

Community Emergency Risk Management

2006

RESORT WORKBOOK

Mt Hotham Resort Management

Community Emergency Risk Management

Workbook

This workbook records the outcomes of the Community Emergency Risk Management process conducted by Mt Hotham Alpine Resort.

It is accepted that the treatments recommended during this process will be addressed at the appropriate management level and that a process for monitoring the effectiveness of their implementation will be established. Regular reports will be provided to the Resort emergency management planning committee and other parts of council as necessary.

Resort Emergency Resource Officer

Chair, Resort Emergency Management Planning Committee

Chief Executive Officer

Date _____

Introduction

This workbook has been developed to provide the Resort with a guide as to what information should be retained from the Community Emergency Risk Management process for audit purposes. More importantly, the workbook records the decisions of the group and contains the plans that must be completed in each phase. Using this workbook will ensure a consistent approach and methodology.

The Community Emergency Risk Management process as facilitated by VICSES uses the model on the following page. This model shows the phases and steps that will guide your Resort in completing a Risk Management process for emergencies as per:

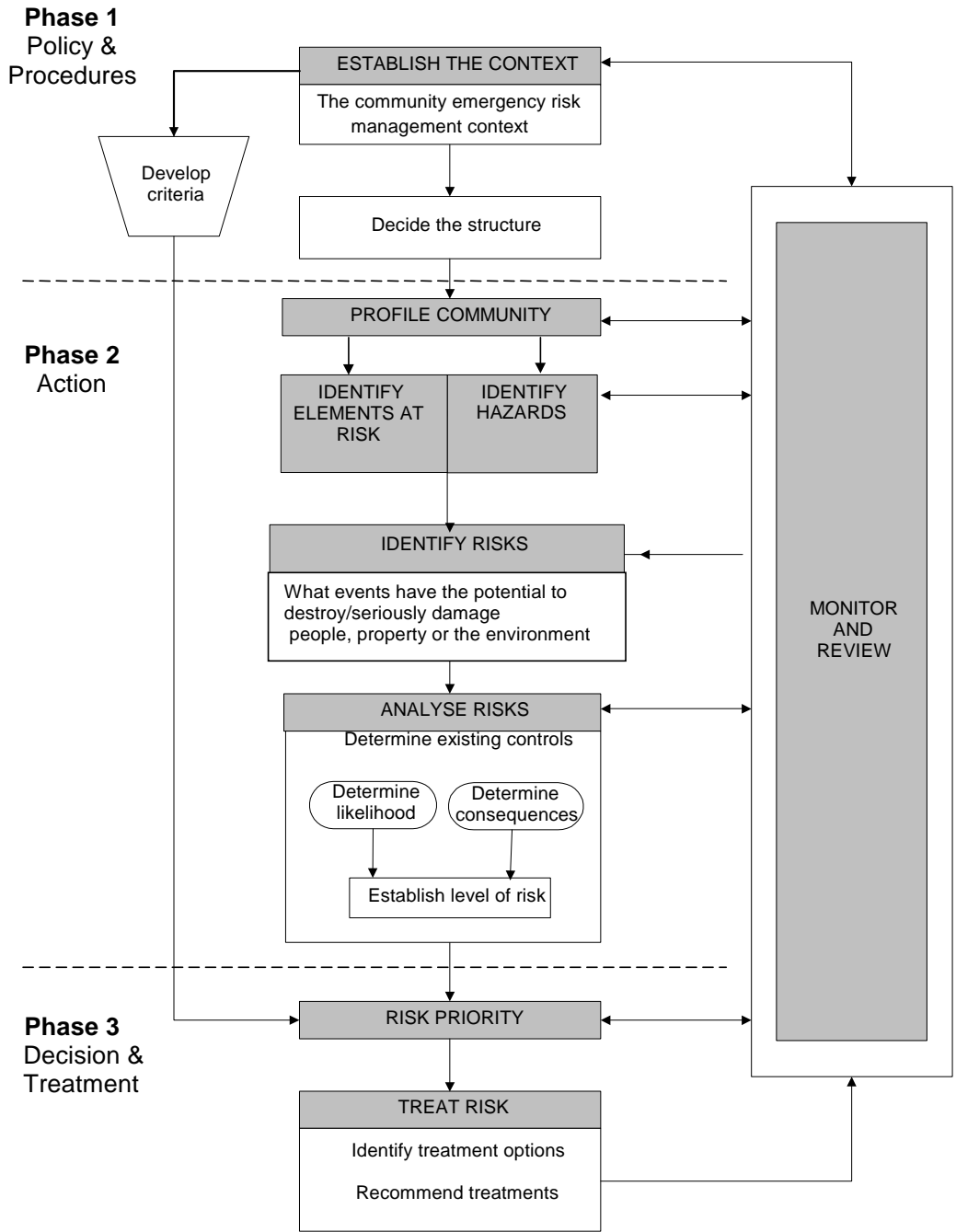
- AS/NZS 4360
- EMA Emergency Risk Management Applications Guide
- EMA Implementing Emergency Risk Management Facilitators Guide

Community Emergency Risk Management

Community emergency risk management can be divided into the three phases outlined in the table below.

Phase one: Policy and procedures	Develop policies, procedures and terms of reference.
Phase two: Action	<p>This is the investigative, information-gathering and analytical phase. The group will:</p> <ul style="list-style-type: none"> ➤ Collect data about the community's elements at risk and hazards. ➤ Identify risks (What events have the potential to destroy/seriously damage people, property or the environment.) ➤ Analyse risks <ul style="list-style-type: none"> ▪ How likely is it? ▪ What will be the consequences? ➤ Prioritise risks
Phase three: Decision and treatment	<p>During this phase decisions need to be made about what can be done and how to prevent, mitigate, avoid, accept (tolerate). The group will recommend treatment options to senior management for implementation.</p>

Community Emergency Risk Management model



Glossary

<i>Consequences</i>	The outcome of an event or situation expressed qualitatively or quantitatively, being a loss, injury, disadvantage or gain.
<i>Hazard</i>	A source of potential harm or a situation with a potential to cause loss.
<i>Likelihood</i>	Used as a qualitative description of probability and frequency.
<i>Risk</i>	The chance of something happening that will have an impact upon objectives*. It may be measured in terms of likelihood and consequences. *e.g. a safe and healthy community
<i>Risk avoidance</i>	An informed decision not to become involved in a risk situation.
<i>Risk management</i>	The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, assessing, treating and monitoring risk.
<i>Residual risk</i>	The remaining level of risk after risk treatment measures have been taken.
<i>Risk transfer</i>	Shifting the responsibility or burden for loss to another party through legislation, contract, insurance or other means. Risk transfer can also refer to shifting a physical risk or part thereof elsewhere.
<i>Risk treatment</i>	Selection and implementation of appropriate options for dealing with risk.
<i>Qualitative</i>	Analysis using word form or descriptive scales to describe the magnitude of potential consequences and the likelihood that those consequences will occur.
<i>Quantitative</i>	Analysis using numerical values for both consequences and likelihood using data from a variety of sources. The quality of the analysis depends on the accuracy and completeness of the numerical values used.

