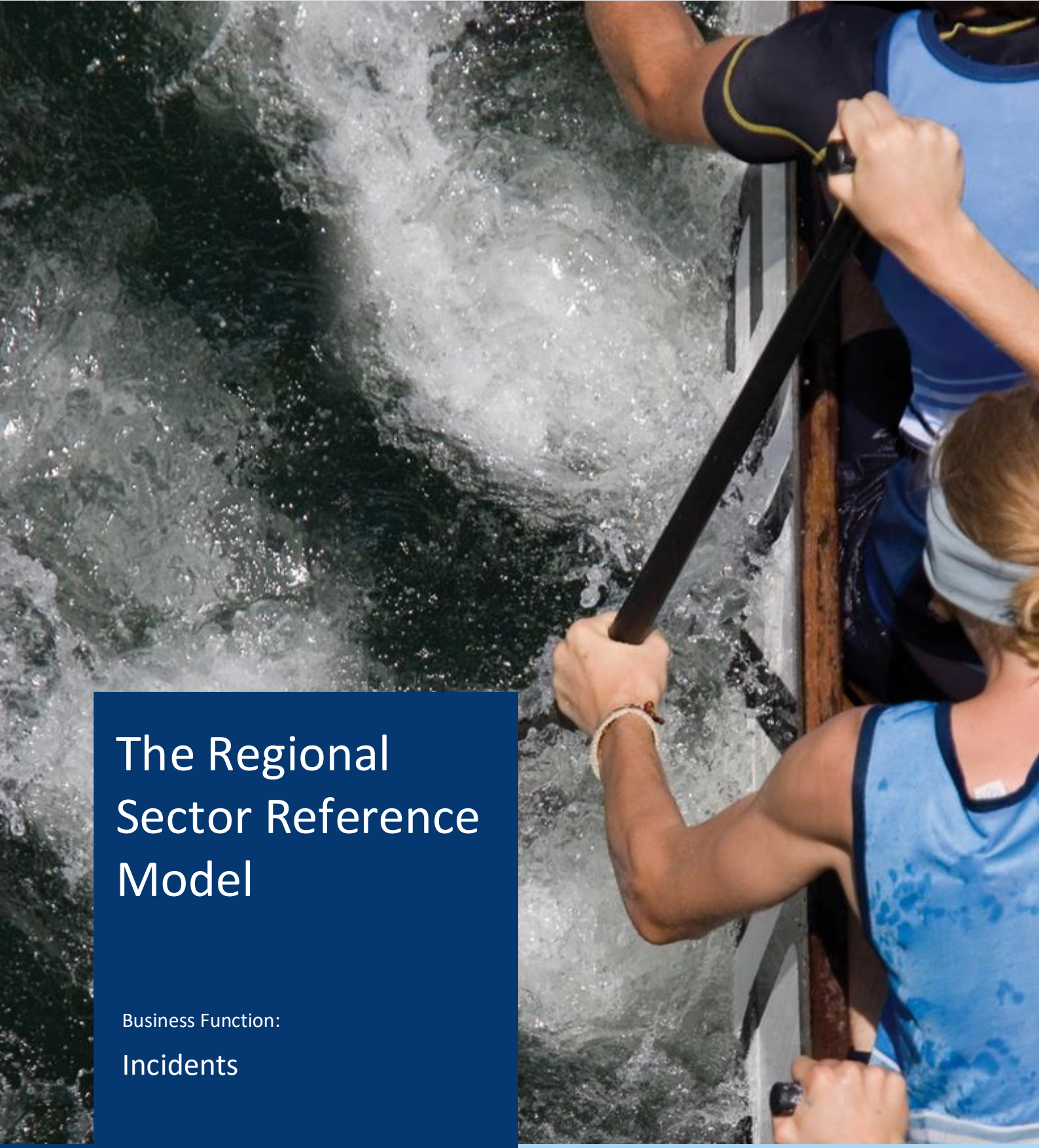

The Regional Sector Reference Model

Business Function:

Incidents

RSHL

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This document is part of the Regional Sector Reference Model. It should be read in conjunction with document 1. Context and Framework.

Version: RSHL-1540269799-658 v1.0
Publication date: May 2021

Document Control

The following documents make up the Regional Sector Reference Model. Current document versions are listed below.

Document Name	Document ID	Version
1. Context and Framework	RSHL-1540269799-521	v1.0
2. Community Engagement – The Customer	RSHL-1540269799-518	v1.0
3. Community Engagement – Provision of Information	RSHL-1540269799-517	v1.0
4. Environmental Stewardship – Farm, Land and Catchment Management	RSHL-1540269799-527	v1.0
5. Environmental Stewardship – Environmental Monitoring	RSHL-1540269799-649	v1.0
6. Environmental Stewardship – Selected Land Use Sites	RSHL-1540269799-654	v1.0
7. Environmental Stewardship – Biodiversity	RSHL-1540269799-652	v1.0
8. Environmental Stewardship – Grants	RSHL-1540269799-656	v1.0
9. Regulatory – Consents, Permits and Authorisations	RSHL-1540269799-669	v1.0
10. Regulatory – Compliance Monitoring	RSHL-1540269799-668	v1.0
11. Regulatory – Biosecurity	RSHL-1540269799-664	v1.0
12. Regulatory – Incidents	RSHL-1540269799-658	v1.0
13. Regulatory – Enforcement	RSHL-1540269799-660	v1.0

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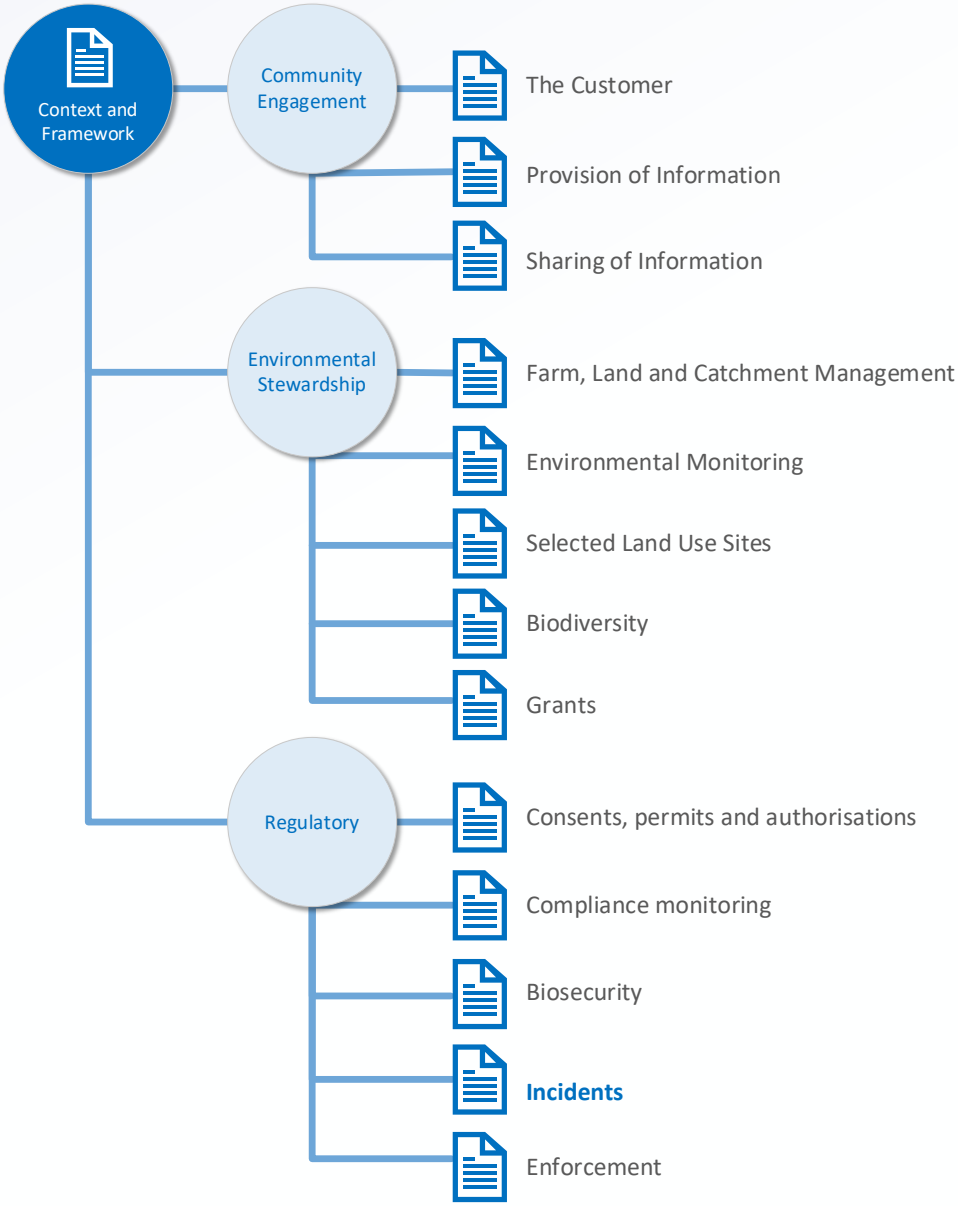
The reference model

The Regional Sector Reference Model aims to provide regional council consistent good practice processes, enabling councils to benchmark themselves and measure the degree to which good practice is being achieved.

This document makes up part of the Regional Sector Reference Model. The process and activity diagrams seen within this document were developed through a series of workshops under a collaborative approach by 11 regional councils. User story IDs are shown in grey – please contact RSHL if you require further detail.

The Regional Sector Reference Model structure



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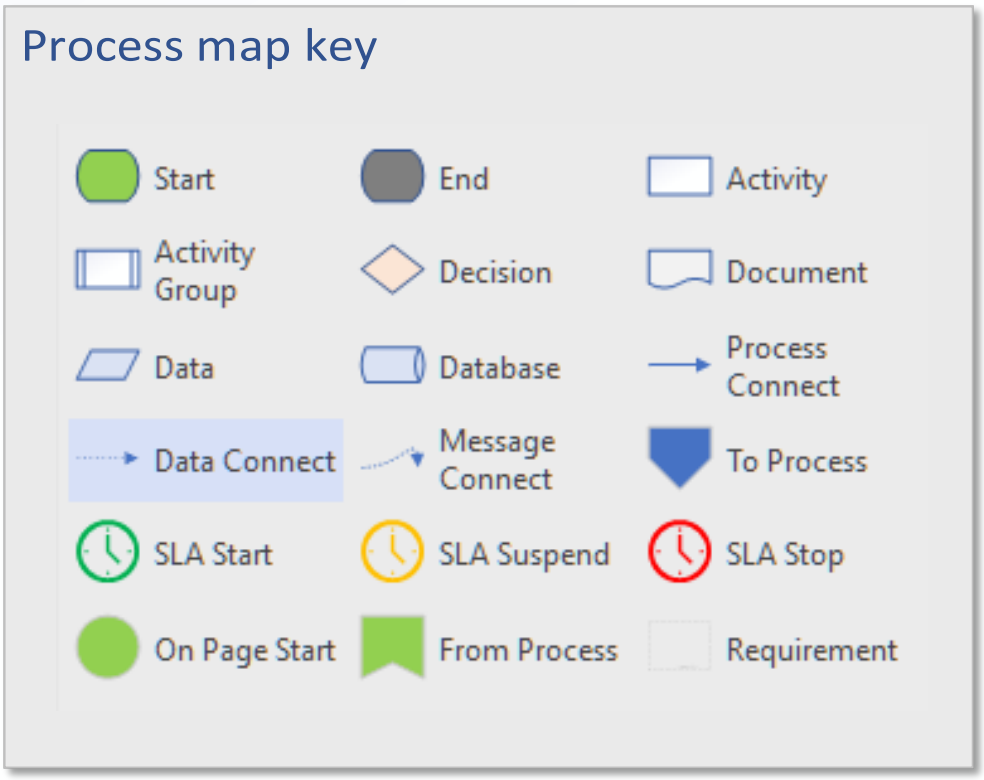

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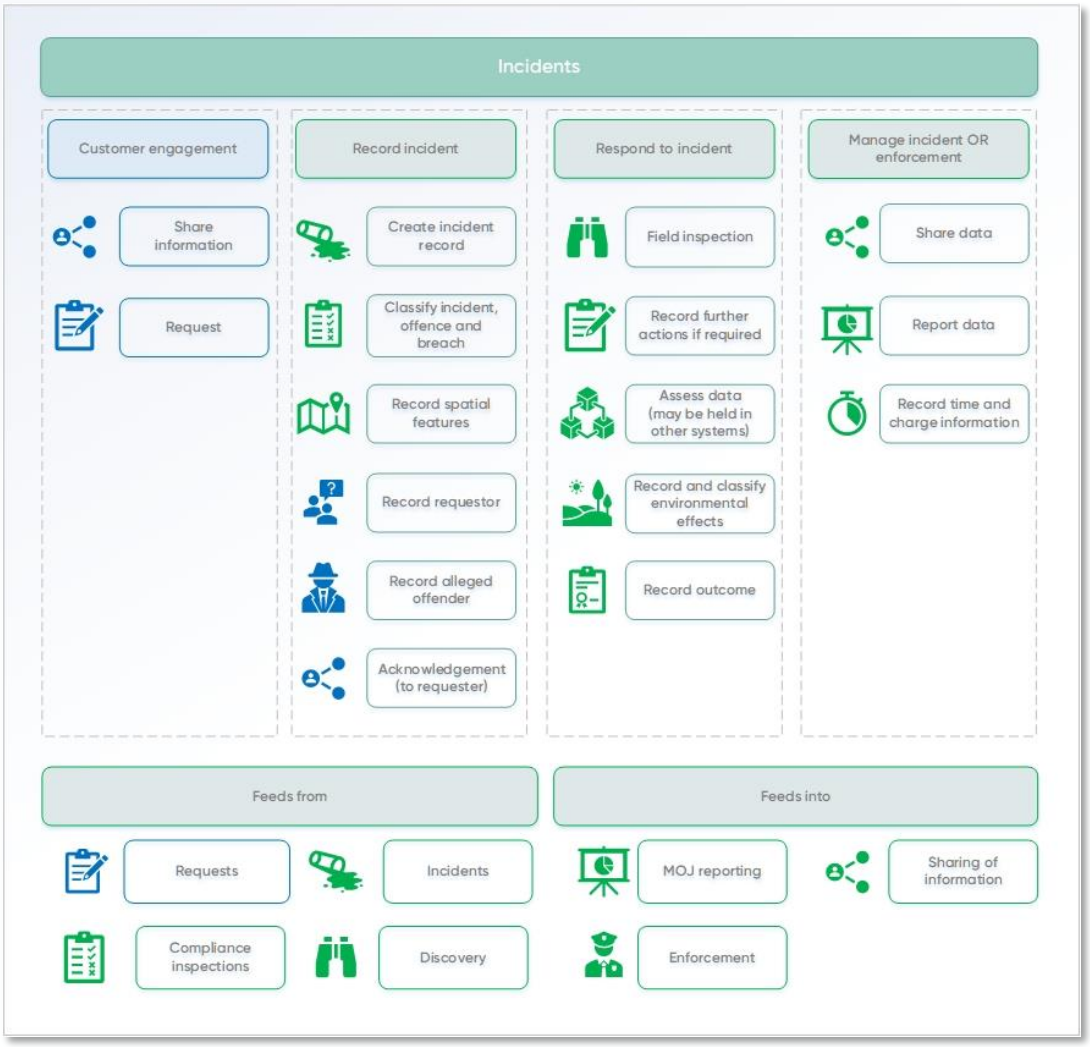
Regulatory

The regulatory responsibility area refers to councils' legislative functions, with specific reference to the Resource Management Act and the Biosecurity Act. Permitting and consenting regulatory activity encompasses receiving and processing applications, while monitoring regulatory activity covers the initiation, planning and execution of compliance activities and work programmes. Where legislative non-compliance is found, councils invoke incident and enforcements processes.

Council's biosecurity activities are undertaken in accordance with the Biosecurity Act together with council's regional plans to control and/or eradicate pest plants and animals from their respective regions.

Incidents

Environmental incident response is initiated by customer engagement (reporting) or discovery by council officers in the field. Councils require the ability to record and respond to incidents, and to share and report incident data.



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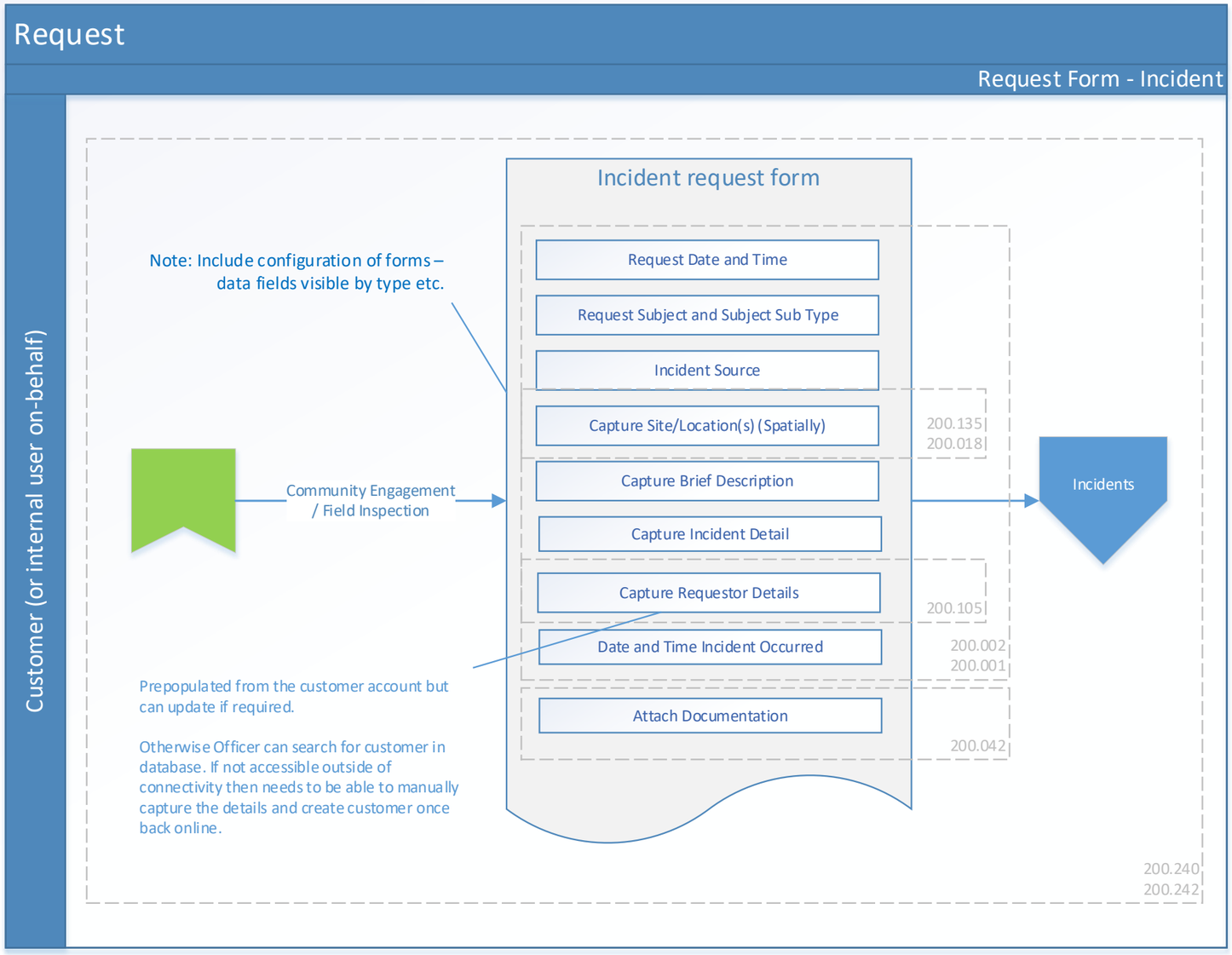
Incidents (Incident record)



