

RISK REGISTER

The risk register is in MS Excel. The risks identified include 600+ risks. With general workplace health and safety risks and also NT Specific risks like dehydration and heat stress, melioidosis and remote driving.

Risk Consequence Assessment							Control Effectiveness	
IMPACT DESCRIPTORS								
IMPACT CATEGORY	CATASTROPHIC	MAJOR	MODERATE	MINOR	NEGLIGIBLE			
FINANCIAL	>\$3m loss	\$1m-\$3m loss	\$300k-\$393k loss	\$10k-\$293k loss	<\$10k loss	Fully Effective	Risk being managed effectively, controls are well designed and effective. Management believes the controls are effective and only requires monitoring and review of existing controls.	
PEOPLE	Fatality and/or severe disability to one or more people	Extensive injury or impairment one or more persons	Short term disability to one or more persons	Significant medical treatment and/or hospitalisation	First aid or minor medical treatment	Substantially Effective	Most controls are designed correctly and are effective. Controls require more work to improve operating effectiveness. Management has some concerns about the effectiveness/reliability of some controls.	
REPUTATION	National media coverage	State media coverage	Local media coverage over several days	Local media coverage	No media coverage	Partially Effective	Controls are designed correctly by addressing root cause but are not very effective. Management believes not enough of the controls are effective. Some controls are not well designed, do not treat root cause, or place too great a reliance on reactive controls.	
SERVICE OUTPUTS	Total cessation of multiple services	Disruption to multiple services	Total cessation of one service for a few months/multiple services for several weeks	Some service disruption in one area	Minimal disruption	Largely Ineffective	Insufficient Controls. Controls, if they exist, are reactive. Controls do not treat root cause or do not operate effectively. Management believes the controls require significant improvement or replacement.	
LEGAL & COMPLIANCE	Major litigation or investigation by regulatory body	Major breach of regulation with investigation with punitive fine or significant litigation	Breach of regulation with investigation by authority and possible moderate fine	Breaches of regulation minor fine or legal costs or minor litigation	Minor legal issues or breach of regulations	None or Totally Ineffective	No reliable controls in place or available. Management has no confidence in the controls.	
RISK LEVEL MATRIX							RISK TOLERANCE THRESHOLDS	
IMPACT							A DECISION TO TOLERATE RESIDUAL RISK MUST BE MADE BY THE RELEVANT ENDORSING AUTHORITY AND RESIDUAL RISK SUBJECT TO PERIODIC REVIEW	
LIKELIHOOD	CATASTROPHIC	MAJOR	MODERATE	MINOR	NEGLIGIBLE	LEVEL	ENDORSED AUTHORITY	DESCRIPTION
ALMOST CERTAIN	MEDIUM	HIGH	VERY HIGH	VERY HIGH	VERY HIGH	VERY HIGH		Intolerable without Treatment. Exposure to these risks would normally be immediately discontinued except in extreme circumstances.
LIKELY	MEDIUM	HIGH	HIGH	VERY HIGH	VERY HIGH	VERY HIGH		Intolerable without Treatment. Exposure to these risks should be discontinued as soon as reasonably practicable.
POSSIBLE	LOW	MEDIUM	MEDIUM	HIGH	VERY HIGH	HIGH		Tolerable with Periodic Review. Exposure to these risks may continue provided it has been appropriately assessed and has been mitigated to As Low As Reasonably Practicable.
UNLIKELY	LOW	LOW	MEDIUM	HIGH	HIGH	MEDIUM		Tolerable with Periodic Review. Exposure to these risks may continue provided it has been appropriately assessed and has been mitigated to As Low As Reasonably Practicable.