Note: All definitions taken from AS/NZS 4360 Risk management.

Phase One

Policy and Procedures

Before commencing, record the names and organisations of the members of the group.

Name	Organisation
Jenny MOLLOY	MT HOTHAM
Gayle HUGHES	“
Nicole EPEMA	“
Larry DOYLE	“
Leanne ROBERTS	DHS
Gavin KELLY	VICSES

Recorded by _____ Chair of REMPC

Date _____

Step one: Establish the context

The group should determine exactly what it is trying to achieve and what may affect the outcome, and to identify the decision-making powers of the group.

The group needs to establish the context by defining the criteria against which risk is measured (acceptability of risk) and defining the structure that will be used to identify, analyse and treat risk.

Before considering the content of the context statement, document the group's answers to the following questions.

1. What authority does the REMPC have?

As per the EMA 1986, to prepare and maintain a Resort Emergency Management Plan, AND as well per the Alpine Resorts Management Act 1997

2. What decision-making power is invested in the REMPC?

This committee has no powers as such, rather the ability to make recommendations to the Board and to provide advice.

3. What are the terms of reference regarding Community Emergency Risk Management for this group?

To prepare a community emergency risk management plan through formal and informal consultation with stakeholders and interested and affected parties.

- It must consider prevention, response and recovery
- To identify treatments for risks that have the potential to become emergencies* that:
 - Require the action of more than one agency
 - Threaten people, property and environment
 - Have the potential to be protracted or escalate, so as to severely affect the community

* Emergency as defined in the Emergency Management Act 1986

4. How will information be communicated to the stakeholders?

Public forum, Induction days for both business and staff, staff conferences, web site, community newsletters, local flyers, notice boards, library/copies of this plan and others.

5. What information will be distributed?

Details of the process and progress reports.

6. What are the major outcomes expected?

Clear identification of high risk hazards, qualitative and quantitative. Minimisation/reduction of risks, better public awareness

7. What strategies may be used to determine the concerns of the community regarding hazards within the community?

Surveys, community consultative processes, communications strategy, community concerns register, higher public health awareness(brochures/flyers etc).

Mt Hotham Resort Management

Community Emergency Risk Management Plan

CONTEXT STATEMENT

MT HOTHAM RESORT MANAGEMENT

The Board in its ongoing efforts to create a safer community and environment has undertaken a Community Emergency Risk Management approach following the process based on guidelines identified in AS/NZS 4360 1995.

In an endeavour to eliminate or reduce emergency risk, the Resort Emergency Management Planning Committee has undertaken a process to identify, record, analyse and assess risk on the basis of likelihood and the consequences of those risks. Priority will be given to the process of risk reduction through strategies implemented by relevant authorities and agencies.

A process of community consultation combined with expert opinion from members of the Resort Emergency Management Planning Committee will form the basis of this risk assessment.

The appropriateness of these strategies will require ongoing reappraisal and review to ensure their value in risk management. For this reason, the process will be ongoing and dynamic.

Recommendations by the committee will be presented to the Board for endorsement prior to being recorded within the Resort Emergency Management Plan Risk Register. As risk management is an "active" process, the Resort Emergency Management Planning Committee will be required to regularly review risks within the Resort and report such findings to the Board. The Board will decide on any action that may be needed.

Recorded by Jenny MOLLOY, Chair of REMPC
Date: 28/11/2002

Step two: Structure

1. Describe the type of analysis to be used.

A process analysing the likelihood and consequence of the risk identified and prioritising future treatment options.

2. Map out the structure. (Describe the techniques to be used to identify risks.)

- Using the REMP and the risks/hazards already identified within,
- Analysis of existing process' and procedures
- Identify other risks, by brainstorming, visual inspections, community consultation.
- And other techniques as required.

3. Undertake activities in the following sequence:

- | | |
|--|---------------------------------|
| 1. Community profile | 7. Determine likelihood |
| 2. Identify hazards | 8. Determine consequences |
| 3. Identify elements at risk | 9. Allocate likelihood rating |
| 4. Identify risks | 10. Allocate consequence rating |
| 5. Analyse risks | 11. Establish level of risk |
| 6. Consider the adequacy of current controls | |

Comments

Recorded by Jenny MOLLOY, Chair of REMPC

Date 28/11/2002

Step three: Determine the criteria to be used

The group should determine the criteria to be used. Criteria are set at the start of the process, before doing the risk analysis. This process is the Resort's Policy Statement.

Criteria

The first step of setting the criteria is for the group to agree as to whether the table below will be used for qualitative measures of likelihood.

These tables are developed from table on page 34 of the risk management standard and will be used in conjunction with the Risk Register and Analysis Matrix.

Qualitative measures of likelihood

Level	Descriptor	Description
5	Almost certain	The event is expected to occur. High level of recorded incidents and/or very strong anecdotal evidence. A strong likelihood event will reoccur. Great opportunity, reason, or means to occur.
4	Likely	The event will probably occur. Regular recorded incidents and strong anecdotal evidence. Considerable opportunity, reason or means to occur.
3	Possible	The event should occur at some time. Few infrequent, random recorded incidents or little anecdotal evidence. Very few incidents in associated organisations or comparable facilities. Some opportunity, reason or means to occur.
2	Unlikely	The event could occur at some time. No recorded incidents or any anecdotal evidence. No recent incidents in associated organisations or facilities. Little opportunity, reason or means to occur.
1	Rare	The event may occur only in exceptional circumstances.

Qualitative measures of consequence

Consequence Ranking Matrix

Rating	Description	Environment	Financial & Legal	Human	Service Interruption	Reputation and Image	OH&S
5	Catastrophic	Long term damage	Above \$15m	Multiple Deaths	Cessation of service for months	Public inquiry	Multiple Deaths
4	Major	Significant Damage	Up to \$15m	Single Death/Multiple injuries	Cessation of service for up to a month	Major government/department embarrassment	Single Death/Multiple injuries
3	Moderate	Moderate damage	Up to \$5m	Injury/Hospital	Cessation of service for up to one week	Broad community and media concern	Injury/Hospital
2	Minor	Minor damage	Up to \$1m	Injury/Treatment	Minor disruption to service	Local community/stakeholder concern	Injury/Treatment
1	Insignificant	Brief pollution	Up to \$10,000	First Aid	No disruption of service	Resolved on day-to-day basis	First Aid

The final issue when establishing criteria is to review the legend of the table below. These statements determine the actions to be taken in response to the level of risk identified for a particular type of event. These statements provide guidance to the group in relation to the level of acceptability of each risk.

