

LOCAL DISASTER MANAGEMENT PLAN

Version 5.4 Queensland Disaster Management Act 2003 Adopted 24 October 2018



Contents

Version Control	/
Foreword	8
Chapter 1 - Overview of Queensland Disaster Management Arrangements	10
Concepts and Principles of Disaster Management	12
Context of Disaster Management	12
Basic Approaches to Disaster Management	12
The Comprehensive Approach	12
The Integrated Approach	13
Emergency Management Assurance Framework	13
Office of the Inspector General Emergency Management	14
Framework Overview	14
Principles	14
Functions of the Banana Shire Local Disaster Management Group	18
Members of the Banana Shire Local Disaster Management Group	19
LDMG Business and Meetings	20
LDMG Agency Roles and Responsibilities	20
Authority to Plan	26
Approval of Plan	27
Purpose of Local Disaster Management Plan	27
Key Objectives	27
Distribution List	28
Queensland Disaster Management – Strategic Policy Statement	28
Council Policy for Disaster Management	29
Integration with Council's Corporate, Strategic and Operational Planning Process	30
Proposed Future Development and Infrastructure	30
Disaster Management Priorities – LDMG Operational Plan	30
Chapter 2 – Prevention	32
Land Use Planning	32
Building Codes, Regulations and Legislation	32
Insurance	33
Disaster Rick Assessment	3/1



	Residual risk and risk-based planning	. 37
	Alignment between the QERMF and situational awareness	. 39
	QERMF risk-based planning resilience	. 40
	Risk Register	. 40
С	ommunity Context	. 40
	Geography	. 40
	Climate and Weather	. 52
	Population/Demographics	. 52
	Community Preparedness	. 56
	Critical Infrastructure	. 57
Н	azardous Sites	. 70
Р	ublic Buildings, Spaces and Events	. 70
Ν	eighbour Relationships	. 71
Н	azard Identification	. 72
С	hapter 3 – Preparedness	. 86
	Planning	. 86
	Plans Within the Disaster Management Environment	. 87
	State Disaster Management Plan (SDMP)	. 87
	District Disaster Management Plan (DDMP)	. 87
	Local Disaster Management Plan (LDMP)	. 87
	Business Continuity Plan (BCP)	. 88
	Functional Plans	. 88
	Hazard Specific Plans	. 88
	Operational Plans	. 89
	Private Sector and Non-Government Organisation Planning	. 89
	Planning Roles and Responsibilities	. 89
	Sub Groups to LDMG	. 92
	Review and Assessment of Plans	. 92
D	isaster Management Capacity Building and Capability Integration	. 94
	Community Awareness	. 95
	Training	. 96
	Evereises	97



Activation and Triggers	101
Local Disaster Coordination Centre (LDCC)	103
Financial Arrangements	103
Warning and Information Dissemination	104
Local Warnings and Information	104
Emergency Alert System	105
Standard Emergency Warning Signal (SEWS)	106
Media Management	107
Evacuation and Sheltering	107
Logistics	108
Emergency Supply	109
Resupply Operations	109
Offers of Assistance	110
Recovery	110
Chapter 4 – Response	111
Response Arrangements	111
Activation of Local Response	112
District Response	112
State Response	112
Australian Response	113
Defence Assistance to the Civil Community	113
Hazard Specific Activations	113
Coordination, Control and Cooperation	113
Local Disaster Coordination Centre Arrangements	114
Communications within the LDCC	115
Agency Command and Control	115
District Disaster Coordination Centre (DDCC)	116
State Disaster Coordination Centre (SDCC)	116
Australian Government Crisis Coordination Centre (CCC)	116
Declaration of a Disaster Situation	116
Communications and systems for public information and warnings	117
Local Notification Systems	117



Media Management During Disaster Operations	120
Emergency Relief	121
Emergency Relief Coordination	121
Initial Impact and Needs Assessment	122
Relief Monitoring	122
Evacuation	122
Evacuation Strategy	123
Stages of Evacuation	124
Logistics	126
Context and Assumptions	126
Emergency Supply	127
Resupply Operations	127
Individual and Community Preparation	128
Financial Management	129
Other Agencies/Organisations	129
Operational Reporting	129
Local Level Situational Reporting	129
Debrief	130
Hot Debrief	130
Post Event Debrief	130
Disaster Management Systems	130
Local System	130
District System	130
State System	131
Chapter 5 – Recovery	132
Local Disaster Management Groups – Arrangements for Recovery	132
District Disaster Management Groups – Arrangements for recovery	132
State Level	132
Aim of Recovery	132
Local Recovery – Management Structure	133
Local Government	133
Local Recovery Coordinator	133



Requests for Assistance	
District	134
Recovery Functions	135
Governance	136
Local Disaster Management Groups (LDMG's)	137
District Disaster Management Groups (DDMG's)	137
Concept of Operations	137
Timing for transition at the local level	139
Phases of Recovery	139
Reporting	141
Debrief	141
Chapter 6 - Financial Arrangements	143
Overview	143
Governance	143
Procurement Policy	143
Financial Accountability	143
Funding for State and Local Government	144
Offers of Assistance	144
Financial Donations	145
Volunteers	145
Goods and Services	145
Attachment 1: LDMP Distribution List	147
Attachment 2: Definitions	149
Attachment 3: Abbreviations	157
Attachment 4: Contact List of LDMG Members	159
Attachment 5: LDMG Terms of Reference	160
Attachment 6: Sub Plans and Procedures	166