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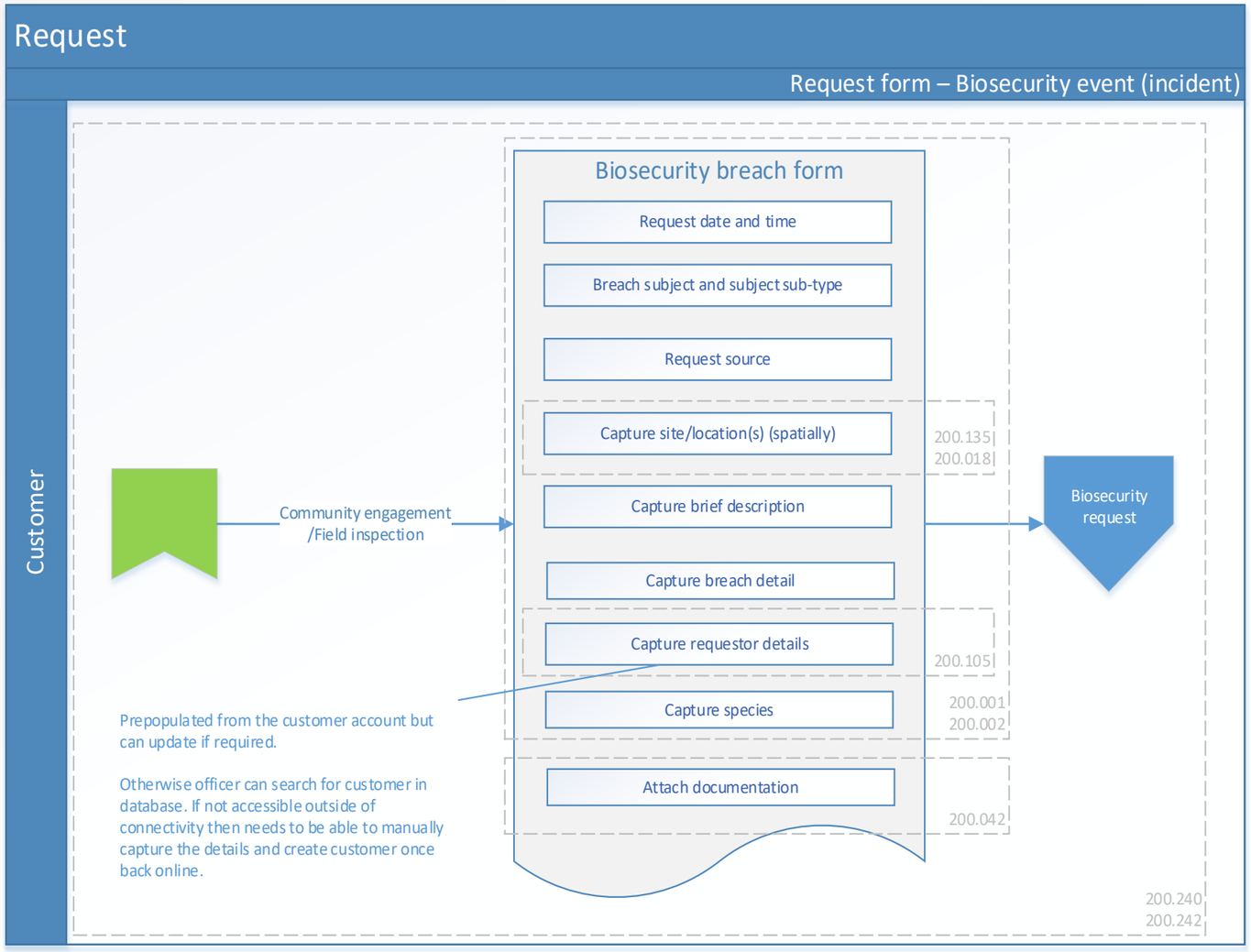
Incidents (Biosecurity event record)