Note: the structure of this Risk Rating Matrix **cannot** be varied.

Risk rating matrix

LIKELIHOOD	CONSEQUENCES				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
5 (almost certain)	6	7	8	9	10
4 (likely)	5	6	7	8	9
3 (possible)	4	5	6	7	8
2 (unlikely)	3	4	5	6	7
1 (Rare)	2	3	4	5	6

Legend

Risk Ranking/score	Level of risk	Recommended action
8 - 10	Extreme	Detailed research and management planning required at senior levels. Action must be taken to reduce consequences or likelihood.
6 - 7	High	Senior management attention required, further research might be required. Some action must be taken.
4 - 5	moderate	Management responsibility must be specified, specific monitoring or response procedures required.
2 - 3	low	Managed by routine procedures.

Recorded by Jenny MOLLOY, Chair of REMPC, that the above tables and legend have been accepted by the group or have been amended as shown.

Date 28/11/2002

Accepted by the Board as the context, criteria and structure of the Mt Hotham Resort Management Community Emergency Risk Management process.

Chief Executive Officer _____

Date _____

Phase Two

Action

Step one: Develop a community profile

The group should develop a community profile. This activity creates a high level of community awareness among all those in the group who will be undertaking the risk management process.

Community profile**Geography**

Located in North East Victoria, Mt Hotham has a summit of 1,845 metres elevation and the snowline altitude is 1,100. Mt Hotham is located in a mountainous area comprising sharp and slightly rounded peaks connected by ridge lines that are incised by steep water courses and gullies. The main village area is at an elevation of 1750 metres.

To the North East of the summit is a ridge known as Loch Spur, which leads to Mary's Slide, the Orchard and eventually Mt Loch (elevation 1,860 metres). To the East of Mt Hotham, the land falls steeply into the valley of Swindler's Creek. This is a highly active watercourse, which runs from its source on Mt Loch, past the Plains of Heaven and beyond. The Dargo, Kiewa and Cobungra rivers also rise in the resort. The Eastern side of Swindler's Creek climbs approximately 300 metres to a ridge running South from Mt Loch.

The Resort has 120 hectares of area available for downhill skiing and 23 kilometres of cross country ski trail. The downhill ski terrain ranges from relatively open and flat ridge areas to steep valley sides.

The major vegetation communities include Alpine Herbfields, Heathlands and Grasslands found on the most exposed areas of the Resort, namely mountain peaks and ridgelines. Snow Gum Woodlands are widely distributed throughout the Resort and occur at an elevation of between 1,400 and 1,700 metres.

Mountain Gums and Snow Gum Forests are abundant within the Resort on the northern and gentle slopes at lower elevations between 1,200 to 1,500 metres. Understoreys are generally heathy with scattered shrubs with areas of Black Mallee woodland also common.

History of Emergencies

Emergencies rise primarily through the extreme and hostile weather conditions for six months of the year. Unfamiliarity of the environment by its visitors is also a prime cause.

Some of the more recent emergencies within the resort include cars over the edge of roads, a helicopter crash in 1994, a number of missing persons, snow related injuries and avalanches.

Infrastructure

The Mt Hotham Resort Management Board is responsible for the infrastructure required to provide the urban services of gas, water, sewerage, solid waste and building maintenance; and for the operational services of the workshop, fleet management and maintenance, transport, car parking and traffic control, snow clearing, cross country and ski field safety capital works and information and communication systems. The Resort also includes a medical centre, police station and ambulance centre as well as a helipad.

Demography

There are no individual townships within the resort. The Village Guide (see Appendix 1) shows the location of the individual accommodation houses throughout the resort. During the declared winter season most of these are fully occupied with the capacity being between 4,500 and 5,000 people.

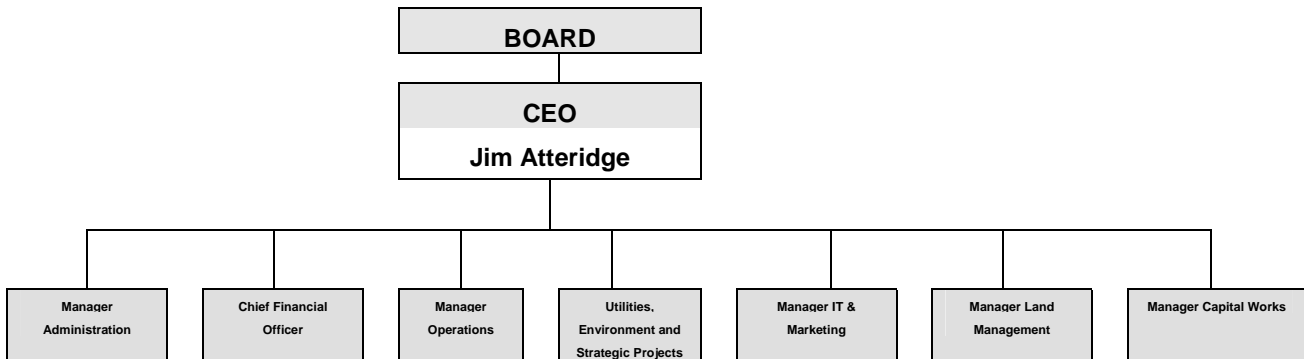
The average number of visitor days to the resort over the declared winter season is approximately 265,000. The resort is populated primarily during winter with very little visitors to the resort during other times. The activities pursued are mainly mountain bike tours or hiking.

The primary industry within the resort is the ski industry.

Health

Due to the transient nature of this community this is an area of constant change at any point in time, however those employed or living predominantly in this area are of generally good health and wellbeing.

Organisational (Resort)



Mt Hotham Resort Management Board is a statutory authority reporting directly to the Minister. The CEO is a direct report to the Board and is responsible for the day to day management of the organisation. The CEO has seven direct reports; Manager Administration, Chief Financial Officer, Manager Operations, Manager Utilities, Environment and Strategic Projects, Manager IT & Marketing, Manager Land Management, and Manager Capital Works.

During summer there are 20 core full time staff and during winter the workforce increases to approximately 80 – 90 employees dependant on the season. The bulk of the employees are in Ski Patrol, Traffic and Transport, Waste Management and Gate Entry Customer Services.

The Board’s key result areas are Corporate Governance, Marketing and Business Development, Resort Planning and Development, Resort and Customer Services, Visitor Safety and Ski Patrol Operations and Environmental Management.

Maps, overlays and other documentation to support this community profile:

Mt Hotham/Dinner Plain Village Guide

This map is produced by the Mt Hotham Resort Management Board and is updated annually, with copies kept at the RMB Administration Office.

Mt Hotham/Dinner Plain Mountain Guide

This map is produced by the Mt Hotham Skiing Company and is updated annually, copies are kept at the RMB Administration Office.

