

## Attachment 2 – Changes to Risk register in March 2016 quarter - Risks added

Risks Added in March Quarter 2016								
Overall ranking	Risk Id	Description	Inherent risk level	Controls	Residual risk level	Risk owner	Business Unit	Comment
59	125	Parks- Rangers threatened or injured by the public when transporting cash	Medium Risk	Standard Operating Procedures	Low Risk	Amanda Cox	Environment	Specifically physical collection of campsite monies at Kaitoke (cash)
23	126	Fatality or harm to staff working on or near water	High Risk	Standard Operating Procedures	Medium Risk	Graeme Campbell	Catchment Management	Acknowledgment of risk, existing controls are satisfactory
37	127	Error in the setting of rates	High Risk	Automated rates calculation software to avoid spreadsheet errors Legal review of rating process by external advisors	Low Risk	Mark Ford	Finance	Rates about to be struck, change in staff
13	128	Fatality or harm to staff when working in or near water	High Risk	Department Hazard Registers Working Alone Procedures & Equipment Departmental Plans - Maintenance Schedules	Medium Risk	Lian Butcher	Environment	Health and safety concern awareness
48	129	Fare Revenue collection risk under gross contracts	Medium Risk	Clear contract provisions Operator revenue protection plan Revenue protection policy Monitoring of revenue collection Audit of fare revenue collection procedures	Low Risk	Wayne Hastie	Public Transport	Newly identified as we are starting the new Rail contract in July
11	130	Timetabled services and public transport facilities are insufficient to meet demand from customers	High Risk	Ongoing major and minor timetable reviews Rail contractual provisions requiring the operator to adjust consist size to meet demand Development of plans for future services (Regional Rail Plan RS1) Control of fares to ensure imbalances don't occur that put unnecessary stress on the public transport system Targeted bus services to relieve Park & Ride congestion Inform customers of capacity and constraints, communicating expectation in levels of service	Medium Risk	Wayne Hastie	Public Transport	If rail patronage continues to increase it has the potential to put pressure on facilities such as Park & Ride

## Attachment 2 – Changes to Risk register in December 2015 – Scoring changes

Overall ranking	Risk Id	Description	Inherent risk level	Controls	Residual risk level	Risk owner	Business Unit	Comment
26	108	The Matangi 2 and Matangi 1 retrofit project fails to deliver trains of the required quality, on time and within budget	Very High Risk	<p>Ensure strong project management over the project, including:</p> <ul style="list-style-type: none"> <li>- steering committee</li> <li>- appropriate project structure</li> <li>- project risk reporting</li> <li>- financial reporting</li> <li>- expert independent advice</li> <li>- on site inspection prior to acceptance</li> <li>- regular project meetings with suppliers</li> <li>- documentation requests linked to progress payments</li> <li>- performance bonds</li> <li>- appropriate contract provisions including liquidated damages</li> <li>- formalised sign off procedure</li> <li>- appropriate contingency in budget</li> <li>- appropriately experienced project manager &amp; team</li> </ul>	Medium Risk	Angus Gabara	Public Transport	<b>Old risk score</b>
45	108	The Matangi 2 and Matangi 1 retrofit project fails to deliver trains of the required quality, on time and within budget	Very High Risk	<p>Ensure strong project management over the project, including:</p> <ul style="list-style-type: none"> <li>- steering committee</li> <li>- appropriate project structure</li> <li>- project risk reporting</li> <li>- financial reporting</li> <li>- expert independent advice</li> <li>- on site inspection prior to acceptance</li> <li>- regular project meetings with suppliers</li> <li>- documentation requests linked to progress payments</li> <li>- performance bonds</li> <li>- appropriate contract provisions including liquidated damages</li> <li>- formalised sign off procedure</li> <li>- appropriate contingency in budget</li> <li>- appropriately experienced project manager &amp; team</li> </ul>	Low Risk	Angus Gabara	Public Transport	<b>New Risk Score</b> Project coming to a close. NB completed post 31st March. To be archived.