

# Tauranga City Council

## Detailed Hazards - All Hazards



Tauranga City

### Report Period All Records

### Falling Rock or debris

Hazard ID 92 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 09/04/2009 Status Completed  
 Group Parks & Leisure Review Date 09/04/2010  
 Description Injury to body or head, impact, crush

### Hazards Identified

Classification	Category	Hazard	Risk
Environment	External	Uneven surfaces	Flora impact
Physical	Facility	Blocked access / egress	Serious injury

### Risks Identified

Risk	Risk Score
Personal Injury	3

### Current Controls

### Overall Score 3

Control Type	Control Name	Status	Description
Administrative Controls	Awareness	Completed	Be aware of surroundings
Personal Protective Equipment	Hard hat	Completed	Wear hard hat in exposed areas while away from tracks
Engineering Controls	Survey of Site - Mauao	Completed	Regular survey of areas
Elimination	Removal of Rocks	Completed	Removal of unsafe rocks
Administrative Controls	First Aid	Completed	First Aid facilities available
Isolation	Restricted access	Completed	Restricted access of public to hazardous area
Engineering Controls	Take your time	Completed	Do not rush - consider the terrain and take your time
Personal Protective Equipment	Mobile Phone	Completed	Carry mobile phone at all times and have numbers programmed in

### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	
Overall Existing Controls	3	

### Reviews

Date	Person	Findings	Actions	Status
09/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
09/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

## Detailed Hazards - All Hazards Report Period All Records Continued

### Steep uneven terrain

Hazard ID 96 Alert Number  
 Category Site Reported By § 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 14/04/2009 Status Completed  
 Group Parks & Leisure Review Date 09/04/2010  
 Description Injury, slip, trip, fall, strain, sprain, fracture

#### Hazards Identified

Classification	Category	Hazard	Risk
Environment	External	Uneven surfaces	Flora impact
Physical	Facility	Blocked access / egress	Serious injury
Physical	Facility	Construction	Slips, trips & falls

#### Current Controls

#### Overall Score 3

Control Type	Control Name	Status	Description
Personal Protective Equipment	Suitable protective gear	Completed	Wear suitable protective gear i.e shoes, HiViz Jacket
Administrative Controls	Walk Safely	Completed	Walk carefully in steep areas
Administrative Controls	Carrying Items	Completed	If carrying a load/items make sure it is balanced properly
Administrative Controls	Restricted Areas	Completed	Do not go into restricted areas i.e areas that need ropes without ropes
Isolation	Restricted access	Completed	Restricted access of public to hazardous areas
Administrative Controls	Inspections	Completed	Regular inspection and maintenacne of walking tracks
Administrative Controls	First Aid	Completed	First Aid facilities available
Personal Protective Equipment	Mobile Phone	Completed	Carry mobile phone at all times and have numbers programmed in

#### Cost Justification

Risk	Risk Score	Cost Justification Score
Overall Existing Controls	3	

#### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	§ 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	§ 7(2)(f)(ii)	Controls adequate		Completed

# Detailed Hazards - All Hazards Report Period All Records Continued

## Working alone

Hazard ID 99 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 14/04/2009 Status Completed  
 Group Parks & Leisure Review Date 09/04/2010  
 Description Not being found in emergency situation if injured. Assault, harassment, verbal threats

### Hazards Identified

Classification	Category	Hazard	Risk
Physical	Public	Aggression	Assault
Psychosocial	General	Harrassment	Minor injury
Environment	External	Falling Objects	Serious injury
Environment	External	Weather	Hypothermia
Environment	External	Weather	Serious injury