Boundary Map

This map shows the complete boundaries of the resort and is kept by the Mt Hotham Resort Management Board.

VICMAP Bogong Alpine 1:50,000

This map is produced by VICMAP and is kept by the Mt Hotham Alpine Resort Management Board.

VICMAP Dargo Cobungra 1:50,000

This map is produced by VICMAP and is kept by the Mt Hotham Alpine Resort Management Board.

HEMA Maps, The High Country Victoria

This map is produced by HEMA Maps and is kept by the Mt Hotham Alpine Resort Management Board.

Some special contingency plans have been developed to address recognised resort issues.

Fire Prevention Plan

Larry Doyle from the CFA unit for Mt Hotham and Dinner Plain is responsible for the maintenance and amendment of this plan. The plan is amended annually. Copies are held by the CFA.

Mt Hotham & Dinner Plain Standing Orders for CFA

Larry Doyle from the CFA unit for Mt Hotham and Dinner Plain is responsible for the maintenance and amendment of this plan. The plan is amended annually. Copies are held by the CFA.

Search Procedure Plan

A special search procedure plan covering the Victorian Police area has been developed. Senior Sergeant Roy Webb is the officer responsible for the maintenance and amendment of this plan. The plan is amended annually. Copies are held by VicPol and the Mt Hotham Resort Management Board.

Medical Centre Evacuation Plan

Dr Graham McCallum is responsible for the maintenance and amendment of this plan. The plan is amended annually. Copies are held by the Hotham Medical Centre.

Commercial Premises Evacuation Plan

Fire evacuation plans are in each building. Amendments are the responsibility of each owner.

Ski Lifts Evacuation Plan

Mr Len Dobell is responsible for the maintenance and amendment of this plan. The plan is amended annually. Copies are held by the Mt Hotham Skiing Company.

Standing Orders for Ski Patrol

Mr Tom Pelly is responsible for the maintenance and amendment of this plan. The plan is amended annually. Copies are held by the Mt Hotham Resort Management Board.

Standing orders for Lift Company

Mr Len Dobell is responsible for the maintenance and amendment of this plan. The plan is amended annually. Copies are held by the Mt Hotham Skiing Company.

Mt Hotham Airport

The Mt Hotham Airport is situated 27 kms from Mt Hotham Resort on the Omeo approach. The Mt Hotham Airport's Emergency Management Plan is a sub plan of the Alpine Shire. Although the Mt Hotham Resort Management Board has no responsibility for the Airport, the Board has the closest technical and engineering resources available.

In the event of an emergency the Mt Hotham Resort Management Board will make resources available where possible.

Dinner Plain

Dinner Plain is situated 14 kms from Mt Hotham Resort on the Omeo approach. The Dinner Plain Emergency Management Plan is a sub plan of the Alpine Shire. Although the Mt Hotham Resort Management Board has no responsibility for Dinner Plain, the Board has the closest technical and engineering resources available.

In the event of an emergency the Mt Hotham Resort Management Board will make resources available where possible.

Gas Safety Case

Refer to separate document – Corporate Services

Recorded by _Jenny MOLLOY, Chair of REMPC

Date 28/11/2002

Step two: Identify hazards (sources of risk)

HAZARD EVENTS	
FIRE – BUSH	LOSS OF ESSENTIAL SERVICES
FIRE – BUILDING	AVALANCHE
FLOOD	WASTE MANAGEMENT
BUILDING COLLAPSE	PUBLIC DISORDER
LANDSLIP	SEVERE WEATHER EVENT
DANGEROUS GOODS	CLIMATIC CONDITIONS IE FREEZE THAW
INFECTIOUS DISEASE HUMAN	TRANSPORT
FOOD BORNE ILLNESS	TERRORIST ATTACK
MOTOR VEHICLE ACCIDENT	VANDALISM
AIRCRAFT ACCIDENTS	GAS FARM
BUSHLAND ie LOST ETC	LIFTS (ELEVATORS)
SNOWFIELDS (LOST/LANDSAR)	SNOW/ICE SHEDDING
SKI FIELD LIFTS	

Step three: Identify elements at risk

List vulnerable elements that the group has identified within the community.

ENVIRONMENT (NATURAL)	ASSETS
PEOPLE	ECONOMIC
INFRASTRUCTURE	REPUTATION AND IMAGE
NON ENGLISH SPEAKING PEOPLE	CHILDREN
1 ST TIMERS AT SNOW	SCHOOL GROUPS
FERALS (HUMAN) (SLEEPING IN CARS)	ROAD USERS
FAUNA	TOUR GROUPS
BUSHWALKERS	SKIERS/BOARDERS
BUSINESS/COMMERCIAL OPERATORS	

Step four: Identify risks related to hazards

List risks that the group has identified as applicable to this Resort.

HAZARD	RISK
AIRCRAFT ACCIDENTS	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Delay of resources/service provision/restoration of services Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Road closure Financial impact Inadequate restoration procedures Reputation and image
AVALANCHE	Injuries – illness, loss of life Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Road closure Financial impact Reputation and image
ANIMALS – INJURED/DEAD (REMOVAL DEALING WITH)	Illness, injuries Isolation/remote areas – rescue, cleanup Delay of resources/service provision/restoration of services Environmental damage Road closure Financial impact Inadequate restoration procedures
BUILDING COLLAPSE	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Delay of resources/service provision/restoration of services Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Road closure Financial impact Inadequate restoration procedures Reputation and image
BUSHLAND ie LOST ETC	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Financial impact Reputation and image
CLIMATIC CONDITIONS IE FREEZE THAW/BLACK ICE/WHITE OUTS	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Unfamiliarity with local conditions Road closure Financial impact Reputation and image

HAZARD	RISK
DANGEROUS GOODS	Injuries – illness, loss of life Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Road closure Financial impact Inadequate restoration procedures
ESSENTIAL SERVICES - LOSS OF	Injuries – illness, loss of life Building damage Environmental damage Utility disruption Asset damage Road closure Financial impact Isolation/remote areas Delay of resources/service provision/restoration of services
FIRE – BUSH	Injuries – illness, loss of life Building damage Environmental damage Utility disruption Wild life loss Asset damage Property damage – vehicles etc Road closure Financial impact
FIRE - BUILDING	Injuries – illness, loss of life Building damage Environmental damage Asset damage Property damage – vehicles etc Road closure Financial impact
FLASH FLOOD/FLOOD	Utilities disrupted Environment scouring Building damage Injuries Road closure Asset damage Financial impact
FOOD BORNE ILLNESS	illness, loss of life Financial impact Isolation/remote areas – medical intervention Delay in EHO assistance Delay of resources/service provision/restoration of services Reputation and image
GAS FARM	Refer to Gas Safety Case
INFECTIOUS DISEASE HUMAN	illness, loss of life Financial impact Reputation and image Road closure Inadequate restoration procedures