Version Control

Version	Date	Prepared By	Comments
1	12 November 2008	LDMG	Adopted Ordinary Meeting of Council 12 November 2008
2	8 October 2009	LDMG	Plan Review
3	23 February 2011	LDMG	Plan Review
4	24 January 2012	LDMG	 Plan review - in accordance with Qld Local Disaster Management Interim Guidelines issued 22 August 2011; Plan endorsed by LDMG at meeting of 8 December 2011; Plan adopted by Banana Shire Council at ordinary meeting of 24.1.12
4.1	29 & 30 July 2014	LDMG	LDMG workshop – annual plan review & assessment
4.2	May 2016	LDMG	Plan Review
5.0	March 2018	LDMG	Review to incorporate Queensland Prevention, Preparedness, Response and Recovery Disaster Management Guidelines January 2018 edition. Revised plan adopted by Banana Shire Council 24 October 2018
5.1	04 July 2019	QPS	Evacuation Sub Plan review and minor amendment in relation to census data
5.2	October 2019	LDMG	Plan review – as per OIGEM 2019-20 Disaster Management Plan assessment process
5.3	August 2021	LDMG	LDMG annual review – minor amendments only
5.4	July 2023	LDMG	LDMG annual review – minor amendments only

This document is not to be altered, amended or changed in any way other than those amendments authorised by the Banana Shire Local Disaster Management Group (or Local Disaster Coordinator for minor amendments). However, the plan is intended to be a "live" document to be regularly reviewed, assessed and amended where necessary.

As such, Banana Shire Council welcomes feedback from the regions residents, visitors and others regarding this disaster management plan.

Proposals for amendment or addition to the contents of the plan are to be forwarded to:

Chief Executive Officer Banana Shire Council PO Box 412 Biloela QLD 4715

Attention: Local Disaster Coordinator



Foreword

Like any other region the Banana Shire can be subjected to incidents and events both natural and non-natural that cause damage and disruption to our communities. As such it is prudent that individuals, businesses, organizations, Councils and Government agencies examine these incidents and develop strategies to deal with these events.

The overall objective of this plan is to improve community safety through the identification, evaluation and mitigation of risks that might otherwise be classified as disasters.

When an event does occur, local government has primary responsibility for managing the impacts within its boundaries to assist communities wherever possible in responding to and recovering from the event.

An important focus of the plan is therefore on minimising impacts on disaster affected communities, by ensuring a coordinated effort by all levels of government and non-government agencies with responsibilities or capacity to assist our communities in time of disaster or emergency. Therefore, this plan documents the arrangements required under the Queensland Disaster Management Act 2003 outlines the disaster management system and specifies roles and responsibilities of relevant agencies.

This is a dynamic document that will be regularly reviewed and kept up to date in line with any changes in legislation and reflect learning's from events within Australia or elsewhere.

It should always be remembered that community safety is everyone's responsibility and I would ask that you too do your part and develop your own emergency plan so that you and your family are well prepared for any disaster should it arise.

On behalf of the Banana Shire Local Disaster Management Group I commend you for taking the time to read this Local Disaster Management Plan and trust that you will assist us in making our communities safe places to live, work and play

Cr Nev Ferrier

CHAIRPERSON
Banana Shire
Local Disaster Management Group





Endorsement of Local Disaster Management Plan

This Local Disaster Management Plan (LDMP) has been prepared by Banana Shire Council with the assistance of the Banana Shire Local Disaster Management Group (LDMG) as required under section 57; 58 and 30 (c) of the Disaster Management Act 2003 (the Act).

This plan is assessed on an annual basis in accordance with the Office of the Inspector General Emergency Management Tier One Assurance Activities. A representative of the Gladstone District Disaster Management Group assists in assessment process.

Di Corfield Local Disaster Coordinator Banana Shire Council Local Disaster Management Group	1 1
Cr Nev Ferrier (Mayor) Chairperson Banana Shire Council Local Disaster Management Group	1 1
/ / Thomas Upton Chief Executive Officer	

Banana Shire Council



Chapter 1 - Overview of Queensland Disaster Management Arrangements

The Disaster Management Act 2003 forms the legislative basis for disaster management activities within all levels of government in Queensland including:

- a) Establishing disaster management groups for the State, Disaster districts and Local government areas;
- b) Detailing planning requirements at each level;
- c) Providing for the conferring of powers on selected individuals and groups.

Queensland's disaster management arrangements enable a progressive escalation of support and assistance through the four tiers as shown in figure 1. These arrangements comprise several key management and coordination structures for achieving effective disaster management in Queensland.

The management and coordination structures are:

- Disaster management groups that operate at local, district and state levels and are responsible for planning, organisation, coordination and implementation of all measures to mitigate/prevent, prepare for, respond to and recover from disaster events.
- Coordination centres at local, district and state levels that support disaster management groups in coordinating information, resources and services necessary for disaster operations.
- **Disaster management plans** developed to ensure appropriate disaster prevention, preparedness, response and recovery at local, district and state levels.
- **Functional lead agencies** through which disaster management functions and responsibilities of the state government are managed and coordinated.
- **Hazard specific primary agencies** responsible for the management and coordination of combating specific hazards.
- Specific-purpose committees either permanent or temporary established under the authority of disaster management groups for specific purposes relating to disaster management.





Figure 2.1

Queensland Disaster Management Arrangements



Concepts and Principles of Disaster Management

Context of Disaster Management

Disaster management policies and programs contribute to the goal of a safer, sustainable community helping ensure that all citizens can live, work and pursue their appropriate needs and interests in a safe and sustainable physical and social environment.

Basic Approaches to Disaster Management

Australia has adopted a comprehensive and integrated approach to the development of its arrangements and programs for the effective management of disasters and emergencies.

This approach is:

- Comprehensive in encompassing all hazards and in recognising that dealing with the
 risks to community safety, which such hazards create, requires a range of
 prevention/mitigation, preparedness, response and recovery (PPRR) programs and
 other risk management treatments; and
- Integrated in ensuring that the efforts of governments, all relevant organisations and agencies, and the community, as a prepared community, are coordinated in such programs.

Ultimately, the goal of all such arrangements and programs is to contribute to the development and maintenance of a safer, sustainable community.