=IF(NOT(L2=0),"VERY HIGH",IF(NOT(L3=0),"HIGH",IF(NOT(L4=0),"MEDIUM",IF(NOT(L5=0),"LOW",""))))

Risk Management		Policy in Place										SIGN-OFF REQUIREMENT			
Title:	Traffic Management	Contractor Management		-		12		VERY HIGH		0		Traffic Management IS CONSIDERED MEDIUM RISK			
Completed By:		Consultation Procedure		-		0		HIGH		0					
Date Completed:	Thursday, 9 October 2014	School Newsletter		-		1		MEDIUM		10					
Ref Number:		-		-		0		LOW		3					
								VERY HIGH		Total Risks		13		NAME: DATE: SIGNATURE:	

ID	Risk Description (Source/Event)	Causes (will result in)	Impacts	Risk Ranking			Risk Ranking	Risk Mitigation Strategy				Residual Risk Ranking				Comments
				Frequency	Consequence	Overall Risk		Responsible Party	When	Effectiveness	Frequency	Consequence	Risk Ranking	Controlled Risk		
Construction Work																
New Risk Impact Text																
3.1	Unsupervised Roadworks (outside of CE)	In situ work Done by Public Incident	FINANCIAL PEOPLE REPUTATION SERVICE OUTPUS LEGAL & COMPLIANCE	ALMOST CERTAIN 5	CATASTROPHIC 5	VERY HIGH	VERY HIGH	School Events with security, communication with staff, community liaison, traffic management	Principal	Quarterly	Substantially Effective	UNLIKELY	2	MINOR	1	MEDIUM
3.2	Construction within School Grounds	In situ work Done by Public Incident	FINANCIAL PEOPLE REPUTATION SERVICE OUTPUS LEGAL & COMPLIANCE	ALMOST CERTAIN 5	CATASTROPHIC 5	VERY HIGH	VERY HIGH	Contractor Management, Consultation Procedure, School Newsletter, Traffic Management	Principal	As required	Substantially Effective	UNLIKELY	2	MINOR	1	LOW
3.3	Nearby Building Construction	In situ work Done by Public Incident	FINANCIAL PEOPLE REPUTATION SERVICE OUTPUS LEGAL & COMPLIANCE	ALMOST CERTAIN 5	CATASTROPHIC 5	VERY HIGH	VERY HIGH	School Events with security, communication with staff, community liaison, traffic management	Principal	As required	Substantially Effective	POSSIBLE	3	MINOR	1	MEDIUM
Bus pick and set down																
New Risk Impact Text																
4.1	Inadequate signage	Students hit by vehicle	FINANCIAL PEOPLE REPUTATION SERVICE OUTPUS LEGAL & COMPLIANCE	LIKELY 4	MODERATE 3	HIGH	VERY HIGH	School Events with security, communication with staff, community liaison, signage management	Principal	Quarterly	Substantially Effective	UNLIKELY	2	MINOR	1	LOW
4.2	Inappropriate Location	Students hit by vehicle	FINANCIAL PEOPLE REPUTATION SERVICE OUTPUS LEGAL & COMPLIANCE	ALMOST CERTAIN 5	MODERATE 3	HIGH	VERY HIGH	School Events with security, communication with staff, community liaison, signage management	Principal	Quarterly	Substantially Effective	UNLIKELY	2	MINOR	1	LOW
4.3	Inadequate Supervision	Students hit by vehicle	FINANCIAL PEOPLE REPUTATION SERVICE OUTPUS LEGAL & COMPLIANCE	ALMOST CERTAIN 5	MODERATE 3	HIGH	VERY HIGH	School Events with security, communication with staff, community liaison, signage management	Principal	Quarterly	Substantially Effective	UNLIKELY	2	MINOR	1	LOW
4.4	Inadequate Line Marking	Students hit by vehicle	FINANCIAL PEOPLE REPUTATION SERVICE OUTPUS LEGAL & COMPLIANCE	ALMOST CERTAIN 5	MODERATE 3	HIGH	VERY HIGH	School Events with security, communication with staff, community liaison, signage management	Principal	Quarterly	Substantially Effective	UNLIKELY	2	MINOR	1	LOW
4.5	Poor traffic flow/congestion	Students hit by vehicle	FINANCIAL PEOPLE REPUTATION SERVICE OUTPUS LEGAL & COMPLIANCE	ALMOST CERTAIN 5	MODERATE 3	HIGH	VERY HIGH	School Events with security, communication with staff, community liaison, signage management	Principal	Quarterly	Substantially Effective	UNLIKELY	2	MINOR	1	LOW