### Risks Identified

Risk	Risk Score
Personal Injury	12
Business Operation	8
Public Relations	8

### Current Controls

**Overall Score 12**

Control Type	Control Name	Status	Description
Administrative Controls	Working off track	Completed	Do not work "off the beaten track" with out letting someone know where you are
Administrative Controls	Mobile Phone	Completed	Carry mobile phone with numbers programmed in at all times
Personal Protective Equipment	Day Glow	Completed	Wear day glow vest if working off tracks alone
Administrative Controls	Machinery	Completed	If using machinery try to have someone else around
Administrative Controls	Dealing with public	Completed	Conflict resolution skill when dealing with members of public who are abusive/threatening
Administrative Controls	First Aid Kit	Completed	First aid kit in vehicle

### Corrective Controls

**Overall Score 3**

Type	Control Type	Control Name	Status	Description
New	Personal Protective Equipment	Personal Locator Beacon	Completed	406 Beacon with GPS

### Cost Justification

Risk	Risk Score	Cost Justification Score
Overall Existing Controls	12	
Personal Injury	12	
Post Corrective Action	3	30
Business Operation	8	
Public Relations	8	

## Detailed Hazards - All Hazards Report Period All Records Continued

### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

## Detailed Hazards - All Hazards Report Period All Records Continued

### 4WD Tracks

Hazard ID 102 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 14/04/2009 Status Completed  
 Group Parks & Leisure Review Date 14/04/2010  
 Description Running off the road - accident, injury. Meeting other vehicles - collision, crush, impact injury, death

#### Hazards Identified

Classification	Category	Hazard	Risk
Physical	Vehicles	Motor Vehicle Accident	Serious Injury

#### Risks Identified

Risk	Risk Score
Personal Injury	3

#### Current Controls

#### Overall Score 3

Control Type	Control Name	Status	Description
Administrative Controls	4WD Trained	Completed	All drivers operating off-road to be 4WD trained
Isolation	Permits	Completed	Have measures in place to reduce the risk of meeting another vehicle coming the other way - permits
Isolation	Vehicles	Completed	Minimise the number of Vehicles using the road
Administrative Controls	Track inspection	Completed	Track inspection and maintenance
Administrative Controls	Driving	Completed	Drive to the conditions
Administrative Controls	Emergency procedures	Completed	Emergency response procedures, first aid response
Substitution	4WD Vehicle	Completed	Selection of appropriate 4WD vehicles

#### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	
Overall Existing Controls	3	

#### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

## Detailed Hazards - All Hazards Report Period All Records Continued

### Chemical Use

Hazard ID 105 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 14/04/2009 Status Completed  
 Group Parks & Leisure Review Date 09/04/2010  
 Description Spray poisoning of self, the environment and others. Exposure to chemical vapours, health risk, skin irritation, eye irritation/damage, poisoning

#### Current Controls

#### Overall Score 3

Control Type	Control Name	Status	Description
Personal Protective Equipment	Appropriate PPE Gear	Completed	Always wear appropriate protective equipment, respiratory protection, gloves, clothing
Administrative Controls	Certification	Completed	Hold Growsafe qualification
Administrative Controls	Disposal	Completed	Use and disposal of chemicals only as directed
Administrative Controls	Councils Policy	Completed	Comply with Tauranga City Council herbicide application policy including the herbicide hotline
Isolation	Storage	Completed	Appropriate, secure storage facility for chemicals
Administrative Controls	Material Safety Data Sheets	Completed	Material Safety Data Sheets readily available for all chemicals
Personal Protective Equipment	Spill Response Equipment	Completed	Spill response equipment available
Administrative Controls	First Aid	Completed	First aid kit and eye wash available
Administrative Controls	Register chemicals	Completed	Register of all chemicals on site

#### Cost Justification

Risk	Risk Score	Cost Justification Score
Overall Existing Controls	3	

#### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

# Detailed Hazards - All Hazards Report Period All Records Continued

## Weedeating

Hazard ID 107 Alert Number  
Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
Group City Services Date 14/04/2009 Status Completed  
Group Parks & Leisure Review Date 09/04/2010  
Description Body injury, eye, ear damage, impact, crush, entanglement