The Comprehensive Approach

Australia's comprehensive approach to disaster/emergency management recognises four types of activities that contribute to the reduction or elimination of hazards and to reducing the susceptibility or increasing the resilience to hazards of a community or environment:

- Prevention/mitigation activities which seek to eliminate or reduce the impact of hazards themselves and/or reduce the susceptibility and increase the resilience of the community subject to the impact of those hazards;
- Preparedness activities which establish arrangements and plans and provide education and information to prepare the community to deal effectively with such emergencies and disasters as may eventuate;
- Response activities which activate preparedness arrangements and plans to put in place effective measures to deal with emergencies and disasters if and when they do occur; and
- Recovery activities which assist a community affected by an emergency or disaster in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical well-being.



The Integrated Approach

For Australia's comprehensive approach to disaster/emergency management to be workable, there must be effective arrangements for the coordination of the activities of governments and of the large number of organisations and agencies that need to be involved in PPRR activities.

In giving effect to integrated disaster/emergency management arrangements at national, state and local government levels and in promoting the development of a true community safety partnership, many government and statutory agencies need to play an active role.

The major voluntary organisations, which have always played a significant role in Australia, give practical expression to the "self-help principle" – people joining together to provide support and services to their own and other communities. A number of long-standing voluntary organisations are directly involved in preparedness, response and recovery activities, and community needs after the impact of emergencies and disasters will often stimulate the establishment of emergent community consultative and self-help groups.

Ultimately, though, a prepared community is a safer community.

Individuals can do much to help themselves and others in their community by:

- Being aware of local hazards and the risks that may result from them;
- Taking appropriate individual precautions against such risks;
- Being actively involved in community-based voluntary organisations; and
- Helping to ensure that local government has effective arrangements in place

Local voluntary organisations, when effectively integrated into local disaster management arrangements, can play a vital part in disaster management at community level, not only in giving access to community resources and expertise but also in acting as a link in the essential information chain between local government, disaster management agencies and the community.

Local government and community organisations, with their understanding of local needs and capabilities, provide the basis for organising effective and immediately-available community self-help.

The basic requirements for a prepared community therefore are:

- Alert, informed and active citizens;
- Effective community organisations with identified and positive roles in local disaster management arrangements; and
- Local governments, which acknowledge their lead roles in community safety issues and which have well-established, widely-understood and practised arrangements for discharging their community safety responsibilities.

Emergency Management Assurance Framework

The Emergency Management Assurance Framework provides the foundation for guiding and supporting the continuous improvement of entities' disaster management programs across all phases of disaster management. The Framework also provides the structure and mechanism



for reviewing and assessing the effectiveness of Queensland's disaster management arrangements.

The objectives of the framework are to:

- Direct, guide and focus work of all entities, including all tiers of government, to achieve key disaster management outcomes for the community;
- Promote cooperation between entities responsible for disaster management in the State;
- Support emergency services, other entities and the community to identify and improve disaster management capabilities;
- Identify opportunities for cooperative partnerships to improve disaster management outcomes;
- Support continuous improvement in disaster management;
- Provide consistency and reinforce "cultural interoperability" based on "shared responsibilities";
- Promote excellence in disaster management.

The Framework was developed by the Office of the Inspector General Emergency Management Queensland and applies to all entities within Queensland's disaster management arrangements, including local, district and State disaster management groups.

Office of the Inspector General Emergency Management

The Office of the Inspector General Emergency Management is established under Section 16B of the Disaster Management Act 2003.

The functions of the Office of the Inspector General Emergency Management are provided in sections 16C and 16H of the Act and include:

- To make and regularly review disaster management standards;
- To review, assess and report on performance by entities responsible for disaster management in the State against the disaster management standards;
- To work with entities to improve disaster management capabilities;
- To identify opportunities for cooperative partnerships to improve disaster management outcomes; and
- Report to and advise the Minister for Police, Fire and Emergency Services about issues relating to these functions.

Framework Overview

The Framework is comprised of three main sections: Principles, the Standard for Disaster Management in Queensland (the Standard), and Assurance Activities

Principles

Four principles underpin effective disaster management in Queensland. These principles are fundamental to the establishment and continuous improvement of effective disaster management programs and recognise the interconnectedness of disaster management across all levels of government, the private sector and the community. The four principles are:



Leadership

The foundational principle of leadership is demonstrated at all levels through a commitment to a shared culture of disaster management excellence. Strategic planning, within the context of resources and risk, underpins clear decision-making and planning priorities to achieve disaster management outcomes for the community.

Public Safety

Public Safety is the primary driver for the continuous improvement of Queensland's disaster management arrangements. These arrangements are delivered through disaster management groups where policy, procedure and practice focus on the safety of the community, engaging stakeholders and sharing responsibility.

Partnership

Everyone has a role to ensure Queensland is the most disaster resilient state in Australia. Strategic partnerships across all entities will improve disaster management outcomes when they are well governed, drive clear roles and responsibilities, and promote true collaboration.

<u>Performance</u>

A culture of performance drives disaster management outcomes where productivity and effectiveness is measured by a combination of quality, quantity, cost, time or human relationships. Performance is monitored and analysed against the Standard. Good practice is embedded across all phases of disaster management.

Standard for Disaster Management in Queensland

The Standard outlines the way in which entities responsible for disaster management in the State are to undertake disaster management. The Standard uses an outcome-based approach to ensure disaster management programs better meet the needs of the community. The elements of the Standard are the basis for improving performance across Queensland's disaster management arrangements. The elements are:

Shared Responsibility

Shared Responsibilities under the Standard are the elements of disaster management that governments, entities and practitioners need to deliver against in order to meet broader community expectations, and represent the key areas to be considered as part of an effective disaster management program.

Components

Components reflect the key capabilities of disaster management in Queensland within each Shared Responsibility. These capability areas form the basis for disaster management functions and activities.

Key Outcomes



The Key Outcomes identify the intended results of actions undertaken by entities to deliver against capabilities or functions.

The Key Outcomes are grouped by Component under each Shared Responsibility to guide the performance of disaster management programs.

