



## Clutha District Council Higher Level Health and Safety Critical Risks Register

Clutha District Council has identified the following higher level Critical Risk Register for all Contractors working with, or for the Clutha District Council. Each activity, when uncontrolled has a critical risk scenario of serious injury or death.

The purpose of this document is to identify the known health and safety risks associated with work occurring for the Clutha District Council and shall be used by the Contractor to assist in identifying and controlling on site risks and hazards. The Contractor shall ensure all task specific risks and hazards are identified and controlled.

|   | CLUTHA DISTRICT COUNCIL HAS IDENTIFIED THE FOLLOWING HIGHER LEVEL CRITICAL RISKS<br><br>WHAT ARE THE RISKS AND HAZARDS.  | WHO MAY BE AFFECTED  | CONTROLS   |
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| 1 | <b>DRIVING and SITE ACCESS</b><br>Some of our sites can be hard to find. Getting there may require you to <ul style="list-style-type: none"> <li>• Drive through or work in geographical isolation and/or difficult areas to access, such as farm terrain.</li> <li>• Drive through or work in an area not likely to be accessed by others, such as remote rural areas.</li> <li>• Drive through or works in an area where communications are difficult, such as telecommunication black spots.</li> </ul> | Clutha District Council, Contractors                           | All site visits must be planned – farmers and Contractors must be made aware of the visit<br>All those accessing our site must be inducted<br>DO NOT take chances if access is non routine and difficult. STOP and call your Manager or the H&S team.<br>PLAN your journey<br>Always buckle up<br>Drive within speed limit and to the conditions<br>DON'T let your device distract you   |
|   | <b>CONTRACTORS AND SUBCONTRACTORS</b> <ul style="list-style-type: none"> <li>• Unauthorised entry</li> <li>• Unauthorised work</li> <li>• Uncontrolled activities</li> </ul>   | Clutha District Council, Contractors and members of the public | Facilities locked and protected from unauthorised entry.<br><br>All Contractors must; be pre-approved by CDC, agreed to the CDC Health and Safety Management Agreement, completed the CDC Contractor Induction and be following their submitted Health and Safety Plan. All activities must be risk assessed.<br>Higher risk activities shall require a Site Specific Safety Plan or similar planning document for review and approval by CDC.<br>Contractor detailed Job Safety Plans when required. Contractors may submit copies of internal or external audits and inspections for verification of compliance.<br>Contractors to attend regular/Monthly Meetings with the Contract Manager.<br>Site audits and inspections by CDC or external parties.   |
|   | <b>WORKING AROUND EFFLUENT PONDS, OPEN WATER RESERVIOR AND WATER TANKS</b> <ul style="list-style-type: none"> <li>• Personal injury</li> <li>• Drowning</li> <li>• Infections</li> <li>• Diseases</li> </ul>   | Clutha District Council, Contractors and members of the public | Facilities fenced to isolate people from harm.<br>Restricted areas inaccessible to members of the public and protected from unauthorised entry and restricted entry signage.<br>Submitted safety plan to CDC Contract Manager, prior notification and authorised entry by CDC Contract Manager.<br><br>All Contractors must; be pre-approved by CDC, agreed to the CDC Health and Safety Management Agreement, completed the CDC Contractor Induction and be following their submitted Health and Safety Plan. All activities must be risk assessed.<br><br>Secure walkways in place.<br>Workers have required vaccinations for disease risk exposure.<br>Open water hazard locations identified on Water and Waste map, Life jacket to be worn 1.5m from water's edge.<br>Identified poor reception areas, ensure 2 workers at each site / Include Lone Worker call in system.<br>Emergency rescue equipment at each site clearly identified.<br>Regular testing of emergency procedures.<br>All new open water risks identified reported to CDC for action.<br>Site audits and inspections by CDC or external parties.   |
|   | <b>WORKING AROUND VEHICLES, PLANT, MACHINERY AND PEDESTRIANS</b> <ul style="list-style-type: none"> <li>• Public motor vehicles accidents</li> <li>• Plant and pedestrian interaction</li> <li>• Noise and vibration exposure</li> <li>• Exposure to fumes</li> </ul>  | Clutha District Council, Contractors and members of the public | Keep people and plant/machinery physically separated.<br><br>All Contractors must; be pre-approved by CDC, agreed to the CDC Health and Safety Management Agreement, completed the CDC Contractor Induction and be following their submitted Health and Safety Plan. All activities must be risk assessed.<br>Higher risk activities shall require a Site Specific Safety Plan or similar planning document for review and approval by CDC.<br><br>Working zones to be clearly identified and isolated from public entrance. Higher risk areas such as moving machinery, to be continuously fenced to prevent unauthorised entry. <ul style="list-style-type: none"> <li>• Contractors must work within an approved Traffic Management Plan (TMP) on public roads.</li> <li>• Exclusion zones inside of work zones shall be identified on the Daily Risk Assessment/equivalent.</li> <li>• Contractors shall only permit Licensed operators.</li> <li>• Noise and vibration controls required on each activity.</li> <li>• Contractors enforce impairment free working crews.</li> <li>• Health Monitoring when required by risk assessment.</li> <li>• Minimum PPE, COPTMM compliant PPE for road work activities.</li> </ul> |



