

Risk management and the ADWG/AGWR – the how to guide for local water utilities

Time	Discussion topic	Activity
3.45 – 4.00	Overview of the Elements of the ADWG / AGWR.	TF present overview of 12 Elements. Discuss via a few case studies. Describe how most Elements are ‘good business practices’ (and then put them to the side). Focus on Element 2 and 3 today.
4.00 – 4.05	Revise Element 2.1 – assessment of the water system.	TF present example and introduction to Activity.
4.05 – 4.15	Develop a Flow Diagram for your system.	Worksheet issued and support provided interactively to prepare a flow diagram to concept stage only.
4.15 – 4.20	Revise Element 2.4 – hazard identification and risk assessment.	TF present example and introduction to Activity. Discuss briefly that there are a range of options and approaches to risk assessment. One approach provided today in Activity worksheet.
4.20 – 4.30	Develop a Risk Register for your system.	Worksheet issued and support provided interactively to prepare a 5 row risk register. That is, lets look at 5 risks and rank them.
4.30 – 4.35	Revise Element 3.2 – critical control points.	TF present example and introduction to Activity.
4.35 – 4.45	Develop CCPs for your system flow diagram.	Worksheet issued and support provided interactively to find up to 5 CCPs. Discuss briefly the approach to CCP decision trees available. Focus on the message that a ‘critical limit’ and a ‘control action’ must be associated with a CCP.
4.45 – 5.00	Revise ‘Monitoring’ across the Guidelines – discussing operational, verification and validation monitoring.	Discuss how the above activities help inform the Monitoring Program, allowing for optimisation. Final comment – made regarding that the activities undertaken today get them started on the ‘how to’ for the ADWG / AGWR.