Good Practice Attributes

Attributes of an effective disaster management system for Queensland can be recognised by the following attributes;

Attribute	Definition
Scalable	Able to be applied to any size or type of event and across all levels of Queensland's disaster management arrangements
Comprehensive	Considers all phases of disaster management, all hazards and an all agencies approach
Interoperable	Promotes interoperability of systems, programs and resources to enable integration seamlessly across the sector
Value for money	Ensures services and systems are able to be delivered by mechanisms that best represent value for money
Adaptable	Able to adapt to a changing environment and remain flexible to the needs of the community

Accountabilities

The Standard outlines five Accountabilities that have been developed to indicate an entity's governance, doctrine, enablers, capability and performance.

Accountability	Definition
Governance	How the entity demonstrates its values and aligns its corporate strategy to achieve the disaster management outcomes: e.g. roles and responsibilities, decision making, reporting, leadership, approvals, etc
Doctrine	How the entity's business plan, programs, policies, practices and operational procedures align with its roles and responsibilities to deliver disaster management outcomes: e.g. plans, procedures, guidelines, policy
Enablers	How the entity is using and developing the necessary systems, equipment, resources and technologies to deliver disaster management outcomes
Performance	How the entity is monitoring and actively improving the performance of its service delivery to meet the disaster management outcomes: e.g. continuous improvement, review and monitoring
Capabilities	How the entity is using training and exercising to help embed the necessary culture change and improve performance to meet disaster management outcomes

Assurance Activities

Assurance Activities assess performance against the Standard, or other relevant legislation, policy, good practice guidelines, or entity performance indicators to provide a level of assurance of disaster management effectiveness. Assurance Activities are structured into three tiers to reflect different levels of independence, depth, scope and rigour. The Assurance



Activities provide a basis for monitoring and assessing individual and collective performance across the sector.



Role of Local Government

The Disaster Management Act 2003 identifies a range of functions and responsibilities for local government to ensure it meets its statutory obligations. Section 80 of the Act requires a local government to:

- a) ensure it has a disaster response capability;
- b) approve its local disaster management plan prepared under part 3 of the Act;
- c) ensure information about an event or a disaster in its area is promptly given to the district disaster coordinator for the disaster district in which area it is situated;
- d) to perform other functions given to the local government under the Act.

In addition to these functions Section 29 of the Act specifies that a local government must establish a Local Disaster Management Group (a local group) for the local government's area.

Functions of the Banana Shire Local Disaster Management Group

In accordance with Section 29 of the Disaster Management Act 2003, Banana Shire Council has established a Local Disaster Management Group (LDMG) for its local government area. The following functions of the LDMG are as prescribed under Section 30 of the Act:

- a) to ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management for the State;
- b) to develop effective disaster management, and regularly review and assess the disaster management;
- c) to help the local government for its area to prepare a local disaster management plan;
- d) to identify, and provide advice to the relevant district group about, support services required by the local group to facilitate disaster management and disaster operations in the area;
- e) ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster;
- f) to manage disaster operations in the area under policies and procedures decided by the State group;
- g) to provide reports and make recommendations to the relevant district group about matters relating to disaster operations;
- h) to identify, and coordinate the use of, resources that may be used for disaster operations in the area;
- to establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens;
- to ensure information about a disaster in the area is promptly given to the relevant district group;



- k) to perform other functions given to the group under this Act;
- I) to perform a function incidental to a function mentioned in paragraphs (a) to (k).

Members of the Banana Shire Local Disaster Management Group

The following table details the membership of the Banana Shire Local Disaster Management Group as appointed in accordance with Section 33 and 34 of the Disaster Management Act 2003, as at the time of publication of this plan.

AGENCY -ORGANISATION	POSITION
Banana Shire Council Banana SHIRE	LDMG Chairperson – Mayor Banana Shire Council LDMG Deputy Chairperson – Councillor Division 3 Banana Shire Council Disaster Management Coordinator Local Disaster Coordinator – Chief Executive Officer Deputy Local Disaster Coordinator – Director Infrastructure Services
Queensland Police Service	Officer in Charge Biloela Police Station Deputy nominated and approved by LDMG Chairperson: Yes
Queensland Fire & Emergency Services	Area Director Rural Fire Service, Gladstone Area Deputy nominated and approved by LDMG Chairperson: Yes QFES State Emergency Service, Local Controller Banana Shire SES Unit Deputy nominated and approved by LDMG Chairperson: Yes QFES Emergency Management Area Coordinator Deputy nominated and approved by LDMG Chairperson: No
Queensland Ambulance Service	Officer in Charge Biloela Ambulance Station Deputy nominated and approved by LDMG Chairperson: Yes



Supporting Advisors	Representatives from other agencies, industries or community organisations deemed necessary by the LDMG to act as advisors for both planning and operational arrangements including Chairs of the Local Emergency Coordination Committees
	(LECCs)

LDMG Business and Meetings

Terms of reference have been developed and endorsed by the LDMG, to guide LDMG business and meetings.

LDMG Agency Roles and Responsibilities

The following tables provide a description of the agreed roles and responsibilities of agencies/organisations involved in local disaster management arrangements:

MEMBER	ROLES AND RESPONSIBILITIES
AGENCY/INVITEE	
Banana Shire Council	Approve its Local Disaster Management Plan; Functional Lead Agency at the local level for: Flood, Cyclone, Storm, Earthquake, East Coast Low; Loss of Power (>3dys), Landslip, Tornado Functional Lead agency for public warning and advice at the local level; Establishment of Local Disaster Coordination Centre; Appoint member to LDMG - provide information, advice & support to LDMG in relation to disaster management operations; Attend meetings of LDMG; Provide expert advice pertaining to organisational capabilities and capacity; Contribute to legislated functions of LDMG. Closure of local roads as required; Assessment and safety of damaged buildings; Coordination of clean-up of private dwellings; Maintenance of normal Local Government Services to the community; Water; Sewerage; Refuse collection/disposal; Debris removal from roadways; Public Health (food, water, infectious disease, sanitation, vermin & vector control, personal hygiene, disposal of animal carcasses); Transport assistance for evacuation; Advice as to status of access/egress routes & extent of any flooding to same; Provision of GIS data/intelligence. Assistance in vaccination programmes; Provision of animal control & records; Supply of water tenders; Provide trained agency liaison officer to LDCC; Appoint a Local Recovery Coordinator to oversee and manage local
Queensland Police Service	recovery operations in conjunction with the Local Disaster Coordinator; Primary Agency at the local level for: Terrorism, Aircraft Accident, Major
Queensianu Fonce Service	Transport Accident, Mining Accident and Industrial Accident;



MEMBER AGENCY/INVITEE

ROLES AND RESPONSIBILITIES

Appointed member to LDMG - provide information, advice & support to LDMG in relation to disaster management operations

Nominate suitably trained and qualified Deputy member to LDMG;

Attend meetings of LDMG:

Provide expert advice pertaining to organisational capabilities and capacity to LDMG;

Contribute to legislated functions of LDMG.