### Hazards Identified

Classification	Category	Hazard	Risk
Physical	Equipment	Unserviceable equipment	Entanglement
Physical	Equipment	Unserviceable equipment	Struck by objects

### Risks Identified

Risk	Risk Score
Personal Injury	3

### Current Controls

### Overall Score 3

Control Type	Control Name	Status	Description
Engineering Controls	Maintaining equipment	Completed	Keep all equipment well maintained
Engineering Controls	Tools	Completed	Ensure tools are sharp
Personal Protective Equipment	Appropriate Safety Gear	Completed	Wear all appropriate safety equipment - hearing protection, eye protection, body protection
Administrative Controls	Techniques of tools	Completed	Know correct techniques to use tools
Administrative Controls	Right tool for task	Completed	Always use right tool for task
Administrative Controls	Appropriate Equipment	Completed	Appropriate equipment, will have necessary guarding and safety devices

### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	
Overall Existing Controls	3	

### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

## Detailed Hazards - All Hazards Report Period All Records Continued

### Sharp Tools -spades, grubbers, files, crowbars etc

Hazard ID 110 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 14/04/2009 Status Completed  
 Group Parks & Leisure Review Date 09/04/2010  
 Description Cuts to body, self and others

#### Hazards Identified

Classification	Category	Hazard	Risk
Physical	Equipment	Poor maintenance	Serious injury

#### Risks Identified

Risk	Risk Score
Personal Injury	3

#### Current Controls

#### Overall Score 3

Control Type	Control Name	Status	Description
Administrative Controls	Maintenance of tools	Completed	Maintain tools correctly
Administrative Controls	Appropriate use of tools	Completed	Use tools appropriately
Personal Protective Equipment	Appropriate footwear	Completed	Wear appropriate foot wear
Administrative Controls	Awareness	Completed	Be aware of where others are
Administrative Controls	Right tools	Completed	Use right tool for task
Engineering Controls	Storage of tools	Completed	Store tools in secure place when not in use. Keep tools out of vehicle cabs where able, put them in the tray or boot.
Administrative Controls	First Aid	Completed	First aid facilities

#### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	
Overall Existing Controls	3	

#### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

## Detailed Hazards - All Hazards Report Period All Records Continued

### Members of Public

Hazard ID 116 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 14/04/2009 Status Completed  
 Group Parks & Leisure Review Date 09/04/2010  
 Description Personal danger, attack, assault, verbal abuse

#### Hazards Identified

Classification	Category	Hazard	Risk
Physical	Public	Aggression	Assault
Psychosocial	General	Disagreement	Minor injury
Psychosocial	General	Harrassment	Minor injury
Psychosocial	General	Violence	Minor injury

#### Risks Identified

Risk	Risk Score
Personal Injury	2

#### Current Controls

#### Overall Score 2

Control Type	Control Name	Status	Description
Administrative Controls	Awareness	Completed	Do not go anywhere you feel uncomfortable, be aware of who is around
Administrative Controls	Looking for People	Completed	Do not go looking for people alone - If you receive reports of anyone lurking in the bush, call the police or get someone else to go with you
Administrative Controls	Work habits	Completed	Do not have set work habits
Administrative Controls	Security	Completed	If feeling insecure leave the area immediately
Administrative Controls	Call police	Completed	Call police if there are members of the public who may pose a risk around
Administrative Controls	Mobile phone	Completed	Carry mobile phone with numbers programmed in at all times
Administrative Controls	Waer Uniform	Completed	Waer uniform or name badge at all times to look professional and official
Administrative Controls	Conflict training	Completed	Attend conflict resolution training

#### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	2	
Overall Existing Controls	2	

#### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

# Detailed Hazards - All Hazards Report Period All Records Continued

## Tree felling

Hazard ID 119 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 14/04/2009 Status Completed  
 Group Parks & Leisure Review Date 09/04/2010  
 Description Tree felling (chainsaw), impact, crush