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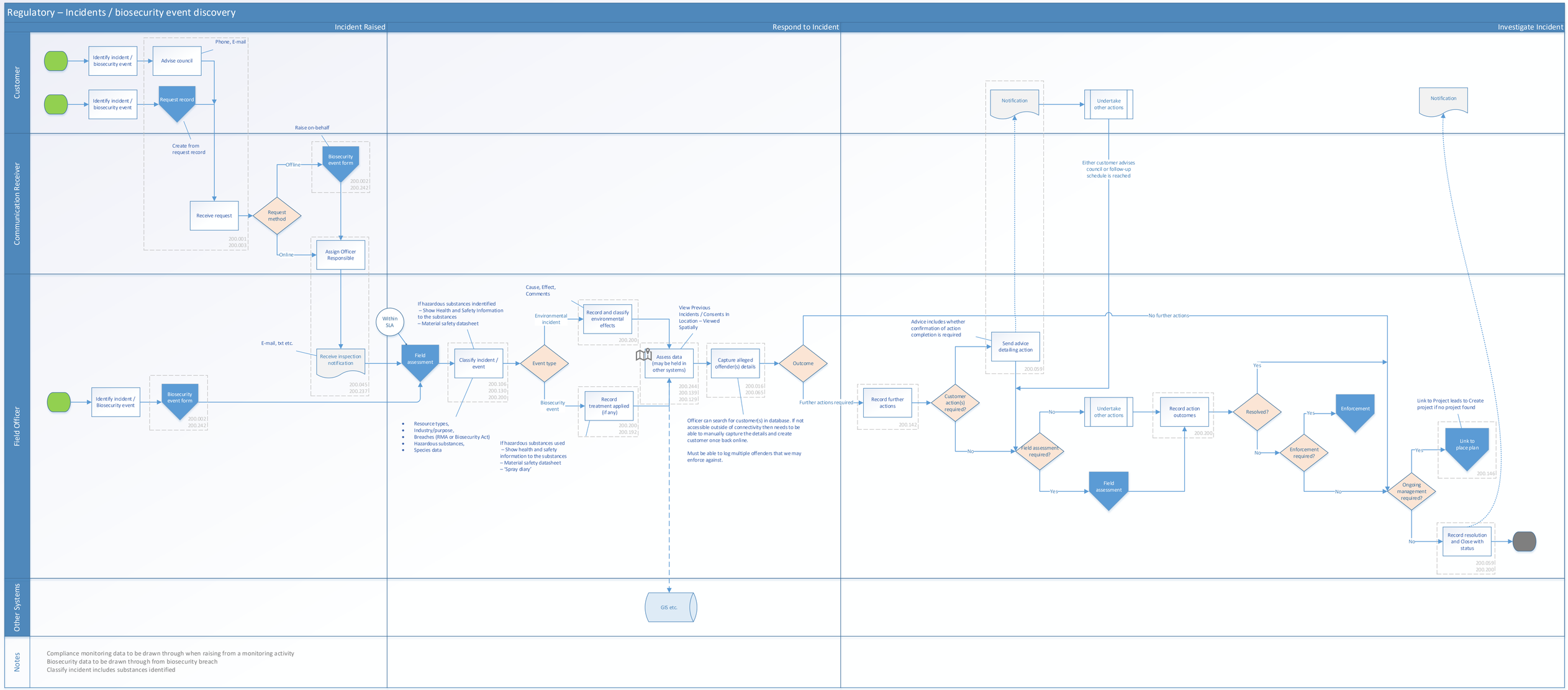
Incidents (Incident and/or biosecurity event)