Help local government to prepare local disaster management plan;

Lead public education and awareness and mitigation activities relevant to functional lead agency role;

Chair Evacuation Sub Group and Coordinate evacuation operations;

Manage the registration of evacuees and associated inquiries in conjunction with the Australian Red Cross;

Provide for security for damaged or evacuated premises;

Preserve peace and good order;

Prevent crime;

Management of crime scenes and potential crime scenes;

Conduct investigations pursuant the Coroners Act;

Provide disaster victim identification capability;

Provide for effective regulation of traffic;

Control and coordinate search and rescue operations

Issue of Directed Evacuation Orders

Provide trained agency liaison officer to LDCC;

Provide intelligence gathering capabilities;

Queensland Fire & Emergency Services

Primary Agency at the local level for: Wildfire, Structural Fire, Hazardous Material Incidents;

Appointed member to LDMG - provide information, advice & support to LDMG in relation to disaster management operations;

Nominate suitably trained and qualified Deputy member to LDMG;

Attend meetings of LDMG;

Provide expert advice pertaining to organisational capabilities and capacity to LDMG;

Contribute to legislated functions of LDMG.

Help local government to prepare local disaster management plan;

Lead fire mitigation strategies and activities;

Lead public education and awareness for fire and hazardous material hazards;

Provide control, management and pre-incident planning of fires (structural, landscape and transportation);

Rescue of persons isolated or entrapped in swift-water/flood water events:

Provide rescue capability for persons trapped in any vehicle, vessel, by height or in confined space;

Provide advice, chemical analysis and atmospheric monitoring at chemical/hazmat incidents:



MEMBER AGENCY/INVITEE	ROLES AND RESPONSIBILITIES
	Provide mass and technical decontamination capabilities under State Biological Disaster and State Radiological Disaster response; Provide urban search and rescue capability for building collapse events; Provide impact assessment and intelligence gathering capabilities; Assist in clean up and pumping out of flooded buildings; Advice on carcass burning conditions/requirements; Provide trained agency liaison officer to LDCC; Contribute to local intelligence gathering processes;
State Emergency Service	Appointed member to LDMG - provide information, advice & support to LDMG in relation to disaster management operations; Nominate suitably trained and qualified Deputy member to LDMG; Attend meetings of LDMG; Provide expert advice pertaining to organisational capabilities and capacity to LDMG; Contribute to legislated functions of LDMG. Help local government to prepare local disaster management plan; Perform rescue or similar operations in an emergency situation; Perform search operations in an emergency or similar situation; Protect persons or property from danger or potential danger associated with the emergency; Help injured persons; Coordinate, support and manage the deployment of SES resources as required, in consultation with local government, appoint a suitably experienced and/or qualified officer as SES Coordinator to support coordination of SES operations; Provide trained agency liaison officer to LDCC; Contribute to local intelligence gathering processes; Assist with local public education and awareness activities;
Queensland Ambulance Service	Appointed member to LDMG - provide information, advice & support to LDMG in relation to disaster management operations; Nominate suitably trained and qualified Deputy member to LDMG; Help local government to prepare local disaster management plan; Attend meetings of LDMG; Provide expert advice pertaining to organisational capabilities and capacity to LDMG; Contribute to legislated functions of LDMG. Provide, operate and maintain ambulance services; Access, assess, treat and transport sick and/or injured persons; Protect persons from injury or death, during rescue and other related Activities; Coordinate all volunteer first aid groups during major emergencies and Disasters; Participate in search and rescue, evacuation and victim reception operations; Participate in Health and aged care facility evacuations; Collaborate with Queensland Health in mass casualty management systems; Assistance with evacuation (medical);



MEMBER AGENCY/INVITEE	ROLES AND RESPONSIBILITIES
	Provision of advice regarding medical special needs sectors of the community; Provide trained agency liaison officer to LDCC when required; Contribute to local intelligence gathering processes;
QFES Emergency Management	Appointed member to LDMG - provide information, advice & updates to LDMG as required; Nominate suitably trained and qualified Deputy member to LDMG; Attend meetings of LDMG; Contribute to legislated functions of LDMG. Help local government to prepare local disaster management plan; Assist with management of local resupply operations; Ensure persons involved in Local Disaster Management are appropriately trained;
Queensland Health	Primary Agency at the local level for Heatwave, Pandemic, Medical Epidemic, Biological/Radiological Incidents; Primary agency for public health advice and warnings; Attend meetings of LDMG as required; Provide expert advice pertaining to organisational capabilities and capacity to LDMG; Contribute to legislated functions of LDMG. Provide information, advice & support to LDMG in relation to disaster management operations; Lead public education and awareness and mitigation activities relevant to functional lead agency role; Provide appropriate pre-hospital on-site medical and health support; Ensure a whole of health emergency incident management capability to prevent, respond to, and recover from any event; Provide appropriate public and community health risk and preventative measures Information; Provide human-social support for response and recovery; Provision of Psychological and counselling services; Coordination of medical resources; Contribute to local intelligence gathering processes;
Ergon Energy	Attend meetings of LDMG as required; Provide expert advice pertaining to organisational capabilities and capacity to LDMG; Contribute to legislated functions of LDMG. Provide information, advice & support to LDMG in relation to disaster management operations; Maintenance of electrical power supply: Advice in relation to electrical power; Restoration of power supply; Safety advice for consumers; Clearance of debris from power lines; Power isolation where necessary;
Telstra	Attend meetings of LDMG as required; Provide expert advice pertaining to organisational capabilities and capacity to LDMG; Provide information, advice & support to LDMG in relation to disaster management operations;