HAZARD	RISK
LANDSLIP	Injuries – illness, loss of life Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Road closure Financial impact Reputation and image
MOTOR VEHICLE ACCIDENT	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Delay of resources/service provision/restoration of services Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Road closure Financial impact Inadequate restoration procedures Reputation and image
SKI FIELD LIFTS	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Delay of resources/service provision/restoration of services Environmental damage Property damage - lifts etc Road closure Reputation and image
SEVERE WEATHER EVENT	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Delay of resources/service provision/restoration of services Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Road closure Financial impact Inadequate restoration procedures Reputation and image
SNOWFIELDS (LOST/LANDSAR)	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Delay of resources/service provision/restoration of services Financial impact Reputation and image
SNOW/ICE SHEDDING	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Building damage Property damage – vehicles etc Reputation and image

HAZARD	RISK
TERRORIST ATTACK	Injuries – loss of life Mass hysteria Isolation/remote areas – medical intervention, rescue Delay of resources/service provision/restoration of services Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Road closure Financial impact Inadequate restoration procedures Reputation and image
TRANSPORT (unserviceable, disruption to service)	Injuries Delay of resources/service provision/restoration of services Financial impact Reputation and image
UNRULY BEHAVIOUR	Injuries – loss of life Isolation/remote areas – medical intervention Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Financial impact Reputation and image
VANDALISM	Injuries – loss of life Isolation/remote areas – medical intervention, rescue Delay of resources/service provision/restoration of services Building damage Environmental damage Utility disruption Asset damage Property damage – vehicles etc Financial impact Reputation and image
WASTE MANAGEMENT	Illness Isolation/remote areas – medical intervention Delay of resources/service provision/restoration of services Environmental damage Financial impact Inadequate restoration procedures Reputation and image

Recorded by _Jenny MOLLOY_Chair of REMPC

Date 29/11/2002

Step five: Complete the Risk Register

The Risk Register brings together the information determined by the previous steps into a format that allows each risk to be rated.

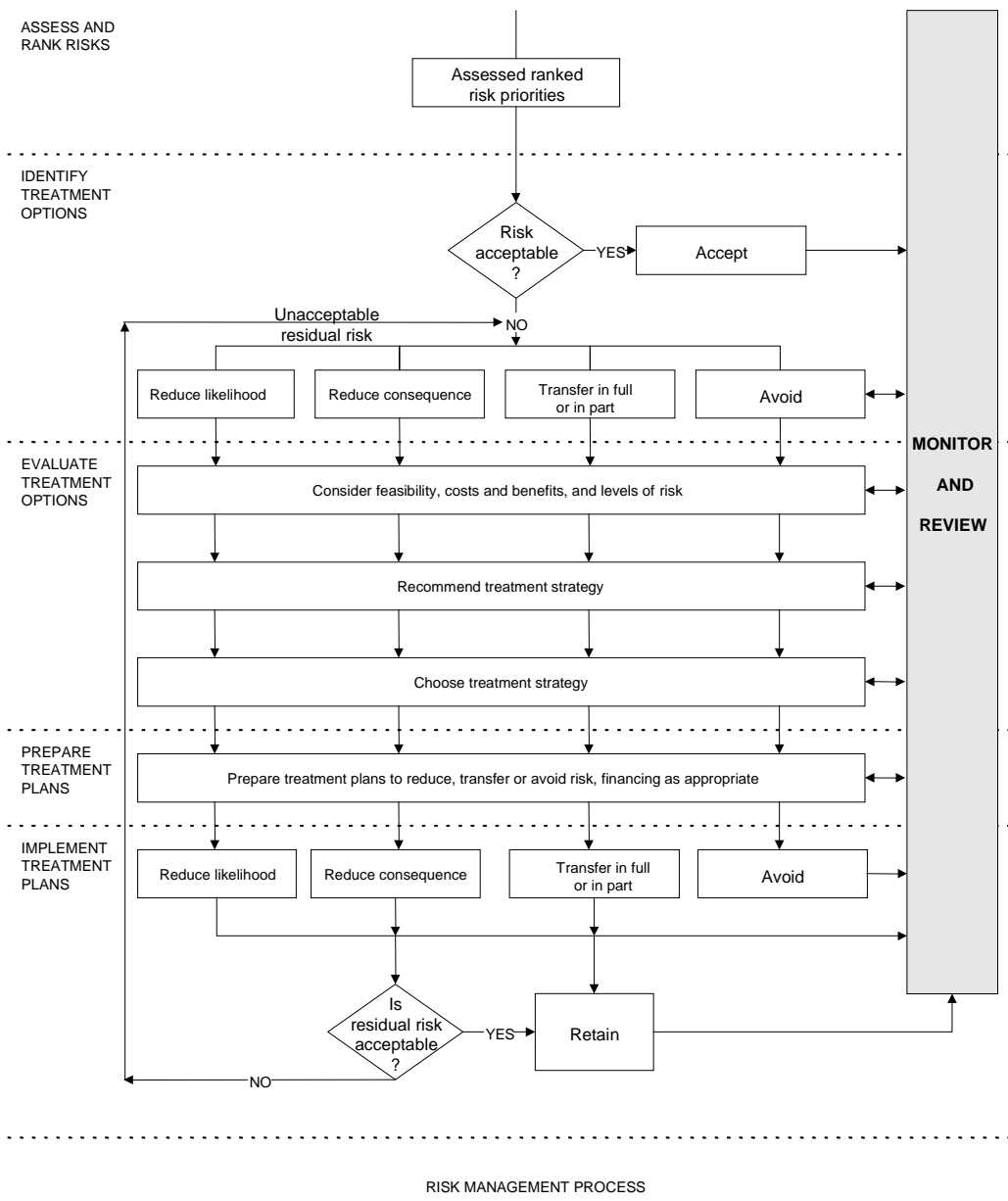
The group should now determine the ratings and statement content that best describe the situation regarding each risk.

For practical purposes the Risk Register and Treatment Plan have been combined into one form. A separate form should be used for each identified risk.

Phase Three

Decision and Treatment

Risk treatment process model



Record the names and organisations of the members of the group in attendance for phase three.

Name	Organisation
Jenny MOLLOY	MT HOTHAM
Gayle HUGHES	“
Nicole EPEMA	“
Larry DOYLE	“
Leanne ROBERTS	DHS
Gavin KELLY	VICSES

Recorded by _____Chairman of REMPC

Date _____

Step one: Rank risks

The group should rank risks in priority order. This is linked to the recommended action of the risk rating matrix in phase one.