Regulatory – Incidents / biosecurity event discovery



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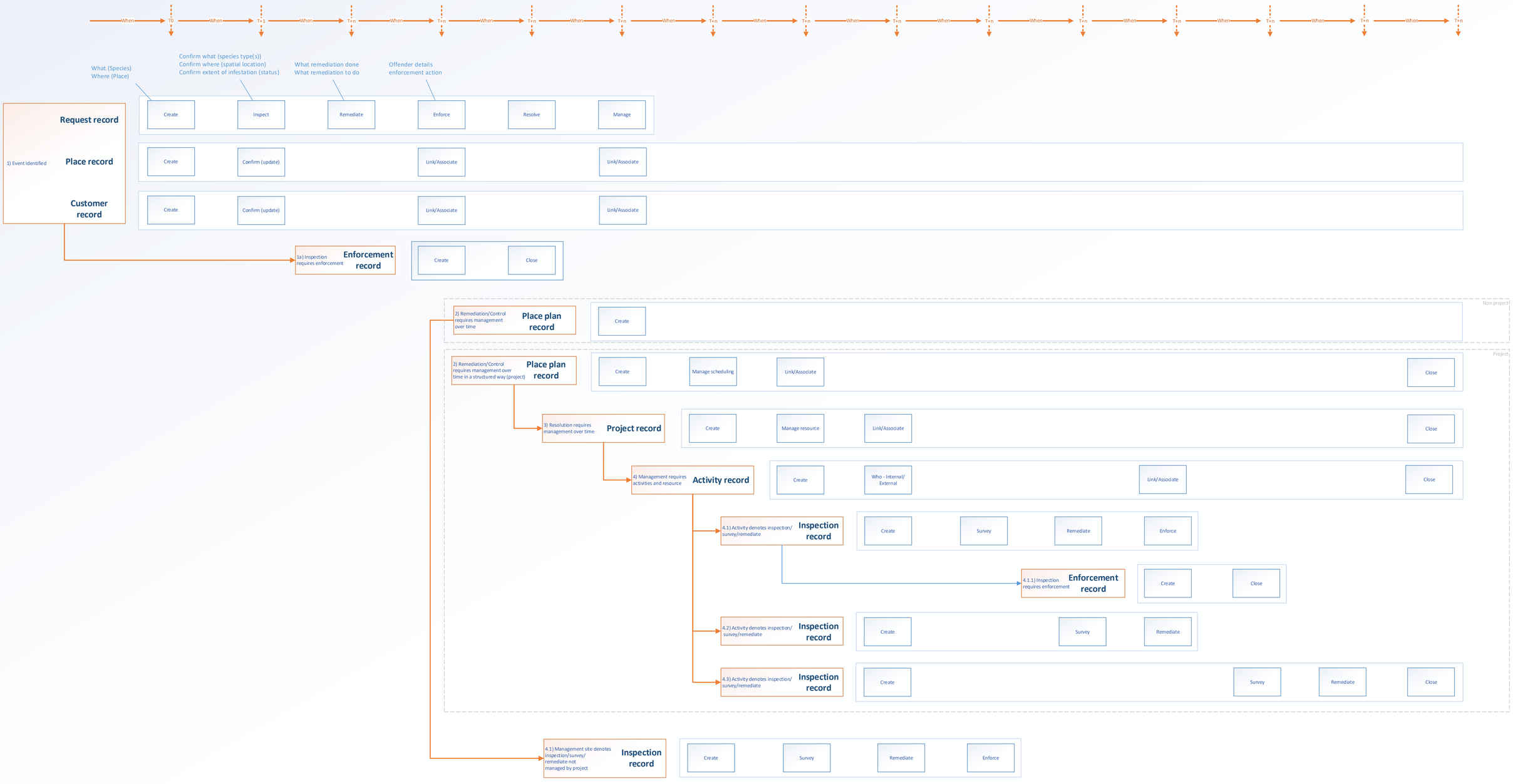
Incidents (Example record vs time)

Record timeline view

The diagram below depicts an example of what occurs with an incident request and the subsequent records created over time.



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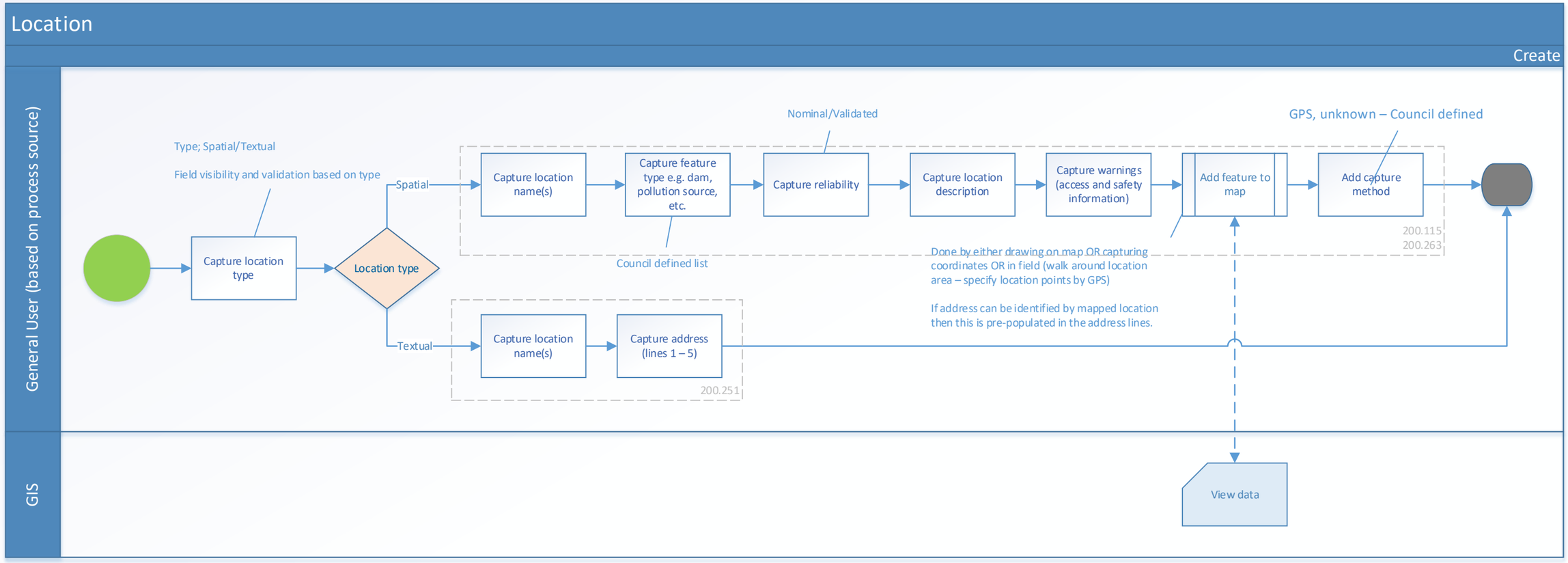
Location (create)