MEMBER AGENCY/INVITEE	ROLES AND RESPONSIBILITIES
	Restoration of Telstra services;
	Advice re Telstra infrastructure impacts and/or damage;
	Provision of emergency telecommunications equipment;
	Provide information, advice & updates to LDMG as required.
Sunwater	Attend meetings of LDMG as required;
	Provide expert advice pertaining to organisational capabilities and capacity to LDMG;
	Develop and maintain Emergency Action Plans (EAP) for referable dams
	owned/operated by Sunwater;
	Provide information, advice & support to LDMG in relation to disaster
	management operations;
	Provide advice/warnings to residents downstream of Sunwater assets;
	Provision of information, advice and updates regarding dam conditions
	and status;
	Implement public education and awareness activities relevant to dam
	operations;
	Maintain up to date list of residents immediately downstream of sunwater assets:
	Annually, provide Banana Shire Council with a copy of the list of residents
	immediately downstream of sunwater assets;
	For Dam Failure events that occur with little or no warning: notify the
	immediately downstream residents; and provide timely advice to LDMG
Red Cross Queensland	Attend meetings of LDMG as required;
	Provide expert advice pertaining to organisational capabilities and
	capacity to LDMG;
	Provide information, advice & support to LDMG in relation to disaster
	management operations; Assist with staffing and management of evacuation centres;
	Registration of evacuees and displaced persons (QPS to coordinate);
Department of Communities	Attend meetings of LDMG as required;
Disability Services and Seniors	Provide expert advice pertaining to organisational capabilities and
-	capacity to LDMG;
	Assist in coordinating provision of human-social recovery services at the
	local level during recovery operations;
	Work with affected individuals and communities to support their own
	recovery activities; Maintain linkages with local, State, federal and non-government agencies
	and committees;
	Maintain a register of State government officers available to assist in
	human-social recovery when required;
	Administer SDRA and NDRRA relief measures as appropriate;
	Provide information, advice & updates to LDMG as required.
Department Education	Attend meetings of LDMG as required;
	Provide expert advice pertaining to organisational capabilities and
	capacity to LDMG;
	Maintain the safety and wellbeing of students, staff and volunteers who work or participate in DET schools, institutes and workplaces;
	Ensure as far as practical, that all State instructional institutions &
	workplaces at the local level have a documented Emergency
	Management Plan;



MEMBER	ROLES AND RESPONSIBILITIES
AGENCY/INVITEE	NOLES AND RESPONSIBILITIES
	Determine and advise need for school closures and subsequent reopenings; Minimise interruption to essential services to allow teaching and learning to be maintained or resumed as a priority; Facilitate the return of State instructional institutions to normal operations as soon as possible; Provide information, advice and updates to LDMG as required in relation to school closures and openings; Ensure persons involved in local disaster management operations/activities are appropriately trained
Department of Transport &	All issues relating to State Controlled Road network;
Main Roads	Attend meetings of LDMG as required; Provide expert advice pertaining to organisational capabilities and capacity to LDMG; Contribute to legislated functions of LDMG. Provide information and advice of disruptive events on road, rail, aviation and maritime infrastructure as it affects the transport system; Enable an accessible transport system through re-instating road, rail and maritime Infrastructure; Ensure timely and appropriate advice is provided to the public in relation to impact on State road network; Provide information, advice & support to LDMG in relation to disaster management operations;
Department of Agriculture & Fisheries	Primary Agency at the local level for Exotic Animal and Plant Disease; Attend meetings of LDMG as required; Provide expert advice pertaining to organisational capabilities and capacity to LDMG; Contribute to legislated functions of LDMG. Lead public education and awareness and mitigation activities relevant to functional lead agency role; Coordinate efforts to prevent, respond to and recover from pests, diseases, livestock welfare and business interruption; Coordinate destruction of stock and crops as required; Assist business and industry in business resilience and recovery strategies; Administer NDRRA relief measures as appropriate; Detection of source of infection; Slaughter and disposal of animals and infective agents; Control of movement of animals, animal products, vehicles; Disinfection/disinfestations; Provide information, advice & updates to LDMG as required.



MEMBER
AGENCY/INVITEE

ROLES AND RESPONSIBILITIES

Chairpersons Local Emergency Coordination Committees:

Baralaba/Rannes;

- Jambin/Goovigen;
- Moura/Banana;
- Taroom;
- Theodore/Cracow;
- Wowan/Dululu

Attend meetings of LDMG as required;

Contribute to legislated functions of LDMG.

Provide relevant local information to the LDMG/LDC to ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management;

Help the LDMG/LDC prepare a local disaster management sub-plan for its area;

Prepare and advise the LDMG/LDC of the requirements for effective local disaster management and regularly review and assess the disaster management arrangements and procedures which are consistent with the local disaster sub-plan;

Assist the LDMG in determining support services required to facilitate disaster management and disaster operations in the area;

Disseminate information from the LDMG to the community of ways of mitigating the adverse effects of an event and preparing for, responding to and recovering from a disaster;

Provide reports and make recommendations to the LDMG/LDC about matters relating to disaster preparedness and operations;

Identify local resources available for use by the LDMG/LDC for disaster operations in the area:

Identify and review communications system in the LECC and with the LDMG/LDC for use when a disaster happens;

Ensure information about a disaster or major incident in the area is promptly given to the LDMG/LDC;

Perform other functions as directed by the LDMG/LDC;

Authority to Plan

The Disaster Management Act 2003 requires that a Local Government must prepare a plan for Disaster Management in the Local Government's area. The plan must include provision for:

- The State Group's strategic policy framework for Disaster Management for the State and the Local Government's policies for Disaster Management;
- The roles and responsibilities of entities involved in Disaster Operations and Disaster Management in the area;
- The coordination of Disaster Operations and activities relating to Disaster Management performed by the entities mentioned above;
- Events that are likely to happen in the area;
- Strategies and priorities for Disaster Management for the area;
- The matters stated in the Disaster Management guidelines as matters to be included in the plan; and
- Other matters about Disaster Management in the area the Local Government considers appropriate.