### Hazards Identified

Classification	Category	Hazard	Risk
Physical	Equipment	Poor maintenance	Serious injury
Environment	External	Falling Objects	Respiratory conditions

### Risks Identified

Risk	Risk Score
Personal Injury	3

### Current Controls

### Overall Score 3

Control Type	Control Name	Status	Description
Administrative Controls	Specialist	Completed	Specialist engaged to perform work
Isolation	Barricade area	Completed	Barricade area off
Isolation	Signage	Completed	Use appropriate signage
Administrative Controls	Appropriate safety equipment	Completed	Use of appropriate safety equipment and procedures
Administrative Controls	Hazard Assessment	Completed	Hazard assessment of job

### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	
Overall Existing Controls	3	

### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

## Detailed Hazards - All Hazards Report Period All Records Continued

### Cliff Face

Hazard ID 122 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 14/03/2009 Status Completed  
 Group Parks & Leisure Review Date 09/04/2010  
 Description Fall, fracture, broken bone, death from fall from cliff

#### Hazards Identified

Classification	Category	Hazard	Risk
Environment	External	Uneven surfaces	Serious injury

#### Risks Identified

Risk	Risk Score
Personal Injury	3

#### Current Controls

#### Overall Score

Control Type	Control Name	Status	Description
Isolation	Use of barriers	Completed	Use of barriers
Isolation	Restricted access	Completed	Restricted access to public
Isolation	Use of signs	Completed	Appropriate use of signage

#### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	

#### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

# Detailed Hazards - All Hazards Report Period All Records Continued

## Rock Removal

Hazard ID 125 Alert Number [REDACTED]  
Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
Group City Services Date 09/04/2009 Status Completed  
Group Parks & Leisure Review Date 09/04/2010  
Description Removing those rocks identified as hazardous

### Hazards Identified

Classification	Category	Hazard	Risk
Environment	External	Falling Objects	Minor injury
Environment	External	Falling Objects	Serious injury

### Risks Identified

Risk	Risk Score
Personal Injury	3

### Current Controls

### Overall Score 3

Control Type	Control Name	Status	Description
Administrative Controls	Management of Plan	Completed	Management plan / task analysis for work
Engineering Controls	Specialist People	Completed	Specialist personnel engaged to perform work
Isolation	Secure Site	Completed	Secure site from public

### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	
Overall Existing Controls	3	

### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	[REDACTED]	Controls adequate		Completed
14/04/2009	[REDACTED]	Controls adequate		Completed

## Detailed Hazards - All Hazards Report Period All Records Continued

### Unauthorised Dogs

Hazard ID 127 Alert Number  
Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
Group City Services Date 14/04/2009 Status Completed  
Group Parks & Leisure Review Date 09/04/2010  
Description Unauthorised dogs. Bite, attack from animal, abuse from owner

#### Hazards Identified

Classification	Category	Hazard	Risk
Physical	Public	Aggression	Assault
Psychosocial	General	Harrassment	Minor injury

#### Risks Identified

Risk	Risk Score
Personal Injury	2

#### Current Controls

#### Overall Score 2

Control Type	Control Name	Status	Description
Administrative Controls	Signage	Completed	Signage to advise public dogs are not permitted
Administrative Controls	TCC Animal Services	Completed	TCC animal control services respond to situation
Administrative Controls	Do not approach	Completed	Do not approach

#### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	2	
Overall Existing Controls	2	

#### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

## Detailed Hazards - All Hazards Report Period All Records Continued

### Pest Control

Hazard ID 130 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 09/04/2009 Status Completed  
 Group Parks & Leisure Review Date 09/04/2010  
 Description Control of rabbits, rats, cats, stoats etc. Use of fire arms - being shot, exposure to poison's, trapping - bitten by caged animal

#### Risks Identified

Risk	Risk Score
Personal Injury	3

#### Current Controls

**Overall Score 3**

Control Type	Control Name	Status	Description
Administrative Controls	Know when control is taking place	Completed	Know when pest control is taking place and where
Administrative Controls	Appropriate Contractors	Completed	Use suitably qualified contractors to carry out work

#### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	
Overall Existing Controls	3	

#### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

# Detailed Hazards - All Hazards Report Period All Records Continued

## Use of Vehicles

Hazard ID 133 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 09/04/2009 Status Completed  
 Group Parks & Leisure Review Date 14/04/2010  
 Description Use of vehicles (including quad bikes and ride on mowers) on narrow, and/or steep, and/or slippery gravel and/or grass slopes, increases the risk of accident or roll over

### Hazards Identified

Classification	Category	Hazard	Risk
Physical	Vehicles	Motor Vehicle Accident	Serious Injury

### Risks Identified

Risk	Risk Score
Personal Injury	3

### Current Controls

### Overall Score 3

Control Type	Control Name	Status	Description
Administrative Controls	Quad bike best practice guidelines	Completed	Review and implement the guidelines
Administrative Controls	Appropriate Training	Completed	Ensure appropriate training for staff is completed and vehicles are used in a safe manner, consistent with the drivers ability and training.

### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	
Overall Existing Controls	3	

### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

# Detailed Hazards - All Hazards Report Period All Records Continued

## Rural fire fighting

Hazard ID 136 Alert Number  
 Category Site Reported By s 7(2)(f)(ii) Significant Hazard Yes  
 Group City Services Date 09/04/2009 Status Completed  
 Group Parks & Leisure Review Date 14/04/2010  
 Description Risk of staff injuring themselves during the 'response' to the fire

### Hazards Identified

Classification	Category	Hazard	Risk
Environment	External	Heat	Respiratory conditions

### Risks Identified

Risk	Risk Score
Personal Injury	3

### Current Controls

### Overall Score 3

Control Type	Control Name	Status	Description
Personal Protective Equipment	Communications Devices	Completed	Ensure 'field staff' have suitable communications devices (eg mobilem RT) to notify authorities if fire is indtenified, and to provide communication on appropriate escape route.
Administrative Controls	Appropriate Training	Completed	Appropriate training of staff on Rual Fire Fighting tehniques.
Personal Protective Equipment	Appropriate PPE Gear	Completed	Have appropriated PPE gear on hand

### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	3	
Overall Existing Controls	3	

### Reviews

Date	Person	Findings	Actions	Status
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed
14/04/2009	s 7(2)(f)(ii)	Controls adequate		Completed

## Detailed Hazards - All Hazards Report Period All Records Continued

### Maintenance of Plant or Equipment

Hazard ID 236	Alert Number		Significant Hazard Yes
Category Plant	Reported By	s 7(2)(f)(ii)	Status Completed
Group City Services	Date	08/05/2009	
Group Parks & Leisure	Review Date	08/05/2010	
Description Maintenance of Plant or Equipment			

#### Hazards Identified

Classification	Category	Hazard	Risk
Physical	Equipment	Poor maintenance	Serious injury
Physical	Electrical	Live wires	Electrocution
Physical	Mechanical	Moving parts	Serious injury
Physical	Work practices	Lack of training	Serious injury
Physical	Work processes	Operating procedures not f	Serious injury
Physical	Work practices	Misuse of equipment	Serious injury

#### Risks Identified

Risk	Risk Score
Personal Injury	15

#### Current Controls

#### Overall Score 4

Control Type	Control Name	Status	Description
Administrative Controls	Trained and authorised personnel only to perform maintenance	Completed	Staff to receive and sign for training
Administrative Controls	Permit to work required	Completed	TCC sites will either require a permit to work from TCC staff before work commences, and/or the person performing the maintenance to conduct a safe task analysis prior to commencing
Isolation	Plant/ Machinery isolated before maintenance	Completed	To be isolated by lock-out and tag

#### Cost Justification

Risk	Risk Score	Cost Justification Score
Personal Injury	15	
Overall Existing Controls	4	