Extreme rated risks:	Avalanche Bush Fire	Injury, Loss of Life, Missing Persons Destruction of Accommodation and Infrastructure
High rated risks:	Aircraft Accidents Severe Rain or Snowmelt Severe Storm Infectious Human Disease Bush Recreation Activity Dangerous Goods Snow/Ice Shedding Severe Weather Conditions Food Borne Illness Climactic Conditions, Freeze – Thaw	Aircraft crash facilities Landslip Utilities disruption Illness, loss of life Lost persons Land contamination Injuries, loss of life Ski Lift evacuation Multiple illnesses, deaths Injury or death
Moderate:	Public Disorder Disruption to Transport Services Building Collapse Flash Floods/Floods Failure at Water Treatment Plant Failure at Waste Water Treatment Plant Failure of Road Transport Gas Resupply System Lack of Disposal Facilities for Solid Waste Road Traffic Accident Building Fire	Damage to physical and human environment Loss of essential services Building damage, injuries Buildings damaged through Flooding Loss of Essential Services Loss of Essential Services Loss of Essential Services Loss of Essential Services Road Traffic Congestion Building Collapse, Injury

Step two: Risk treatment plan

Once risks have been assessed and prioritised, the group must develop a risk treatment plan for each risk.

How to complete the risk treatment plan

<i>Can this risk be handled by existing measures and/or will the risk be tolerated?</i>	If the answer is yes the group must document how it can be managed or why it will be tolerated.
<i>Can likelihood, consequence or vulnerability be reduced?</i>	If the answer is yes the group must document the strategies identified and which ones it recommends be implemented.
<i>Approved by</i>	Identify who (individual or organisation) will be responsible for approving the treatment plan.
<i>Responsible Officer</i>	Identify who will be responsible for overseeing and reporting on the progress of implementation of the treatment action plan(s).

Process

1. Send the completed Risk Register and Treatment Plan for each risk to council.
2. Obtain comment from council.
3. Assess cost/community benefit.
4. Decision by council.
5. Identify an organisation responsible for implementing the option selected.
6. Develop a timetable for implementation.
7. Develop a strategy, in the form of an action plan, for implementation of the treatment.
8. Develop a strategy for monitoring the progress of implementation and the resultant effect on the risk. (Refer to REMPC for review of risk.)

Step three: Sign off completed workbook

The relevant council officers should sign off the front page of the workbook indicating that the initial development stage is complete.