The Banana Shire Local Disaster Management Plan has been prepared by the Banana Shire Council with assistance from the Local Disaster Management Group in accordance with the Disaster Management Act 2003, Section 57, 58 and 30 (c).

Approval of Plan

This Banana Shire Local Disaster Management Plan was approved by Banana Shire Council at the October 2018 Ordinary Council Meeting in accordance with the Disaster Management Act 2003 Section 80(1) (b).

Purpose of Local Disaster Management Plan

The main purpose of the Banana Shire Local Disaster Management Plan is to comply with the requirements of the Disaster Management Act 2003 to ensure community safety through the development of Disaster Management strategies, and arrangements for effective coordination of available resources to assist communities to:

- Mitigate wherever possible, the potential adverse effects of an event; and
- Prepare for managing the effects of an event; and
- Effectively respond to, and recover from, a disaster or an emergency situation.

The Local Disaster Management Plan has not been developed for the management of:

- Commonly occurring incidents which are within the capacity of the individual combat agencies such as QFES & QPS; or
- Major incidents which are within the capacity of the nominated lead agency with a threat specific role.

However, elements of the Local Disaster Management Plan may be activated in support of a lead agency responding to a major incident.

Key Objectives

The overall objective of this plan is to improve community safety through the identification, evaluation and mitigation of risks that might otherwise be classified as disasters. Where it is not plausible or possible to mitigate the risks, the plan offers contingencies for disaster management response and recovery procedures for the Banana Shire Council area.

Individual objectives of this plan include:

Prevention

- to increase adherence to and introduction of systems and regulations (where appropriate) that reduce disaster risks;
- to investigate and implement (where appropriate) strategies and initiatives to eliminate or reduce the impact of the effects of hazards on the community through the use of emergency risk management processes;

Preparedness

- to increase community safety through public awareness, information and education;
- to encourage an all-agencies, all-hazards approach to disaster management within the Banana Shire:
- to identify resources to maximise the region's disaster response capability;



- to develop contingency plans to address response and recovery issues;
- to enhance the capability of disaster management agencies by encouraging participation in training and exercises, equipment acquisition programs and the building of relationships

Response

- to provide effective and efficient coordination of disaster response efforts during a disaster event;
- to minimise the impact of a disaster event on the Banana Shire community

Recovery

- to provide adequate immediate post-event welfare for affected communities;
- to ensure that the recovery priorities of the Banana Shire community are identified and met

The plan also ensures that the resources used to prevent, prepare for, respond to and recover from disasters are used efficiently to achieve the most effective outcomes for the region.

Distribution List

This plan has been distributed to various individuals and organisations in accordance with the distribution list at *Attachment 1*.

A local government must ensure a copy of its local disaster management plan is available for inspection, free of charge, by members of the public:-

- a) at the local government's head office: and
- b) on the local government's website: and
- c) at other places the chief executive officer of the local government considers appropriate.

The local government must, on payment of the appropriate fee, give a person a copy of the plan. Appropriate fee means: the fee, decided by the chief executive officer of the local government that is no more than the reasonable cost of providing the copy.

A downloadable version of this document, excluding confidential annexure and supporting documents, is available to members of the public free of charge via: http://www.banana.qld.gov.au/disaster-management1

Queensland Disaster Management – Strategic Policy Statement

The Banana Shire Council is committed to ensuring that the regions disaster management arrangements comply with the provisions of the Queensland Disaster Management Strategic Policy Statement 2016, and stated strategies being to;

- Ensure disaster operation capabilities are responsive and effective;
- Build capacity, skills and knowledge to enable adaptation to changing environments;



- Effectively collaborate and share responsibilities for disaster management across all levels of government, industry and communities;
- Effectively communicate to engage all stakeholders in disaster management;
- Incorporate risk based planning into disaster management decision making;
- Continuously improve disaster management through implementation of innovation, research and lessons learned.



http://www.disaster.gld.gov.au/dmp/Documents/Strategic-Policy-Statement.pdf

Council Policy for Disaster Management

The Banana Shire Local Disaster Management Group will ensure that the Local Disaster Management Plan and arrangements complies with the Disaster Management framework and all relevant legislation and policies.

Banana Shire Council at its ordinary meeting of 26 September 2013 adopted a Disaster Management Policy (No.15).

The objective of the policy is to recognise disaster management as a whole of Council responsibility integrated across the range of Council functions to improve and expand the Council's and Community's ability to mitigate, prevent, prepare for, respond to and recover from disaster events.



A copy of the policy is available on the Banana Shire Council website: http://www.banana.qld.gov.au/policies



Integration with Council's Corporate, Strategic and Operational Planning Process

The Corporate Plan is the strategic business plan of Banana Shire Council.

The Plan sets out the strategic direction for Council over a period of five years and defines the strategies and programs that Council aims to deliver, as identified through a community engagement process.

It allows Council to respond effectively to key regional and local issues identified for the region and Council as an organisation.

Aside from being a legislative requirement, the Plan keeps a focus on the Region's strategic direction and supports Council's vision "To improve the quality of life for our communities through the delivery of efficient, effective and sustainable services and facilities."

The actions identified in the Corporate Plan will form the basis of the Operational Plan and budget each year and will be periodically reviewed to ensure they remain focused on the Banana Shire vision. As such, Disaster Management is recognised in the Banana Shire Council Operational Plan.

Proposed Future Development and Infrastructure

Under the *Planning Act 2016 (PA)* all local governments were previously required to include a Priority Infrastructure Plan (PIP) in their planning schemes. With the introduction of the Sustainable Planning and Other Legislation Amendment Act 2014, local governments are now required to include a Local Government Infrastructure Plan (LGIP) instead of a PIP.