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|  | <p><b>UNCONSENTED WORKS</b></p> <ul style="list-style-type: none"> <li>• Unconsented environmental works</li> <li>• Working in or around water</li> <li>• Discharges into water bodies</li> <li>• Uncontrolled spills into water bodies</li> <li>• Notifiable works not reported</li> </ul>              | <p>Clutha District Council, Contractors and members of the public</p>                                     | <p>Environmental Awareness checked;</p> <ul style="list-style-type: none"> <li>• Permitted activities for land, water or air, through <a href="#">ORC Consents process site</a>.</li> <li>• Hazardous Activities and Industries List (HAIL register) through <a href="#">ORC search site</a>.</li> <li>• <a href="#">Heritage New Zealand Pouhere Taonga</a>.</li> </ul> <p>Identified activities that require consent Work plans and relevant emergency response plans to be submitted to the Contract Manager before work starts to review consented works.</p> <p>Environmental risks included in safety documents submitted.</p>  |
|  | <p><b>WORKING WITH HEALTH RISKS</b></p> <ul style="list-style-type: none"> <li>• Infection risks; gastroenteritis, skin infections, Hepatitis A, Leptospirosis, biological exposure</li> </ul>   | <p>Wastewater treatment plant workers, site visitors, contractors, water service maintenance workers.</p> | <p>Identified health risk activities and relevant emergency response plans to be submitted to the Contract Manager before work starts.</p> <p>Emergency site washing facilities identified at each site.</p> <p>Ensure 2 workers at each site / Include Lone Worker call in system.</p> <p>Restricted areas are inaccessible and clearly identified.</p> <p>Barriers to contain and screen sewerage.</p> <p>Use of mechanical or robotic examination tools if possible, e.g. fiberscope cameras and drones.</p> <p>Vaccinations available for workers against Tetanus and Hepatitis A.</p> <p>Provision of adequate personal hygiene facilities.</p> <p>Appropriate personal protective equipment PPE must be used.</p> <p>Planning for health monitoring for exposure risks if required.</p> |
|  | <p><b>WORKING WITH HAZARDOUS MATERIALS</b></p> <ul style="list-style-type: none"> <li>• Chemical disinfectants; chemical burns, ingestion of gas, inhalation and respiratory risks</li> <li>• Hazardous chemicals creating toxic gases</li> <li>• Oxygen deficiency</li> <li>• Virus pandemic</li> </ul> | <p>Wastewater treatment plant workers, site visitors, contractors, water service maintenance workers.</p> | <p>Identified hazardous substances risks and activities and relevant emergency response plans to be submitted to the Contract Manager before work starts.</p> <p>Workers must be trained on safe use and handling of hazardous substances.</p> <p>Hazardous Substances on site are included in the onsite hazardous substance inventory with associated SDS.</p> <p>Site emergency plans include hazardous substances risks.</p> <p>Required PPE/PPC specified in SDS available on site for safe handling.</p>  |
|  | <p><b>CONFINED SPACES</b></p> <ul style="list-style-type: none"> <li>• Entrapment</li> <li>• Drowning</li> <li>• Asphyxiation</li> <li>• Suffocation</li> <li>• Loss of consciousness</li> <li>• Fire, burns and explosions</li> <li>• Falling from height</li> </ul>                                    | <p>All Workers and any other persons close to the work site or activities</p>                             | <p>Activities and locations of Confined Spaces and the emergency rescue plan included in safety plan submitted to the Contract Manager.</p> <p>Written Authority to enter is required under the Confined space standards</p> <p>Confined Space activities require a Site Specific Safety Plan or similar planning document with Confined Spaces Permits for review and approval by CDC with attached permits, emergency rescue plan and evidence of planning and training.</p>  |
|  | <p><b>WORKING AT HEIGHTS</b></p> <ul style="list-style-type: none"> <li>• Falling from height; stairs, elevated working platforms</li> <li>• Personal injury</li> </ul>  | <p>All Workers and any other persons close to the work site or activities</p>                             | <p>Working at heights require a Site Specific Safety Plan, PTW or similar planning document for review and approval by CDC with attached emergency response and evidence of planning and training.</p> <p>Locations of identified working at height risks included on Water and Waste hazard register or identified by signage</p> <p>Access ways with falling protection.</p> <p>Areas protected from unauthorised access.</p> <p>No uncontrolled raised objects permitted.</p> <p>Exclusion Zones included in site safety.</p>  |
|  | <p><b>ASBESTOS SAFETY</b></p> <ul style="list-style-type: none"> <li>• Unidentified asbestos or asbestos containing material</li> <li>• Incorrectly handled product</li> </ul>   | <p>All Workers and any other persons close to the work site or activities</p>                             | <p>Locations of known or suspected asbestos contaminated material (ACM) identified in CDC Asbestos Management Surveys and available to relevant parties.</p> <p>All work involving Asbestos must follow the Asbestos Regulations.</p>   |



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|  | <b>LONE WOKERS</b> <ul style="list-style-type: none"><li>• Lone or isolated work</li><li>• Poor reception areas</li></ul> | All Workers and any other persons close to the work site or activities | Identifying lone or isolated workers in the safety plan and communicating controls with the Contract Manager.<br>Safety plan to include a range of communication tools and escalation requirements.<br><br>Detailed worker security procedures for those working alone.<br>Agreed communication process for lone workers.<br><br>Emergency response for Lone Workers. |
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