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
High	Aircraft Crash Fatalities	Aircraft Accidents	DATE COMPILED	July 2006
LIKELIHOOD RATING Unlikely	Few infrequent incidents have occurred, there is some opportunity for it to occur			
CONSEQUENCE RATING Major	Large number of fatalities of persons from the aircraft and on the ground. Local mortuary facilities could be overwhelmed. Direct costs to responding agencies.			
RISK STATEMENT and associated elements at risk. An aircraft accident that causes up to 10 fatalities and 50 casualties.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? Provision of mortuary facilities and other resources as required				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Mt Hotham Airport, Victoria Police, CFA, SES, MHSC				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: The Mt Hotham Airport's Emergency Management Plan is a sub plan of the Alpine Shire and is tested annually. Although the Mt Hotham Resort Management Board has no responsibility for the Airport, the Board has the closest technical and engineering resources available. PROPOSED: Upgrade mortuary facilities (Slatey's Shed identified as nearest facility for mortuary)				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING Moderate	RISK Buildings damaged through flooding	HAZARD Flash Floods/Floods	ACTION PLAN # DATE COMPILED	2 July 2006
LIKELIHOOD RATING Unlikely	No known levels of recorded incidents, the event could occur but is unlikely			
CONSEQUENCE RATING Minor	Loss of use of buildings for a prolonged period due to damage by flood waters. Disruption of essential services. Scouring of affected area. Direct costs to responding agencies and resort.			
RISK STATEMENT and associated elements at risk. A sustained period of heavy rainfall extending over two weeks, perhaps with snow melt could impact on the stability of buildings within the resort. Or heavy localised rainfall in steep valley catchment leading to flash flooding. Likely that no flooding defences in place. Possible no flood warning service available/suddenness of event means timely flood warning not possible.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP, Land use regulation, Geotech program				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. SES, Catchment Management Authority, Property owners/lessees				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Geotechnical remedial measures taken for all very high to high risk areas. Back up generators are activated when there is a breakdown in normal provision of essential services Revegetation program PROPOSED: Ongoing management and maintenance through the Geotechnical program				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
Moderate	Loss of Essential Services	Failure at Water Treatment Plant	DATE COMPILED	July 2006
LIKELIHOOD RATING Unlikely	The event could occur at any time, however no recorded incidents or anecdotal evidence			
CONSEQUENCE RATING Moderate	Cessation of service up to a week.			
RISK STATEMENT and associated elements at risk. Failure of water treatment plant causing loss of potable water supplies affecting the whole resort.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? The Resort Management is the responsible agency for the provision of safe drinking water to the resort				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Department Sustainability & Environment,				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: A comprehensive risk assessment has been carried out under the Safe Drinking Water Act. Compliance with the relevant legislation to ensure safety, filtration and continuous supply; and the well keeping of infrastructure to maintain function and integrity of assets. PROPOSED: Ongoing management and monitoring of processes and infrastructure integrity				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	C	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
Moderate	Loss of Essential Services	Failure at Wastewater Treatment Plant	DATE COMPILED	July 2006
LIKELIHOOD RATING Unlikely	The event could occur at any time, however no recorded incidents or anecdotal evidence			
CONSEQUENCE RATING Moderate	Cessation of service up to a week.			
RISK STATEMENT and associated elements at risk. Failure of wastewater treatment plant causing potential service interruption for up to a week.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? The Resort Management is the responsible agency for the provision of wastewater treatment services to the resort.				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Department Sustainability & Environment,				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Annual licence compliance with the Environment Protection Act. Currently comply with license but are on notice that tertiary treatment to fully compliant by 2008. Compliance strategy currently being implemented and on target				
PROPOSED: Ongoing management and monitoring of processes and infrastructure integrity				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
Moderate	Loss of Essential Services	Failure of road transport resupply system	DATE COMPILED	July 2006
LIKELIHOOD RATING Unlikely	The event could occur at some time, there are no recorded incidents			
CONSEQUENCE RATING Minor	Minor disruption to service until next available delivery.			
RISK STATEMENT and associated elements at risk. The supply of gas by road transport has not occurred for more than two weeks during the snow season causing disruption to gas supply to the resort				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? The Resort Management is the responsible agency for the provision of gas supply to the resort				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Depending on type of disruption; road accident – police and VicRds; lack of product supply – supplier to source from elsewhere				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Compliance with Annual audit of the Gas Safety Plan. Excellent maintenance regime with periodic reporting				
PROPOSED: Ongoing management and monitoring of processes				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
Moderate	Loss of Essential Services	Lack of disposal facilities for solid waste	DATE COMPILED	July 2006
LIKELIHOOD RATING Almost Certain	The event is certain to occur			
CONSEQUENCE RATING Moderate	Cessation of service for up to a week, broad community and media concern.			
<p>RISK STATEMENT and associated elements at risk. If landfill deposits are minimised significantly within the next twelve months then an alternative site will need to be identified at significant cost to resort.</p>				
<p>WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? The Resort Management is the responsible agency under the Alpine Resorts Management Act for the management of landfill sites.</p>				
<p>OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Department Sustainability & Environment,</p>				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
<p>CURRENT: A comprehensive Tip Management Plan has been completed and adhered to. Current compliance with licence under the Environment Protection Act – EPA Disposal</p> <p>PROPOSED: Ongoing management and monitoring of processes and infrastructure integrity Community education on the necessity to recycle more solid waste to maximise life of landfill</p>				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	C	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
Moderate	Road Traffic Congestion	Road Traffic Accident	DATE COMPILED	July 2006
LIKELIHOOD RATING Possible	Some opportunity for this event to occur at some time			
CONSEQUENCE RATING Minor	Some disruption to business and commuters with no lasting effects			
RISK STATEMENT and associated elements at risk. Vehicle incident where closure of lanes or road causing major disruption and delays for up to an hour				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP, urban road planning				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. VicRoads, Police, SES				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Road safety education and multi agency planning for dealing with serious incidents Proactive policing that deals with dangerous drivers PROPOSED: Ongoing management and monitoring of processes				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
High	Landslip	Severe Rain or Snowmelt	DATE COMPILED	July 2006
LIKELIHOOD RATING Possible	Few infrequent, random recorded incidents			
CONSEQUENCE RATING Moderate	Moderate disruption to and from accessibility to resort.			
RISK STATEMENT and associated elements at risk. Roads and access routes impassable for a time. Potential for missing persons either in landslide itself or collapsed structures				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMPC, Land use regulation, Geotech program				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. SES, Catchment Management Authority, Property owners/lessees				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Geotechnical remedial measures taken for all very high to high risk areas. Back up generators are activated when there is a breakdown in normal provision of essential services Revegetation program PROPOSED: Ongoing management and maintenance through the Geotechnical program				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
High	Utilities Disruption	Severe Storm	DATE COMPILED	July 2006
LIKELIHOOD RATING Likely	The event will probably occur, regular recorded incidents			
CONSEQUENCE RATING Moderate	Localised damage rectified by routine arrangements, some inconvenience.			
RISK STATEMENT and associated elements at risk. High velocity winds and heavy rain/hail/snow can disrupt utility supplies by damaging telephone lines, power lines and electricity sub stations. Roads are also vulnerable to congestion, blockage and closure.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP, alert systems for utilities, management of roadside drainage systems maintenance of resort property				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. SES, Catchment Management Authority, Police, VicRoads				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Provision of early warnings to relevant authorities Storm water Management Manual being developed Traffic management contingency plans in place Back up generators located in essential services locations				
PROPOSED: Continue with storm water drainage upgrade. Educate community about the risk and encourage preparedness for utility failure				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
High	Illness, Loss of Life	Infectious Human Disease	DATE COMPILED	July 2006
LIKELIHOOD RATING Possible	Few infrequent, random recorded incidents			
CONSEQUENCE RATING Moderate	Moderate disruption to public and communal areas.			
RISK STATEMENT and associated elements at risk. A serious epidemic of much greater severity than the usual seasonal flu and where weekly GP consultations exceed 50 at the peak of the season				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP,				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. DHS, Medical Officers, Lessees and Businesses				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: All potential outbreaks are immediately reported to DHS. Regular inspections of accommodation and food premises				
PROPOSED: Continual surveillance and investigation of outbreaks to assist in identifying potential cause and ensure timely control measures are applied to minimise the spread of infection				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
Extreme	Destruction of Accommodation and Infrastructure	Bush Fire	DATE COMPILED	July 2006
LIKELIHOOD RATING Unlikely	Infrequent record of incidences			
CONSEQUENCE RATING Major	Significant damage to accommodation buildings and or infrastructure.			
RISK STATEMENT and associated elements at risk. Extensive fire with DSE and CFA in attendance for more than 60 hours continuously				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP,				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. DSE, CFA				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Current roadside and building sites hazard reduction program. Education of community about the risk and actions to be taken Effective Community Alert System PROPOSED: Upgrade residential water supply Participate in Fire Prevention and Management Forums				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING Moderate	RISK Building Damage	HAZARD Building Collapse	ACTION PLAN # 2	DATE COMPILED July 2006
LIKELIHOOD RATING Unlikely	No known levels of recorded incidents, the event could occur but is unlikely			
CONSEQUENCE RATING Minor	Loss of use of buildings for a prolonged period. Disruption of essential services.			
RISK STATEMENT and associated elements at risk. Potential for a number of persons to be trapped or missing. Localised loss of power and other essential services. Local access routes affected due to road closures. Up to 5 fatalities depending on the size and construction of building and occupation rates.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. SES, Property owners/lessees, Police				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Current Building Act compliance OH&S compliance PROPOSED: Ongoing management through education of potential developers				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING High	RISK Lost Persons	HAZARD Bush Recreation Activity	ACTION PLAN # 2	July 2006
			DATE COMPILED	
LIKELIHOOD RATING Likely	Considerable opportunity that this event will occur			
CONSEQUENCE RATING Minor	Potential for injuries requiring first aid, personal support required, small group displacement for short periods			
RISK STATEMENT and associated elements at risk. Persons visiting the Alpine National Park and the Mt Hotham Alpine Resort can get lost during extended hikes especially during adverse weather conditions				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Police, SES, Parks Victoria				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Established register of hiking parties and planned routes for the Feathertop walk Public Education program Visitor Education Brochures Search and Rescue training for SES and Police				
PROPOSED: Additional registers for hiking parties located at key starting points within the resort				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING Moderate	RISK Loss of Essential Services	HAZARD Disruption to Transport Services	ACTION PLAN # DATE COMPILED	 July 2006
LIKELIHOOD RATING Possible	Few infrequent random recorded incidents			
CONSEQUENCE RATING Minor	Minor disruption to service.			
RISK STATEMENT and associated elements at risk. If intravillage transport system is disrupted for longer than two days.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? The Resort Management is the responsible agency under the Road Traffic Act for the provision of efficient and compliant transport.				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Taxi Directorate, Department of Infrastructure,				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Annual accreditation, reviews and bus inspections carried out and compliant Bus fleet inspected for 25 year inspection and compliant Fully fit for purpose Efficient timetables in place during the snow season PROPOSED: Ongoing management and monitoring of processes and timetabling to meet growing needs of resort				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
Moderate	Damage to physical and human environment	Public Disorder	DATE COMPILED	July 2006
LIKELIHOOD RATING Unlikely	The event is unlikely to occur, no recorded incidents, little opportunity or reason to occur			
CONSEQUENCE RATING Minor	Minor damage and possible disruption to services			
RISK STATEMENT and associated elements at risk. Spontaneous public disorder as a result of an event or incident. Large numbers of the community involved in disorder at one or more locations resulting in severe community impact and a breakdown in law and order				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMPC				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Police				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: High police presence throughout the resort during the snow season High presence of ski slope safety officers PROPOSED: Continue to build upon the work that is being done build new links with communities and foster greater feelings of trust and confidence				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING High	RISK Land Contamination	HAZARD Dangerous Goods	ACTION PLAN # DATE COMPILED	July 2006
LIKELIHOOD RATING Unlikely	The event is unlikely to occur			
CONSEQUENCE RATING Moderate	Moderate damage to environment and potential for impact on human health			
RISK STATEMENT and associated elements at risk. Pollution incident leading to persistent and/or extensive effect on land quality, major damage to terrestrial ecosystems, property, amenity (i.e. tourism) value and serious impact on human health				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP, Dangerous Goods Act, OH&S Act				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Police, SES, EPA				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Risk assessments and remedial plans in place for individual sites storing dangerous goods and for where dangerous goods are used. Job assessments are carried out before working with any dangerous goods in compliance with the OH&S Act				
PROPOSED: Ongoing management and monitoring of processes and amendments to relevant legislation				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING High	RISK Injuries, Loss of Life	HAZARD Snow/Ice Shedding	ACTION PLAN #	
			DATE COMPILED	July 2006
LIKELIHOOD RATING Possible	Few, infrequent and random recorded incidents			
CONSEQUENCE RATING Moderate	Moderate damage where injuries may occur or hospitalisation is required.			
RISK STATEMENT and associated elements at risk. There is anecdotal evidence that each season icicles/ice build up over traffic areas and shed as the temperature warms up, increasing risk to people passing underneath.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? Planning and development legislation for all developments within the resort.				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Building Surveyor, Department Sustainability and Environment, Alpine Planning Unit				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Programmed physical controlled shedding of ice/snow from roof areas Education programme in place PROPOSED: Use of physical barriers either roof mounted or ground mounted Education programme to be promulgated using all forms of media				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING Extreme	RISK Injury, Loss of Life, Missing Persons	HAZARD Avalanche	ACTION PLAN # DATE COMPILED	 July 2006
LIKELIHOOD RATING Almost Certain	The event is certain to occur			
CONSEQUENCE RATING Major	Single or multiple deaths or injuries			
RISK STATEMENT and associated elements at risk. Fresh snowfalls create an avalanche hazard with the potential to endanger lives				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP, Ski Patrol Operations and Training Manual				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Police, SES				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: A comprehensive procedure is in place to identify potential avalanches, assess the risk and put treatment plans into immediate action. PROPOSED: Ongoing management and monitoring of processes Community education on the snow safety procedures within the resort				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
High	Ski Lift Evacuation	Severe Weather Conditions	DATE COMPILED	July 2006
LIKELIHOOD RATING Likely	Regular recorded incidents with considerable opportunity to occur			
CONSEQUENCE RATING Moderate	Potential for injury or hospitalisation, could expend up to one week carrying out search			
RISK STATEMENT and associated elements at risk. Severe weather conditions occur often during the snow season, increasing the risk of persons getting disorientated and subsequently lost.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP, Ski Patrol				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Police, SES, MHSC				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: The ski patrol operations manual has a comprehensive management process to minimise risk Current comprehensive community education program				
PROPOSED: Ongoing management and monitoring of processes Continued education of skifield safety and awareness of the potential hazards of the environment				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING High	RISK Multiple Illnesses, deaths	HAZARD Food Borne Illness	ACTION PLAN # DATE COMPILED	July 2006
LIKELIHOOD RATING Possible	Few infrequent random recorded incidents			
CONSEQUENCE RATING Major	Potential for a large number of people to become severely ill and potential death			
RISK STATEMENT and associated elements at risk. A serious epidemic of much greater severity than the usual upset digestive system and where weekly GP consultations exceed 10 from the same source				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP, Health Act, Food Act				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. DHS, Medical Officers				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: The Environmental Health Officer carries out regular inspections of food handling premises to ensure compliance All events classified as outbreaks are automatically reported to DHS and followed up by the EHO ensuring corrective sterilisation measures take place PROPOSED: Ongoing management and monitoring of processes Continued education of safe food handling practices				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING	RISK	HAZARD	ACTION PLAN #	
High	Injury or Death	Climatic Conditions, Freeze - Thaw	DATE COMPILED	July 2006
LIKELIHOOD RATING Likely	The event will probably occur, regular recorded incidents			
CONSEQUENCE RATING Moderate	Potential injury causing death.			
RISK STATEMENT and associated elements at risk. Each day as the temperature changes during the snow season, snow softens, hardens and turns icy. It is deemed an emergency where anymore than one incident in the same area occurs causing serious injury or potential death.				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. Ski Patrol				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Provision of early warnings to community Restricted access to high risk areas through barricading and signage Comprehensive education and signage throughout the resort PROPOSED: Continue with management of high risk areas and maintain management processes in place. Continue with high profile education of community and visitors to the resort				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	

