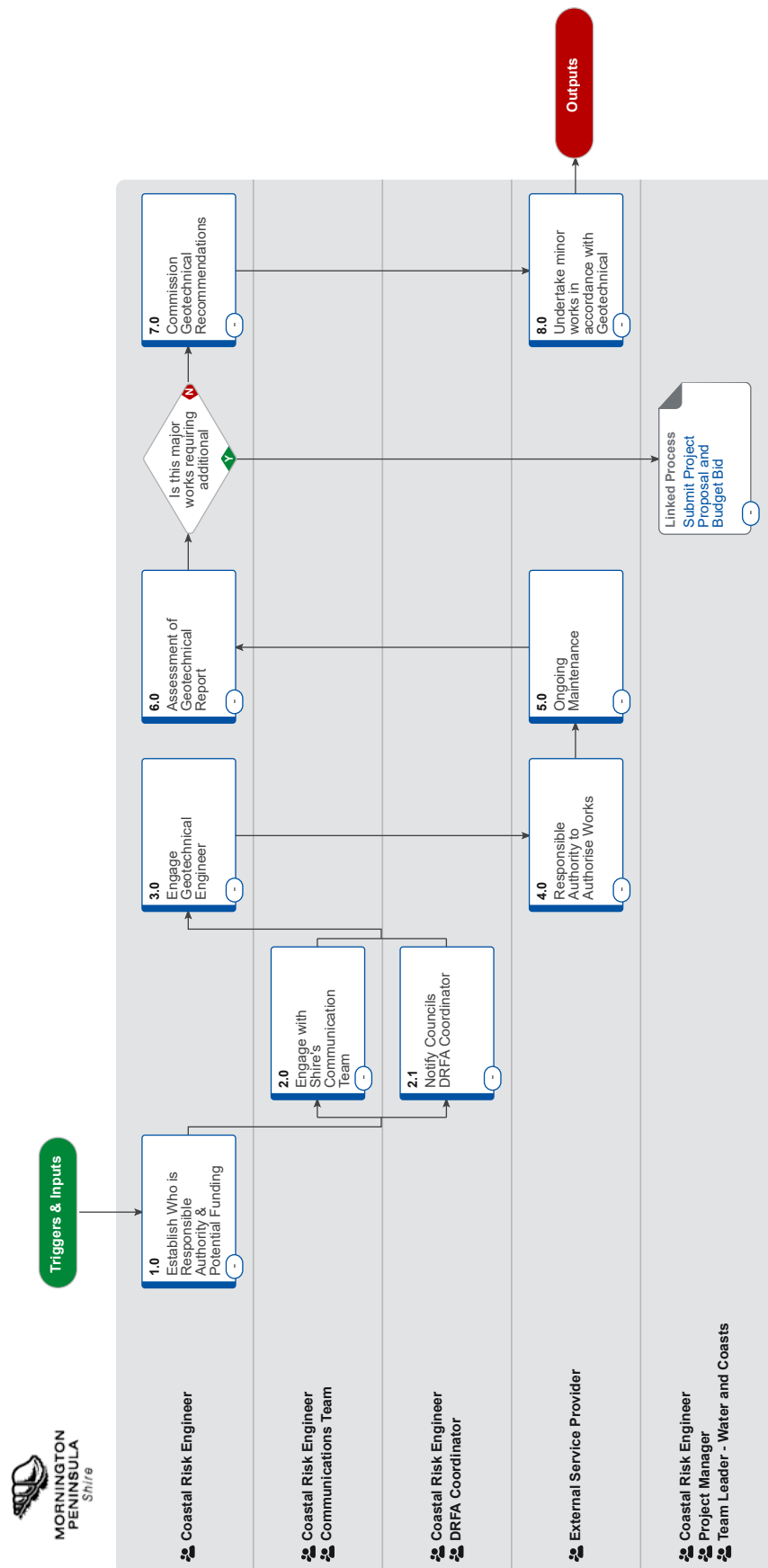


Coastal Landslip Assessment [In Progress] v0.7



Coastal Landslip Assessment [In Progress] v0.7



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

Coastal Risk Engineer

NOTE Establish working groups if required

Determine who should be involved from
- Council
- External

2.0 Engage with Shire's Communication Team

Coastal Risk Engineer, Communications Team

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

Coastal Risk Engineer, DRFA Coordinator

NOTE Contact DRFA

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

3.0 Engage Geotechnical Engineer

Coastal Risk Engineer

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

Maintenance 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

Coastal Risk Engineer

NOTE Review the Geotechnical report and findings

? Is this major works requiring additional funding

Coastal Risk Engineer

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

NO.... Continue

7.0 Commission Geotechnical Recommendations

Coastal Risk Engineer

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 assessment 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 undertaken

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 - Water and Coasts

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 - Water and Coasts

Systems that perform process activities

None Noted

ACCOUNTABLE

For ensuring that process is effective and improving

Process 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	Benita Sankey	Alison Hogg	Project Financial Lifecycle

INFORMED

Those notified of changes

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

Systems

None Noted

Lean

None Noted

Timeframes

Activity	Incl.	Active Time	Wait Time
1.0 Establish Who is Responsible Authority & Potential Funding Source *			
Normal	✓	-	-
2.0 Engage with Shire's Communication Team *			
Normal	✓	-	-
2.1 Notify Councils DRFA Coordinator *			
Normal	✓	-	-
3.0 Engage Geotechnical Engineer *			
Normal	✓	-	-
4.0 Responsible Authority to Authorise Works *			
Normal	✓	-	-
5.0 Ongoing Maintenance *			
Normal	✓	-	-
6.0 Assessment of Geotechnical Report *			
Normal	✓	-	-
◇ ? Is this major works requiring additional funding *			
Normal	✓	-	-
7.0 Commission Geotechnical Recommendations *			
Normal	✓	-	-
8.0 Undertake minor works in accordance with Geotechnical advice *			
Normal	✓	-	-
TOTAL		-	-

Variance Scenarios: