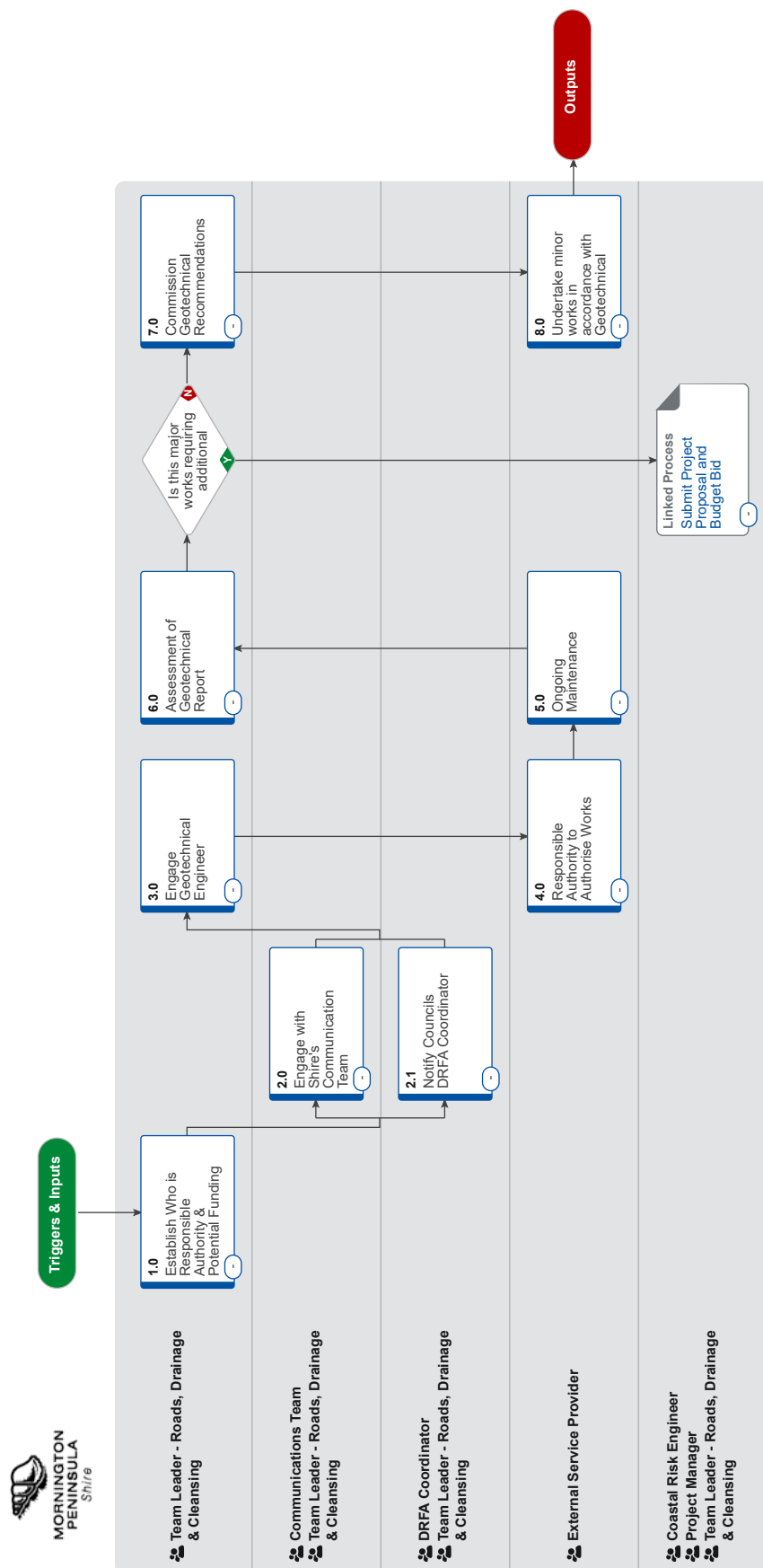


# Inland Landslip Assessment [ In Progress ] v0.19



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## 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

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

Team Leader - Roads, Drainage & Cleansing

#### **NOTE** Review the Geotechnical report and findings

### ? Is this major works requiring additional funding

Team Leader - Roads, Drainage & Cleansing

**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 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 - 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

**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	Personal Data	Personal Data	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	✓	-	-
<b>TOTAL</b>		-	-

**Variance Scenarios:**