MT HOTHAM ALPINE RESORT MANAGEMENT BOARD COMMUNITY EMERGENCY RISK MANAGEMENT RISK REGISTER AND TREATMENT PLAN				
RISK RATING Moderate	RISK Building Collapse, Injury	HAZARD Building Fire	ACTION PLAN #	
			DATE COMPILED	July 2006
LIKELIHOOD RATING Possible	Few, infrequent, random recorded incidents			
CONSEQUENCE RATING Minor	Up to \$1m in damage and potential for injury/treatment			
RISK STATEMENT and associated elements at risk. There is a risk that structural fire will cause serious damage to the timber buildings within the resort				
WHAT RESPONSIBILITIES DOES THE RESORT HAVE TO MANAGE THIS RISK? REMP				
OTHER AGENCIES ETC WITH RISK MANAGEMENT RESPONSIBILITY FOR THIS RISK. CFA, Building Surveyor				
TREATMENT STRATEGIES.				Recommend Yes/No
Can this risk be handled by existing measures? If yes see below for explanation.				Yes
Will the risk be TOLERATED ? If yes see below for explanation.				Yes
Can LIKELIHOOD and / or CONSEQUENCE / VULNERABILTY be reduced? If yes how?				Yes
CURRENT: Community education on safe heating practices Compliance with the Building Act Regular CFA drills and exercises PROPOSED: Promote alternative heating modes (to eliminate use of woodheaters) Enhance the resort's water supplies				
APPROVED BY			RESPONSIBLE OFFICER	
CEO	REMP	OTHER	OPERATIONS MANAGER	