

SECURITY RISK ASSESSMENT

RISK MATRIX

		Highly Unlikely	Unlikely	Possible	Likely	Almost Certain
		LIKELIHOOD				
CONSEQUENCES	Severe Multiple fatalities and/or serious permanent injuries involving more than 10 individuals. Severe damage (>\$1million) to property or equipment	M	M	H	H	H
	Major Single fatality or serious permanent injuries of up to 10 individuals. Major damage (\$500,000 - \$999,999) to property or equipment	M	M	M	H	H
	Moderate Permanent injuries requiring long term treatment, hospitalisation and/or rehabilitation. Moderate damage (\$10,000-\$499,999) to property or equipment	L	M	M	M	H
	Minor Injuries requiring short term hospitalisation and/or surgery. Damage (<\$9,999) to property or equipment	L	L	M	M	M
	Insignificant Injuries involving first aid or medical treatment. Very minor superficial damage to property or equipment	L	L	L	M	M

SECTION 1: Fill in the blanks with as much detail as possible

Event Details

Event Name	Hui me te parakatihi Waiata
Event Organiser	
Event Venue	Great Lake Centre
GLC Event Coordinator/Manager	Alice Mellow
Event ID	9143
Event Date(s)	26/04/2023
Space	Lower Foyer & Eastwing

Provide details of event activity, subject matter, guest speakers, music genre/styles etc. Consider similar events held at other locations

waiata practice. Attendee numbers between 40 and 60pax. Audience demographic - kaumatua through to young monolingual maori speaking youth.

Provide details of previous history based on genre and provide details of similar events

kapa haka and cultural performances within eastwing and hall - evnt size up to 400pax. Not organised by this group specifically, organiser has had involvement with previous bookings.

Provide details of demographic of participants (VIP guests, age range, gender split, likely ethnicities, travel means, profession)

Audience demographic - kaumatua through to young monolingual maori speaking youth.

Provide details of demographic of participants (VIP guests, age range, gender split, likely ethnicities, travel means, profession)

Provide details of any known specific event risks (E.g. protest, gang affiliations)

secondary booking in GLC theatre same night and similar time. National media reported on levels of conflict occurring at previous events - content of both groups booked into the GLC has real potential to be in conflict.

SECTION 2: Place a '1' in the risk category box that is most applicable. Leave box blank if not relevant to event

High Risk (3) Medium Risk (2) Low Risk (1)

Event Type - select the option which best reflects the event. Only select more than one element if you are unable to correctly identify the type of event using one-line

Conference			
Meeting			
Function			
Exhibition			
Sport			
Performance			1

Venue Specifications - select the option(s) which best reflects the venue used for the event.

Indoor			1
Outdoor			
Venue location is sensitive or significant			

Event Timings - select the option(s) which best reflects the event.

Day Event			
Night Event			1
Multi-Day			

Entry Content and Activity - select all option(s) and elements which best reflects the event.

Entry type - Public			1
Entry type - Private (invite only)			
Ticketed			
Non-Ticketed			1
Demographics - give each category below a risk rating			
Demographics of attendees			
Demographics of participants		1	
High profile visitor attending (Dignitaries, political members, company CEO etc)			
Alcohol - select all options and elements which best reflects the event.			
Potential for intoxication and/or substance abuse			1
Alcohol available to be purchased			
Free alcohol available			
Media Coverage - select all options and elements which best reflects the event.			
Event is televised live or streamed live			1
Event has delayed coverage			

SECTION 3: The risk category has been assigned to these categories.
Select ONE option for each section below and place a '1' in the most appropriate risk rating. Leave blank if not relevant.

Venue Capacities - select ONE option which best reflects the venue used for the event.			
Under 50% Venue/Room Capacity			1
50 - 80% Venue/Room Capacity			
Over 80% Venue/Room Capacity (sold-out)			
Crowd Size - select ONE option which best reflects the event.			
Projected Crowd (<1,000)			1
Projected Crowd (1,001-5,000)			
Projected Crowd (>5,001)			
Public Interest - consider all event elements which best reflects the event.			
Under 50% chance of contentious public interest (eg, religious, political)			
50 - 80% chance of contentious public interest (eg, religious, political)		1	
Over 80% chance of contentious public interest (eg, religious, political)			
Threat Level - select ONE option for National threat level and ONE option for Local threat level			
National threat level - Link to DPMC Threat Level			
National terrorism threat level is HIGH or EXTREME			
National terrorism threat level is MEDIUM			
National terrorism threat level is LOW or VERY LOW			1
Local threat level based on local intelligence from Police, HCC and other relevant sources			
Local threat level is HIGH or EXTREME			
Local threat level is MEDIUM			
Local threat level is LOW or VERY LOW			1
Other Considerations - select all options and elements which best reflects the event.			
Client requests escalated level of security to Medium Risk			
Client requests escalated level of security to High Risk			
Risk Summary	0	2	11

SECTION 4: Outline below any comments, considerations or factors which have an impact on the Event Risk Category

Risk factors could escalate during the event and mitigations need to cover escalated risks - not just perceived prior to the event. Good to compare with a police risk assessment for events that have potential to go from passive to aggressive and what mitigations they have. Physical barrier in foyer to separate upper and lower foyer. Alternate entrances and signage for groups required. Booking not to be held in foyer but relocated to East Wing. Requirement for client to have security plan and security on site.

High Risk - 1 element at high risk or 6 or more Medium risk
Medium Risk Event - 1-5 medium risk elements or 13 or more low risk
Low Risk - 1-12 elements at low risk

Event Risk Category **Medium Risk** select from drop down box

Date of assessment: 21st April 2023
Name of person completing assessment: Alice Mellow & Steve Giles
Job title:

- Next Steps:**
- Low Risk: An operational plan required for sign off by event co-ordinator. Onsite security may not be required**
 - Medium Risk: An operational plan and a security plan generated by the event organiser required for sign off By TDC Enterprise leader. Security personnel required. Security plan to be independently assessed.**
 - High Risk: An operational plan and a security plan generated by the event organiser required for sign off by TDC Executive Team. Security personnel required. Security plan to be independently assessed. An onsite H&S Event risk manager present on site at the venue.**

Likelihood/Consequences

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		CONSEQUENCES				
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