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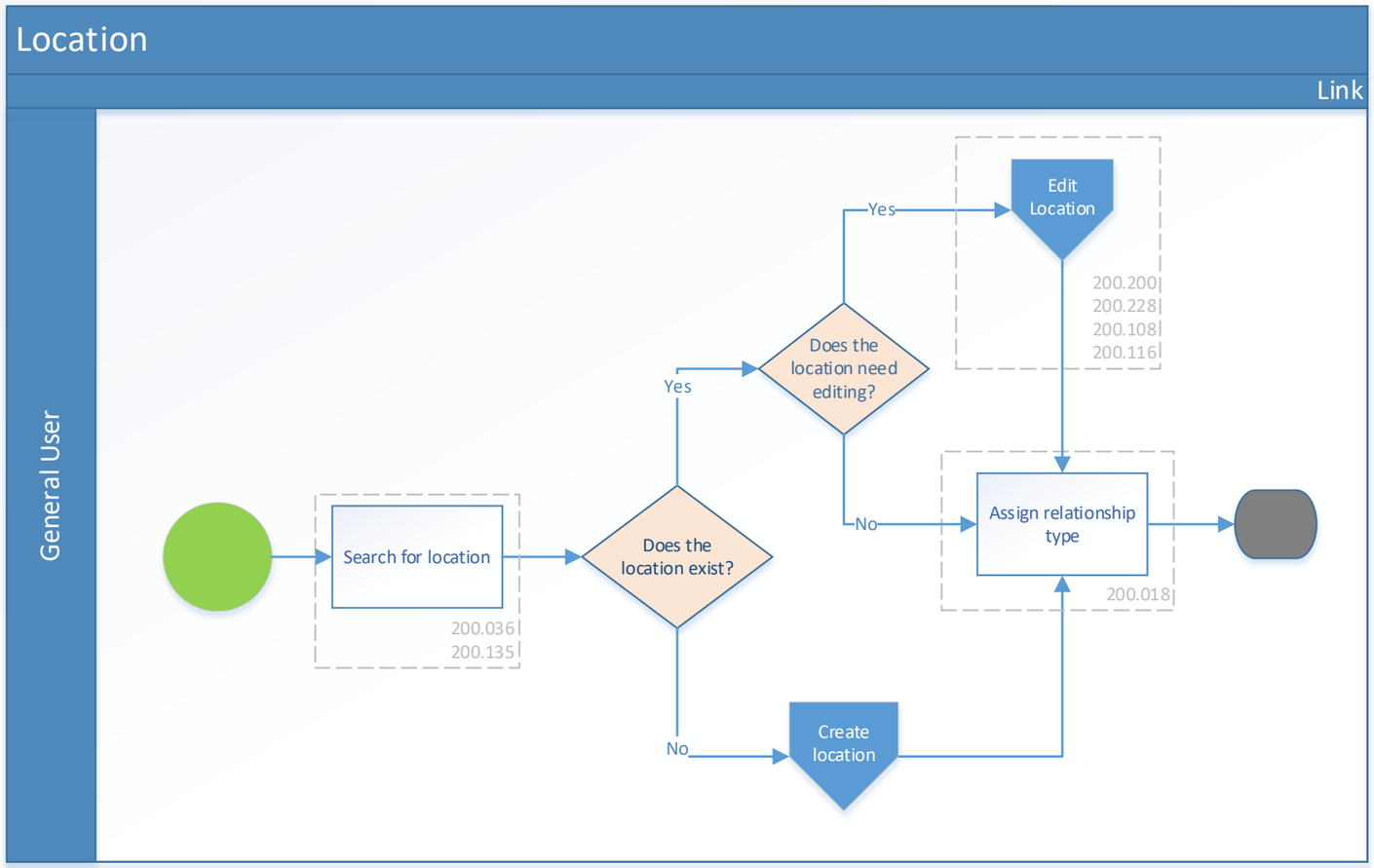
Location (link)



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