The LGIP is that part of a planning scheme that identifies the local governments plans for trunk infrastructure that are necessary to service urban development at the desired standard of service in a coordinated, efficient and financially sustainable manner.

The LGIP is an integral part of Council's planning scheme and brings together Council's strategic land use and infrastructure planning strategies.

From 1 July 2016 onwards, local governments will be required to include an LGIP in their planning scheme if they intend to levy infrastructure charges or impose conditions for trunk infrastructure.

Local governments that do not intend to levy infrastructure charges or impose conditions for trunk infrastructure do not need to include an LGIP in their planning schemes.

Disaster Management Priorities – LDMG Operational Plan

The Banana Shire LDMG has endorsed an LDMG Operational Plan to outline the strategic direction of the group.

The operational plan sets out the LDMG's goals, strategies and performance indicators for each of those goals for the succeeding twelve months.



The LDMG Operational Plan remains a standing agenda item for LDMG meetings to monitor the group's progress.

The Operational Plan forms a sub-plan to this LDMP.

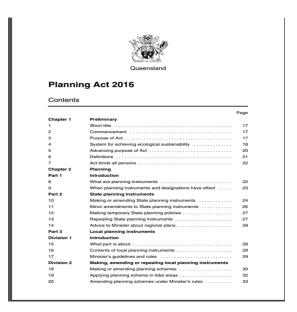


BANANA SHIRE LOCAL DISASTER MANAGEMENT PLAN

SUB PLAN No. 19

Banana Shire Local Disaster Management
Group
Operational Plan

Addendum to the Banana Shire Local Disaster Management Plan





Chapter 2 - Prevention

Prevention is defined as regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. Mitigation is defined as measures taken in advance of a disaster aimed at decreasing or eliminating its impact on society and environment.

The implementation of appropriate and targeted mitigation initiatives can offer more sustainable cost savings to communities and government in the event of a disaster. They should be subject to rational cost/benefit and social investment decisions, with special considerations for the more remote and vulnerable communities of the Shire.

Prevention and Mitigation strategies can include;

Land Use Planning

The Banana Shire Council is responsible for undertaking land use planning and development control including administering its current planning schemes and ensuring new development is carried out in a fair, orderly and sustainable manner.

A planning scheme provides future direction and guides the way development occurs in a local government area. They can help Council to:

- ensure that there is enough land available for housing, parks, community facilities, industry and business uses;
- ensure that incompatible land uses do not impact on one another;
- ensure development is designed and carried out appropriately;
- protect resources such as waterways, vegetation and agricultural land;
- provide more efficient infrastructure such as water, sewerage and road networks.

Details of Council planning schemes and current development applications within the Banana Shire are available via Council website http://www.banana.gld.gov.au

Building Codes, Regulations and Legislation

The application of building codes and building use regulations aims to ensure that buildings and infrastructure are designed and constructed to standards that minimise damage and injury in an event and that the building or infrastructure is used for the purpose in which it was intended. Standards and codes should be referred to and enforced particularly for the design and construction of major infrastructure and components of essential services.



Building Code of Australia (BCA)

The National Construction Code (NCC) provides the minimum necessary requirements for safety, health, amenity and sustainability in the design and construction of new buildings (and new buildings work in existing buildings) throughout Australia.

The Housing Industry Association reproduces the Building Code of Australia (Volumes 1 and 2 of the NCC) under licence from the Australian Building Codes Board.

Volume 1 pertains to Commercial Buildings (Class 2-9 Buildings) and Volume 2 pertains to Residential Buildings (Class 1 & 10 Buildings).

Insurance

Banana Shire Local Disaster Management Group encourages all property owners to purchase and maintain appropriate insurance as a risk reduction strategy. It is recommended that all policy holders read their policy disclosure statements or contact their insurer to clarify their policies to ensure they have the appropriate level of insurance.

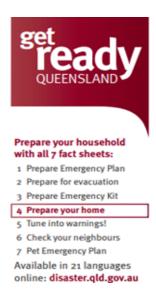


Know the Risks

Like any other region the Banana Shire can be subjected to incidents and events both natural and non-natural that cause damage and disruption to our communities. As such it is prudent that individuals, businesses, organizations, Councils and Government agencies examine these incidents and develop strategies to deal with these events.

It should always be remembered that community safety is everyone's responsibility and community members are encouraged to develop their own emergency plan so that they and their family are well prepared for any disaster should it arise.





For more information visit http://www.banana.qld.gov.au/disaster-management1

Disaster Risk Assessment

Risk management is a proactive process that forms the basis of disaster management planning and helps those who hold disaster management responsibilities to provide effective, relevant and informed services to the community.

Local, district and State disaster management groups within Queensland's disaster management system hold responsibility for managing disaster risk, for all hazards across the four phases of a comprehensive approach: prevention, preparedness, response and recovery. This is in accordance with the main objects and principles of the *Disaster Management Act* 2003.

Hazard identification, the analysis of exposure and vulnerability and the subsequent identification of risk through this process is the cornerstone of understanding disaster risk and forms the basis for effective risk-based planning.

The Queensland Emergency Risk Management Framework (QERMF) was developed to enable such a process at all levels of Queensland's disaster management arrangements.





fact sheet

The Queensland Emergency Risk Management Framework (QERMF)

As defined within the roles and responsibilities outlined by the State Disaster Management Plan (SDMP), Queensland Fire and Emergency Services (QFES) is responsible for state-wide disaster risk assessments.

Through the development and maturation of the Queensland Emergency Risk Management Framework (QERMF), Queensland's endorsed approach to disaster and emergency risk management, QFES seeks to uphold international best practice as championed by:

- . The United Nations Office for Disaster Risk Reduction (UNISDR);
- . The Global Facility for Disaster Reduction and Recovery (GFDRR); and
- The Sendai Framework for Disaster Risk Reduction.



Figure 1 - Queensland Emergency Risk Management Framework

QFES seeks to lead disaster risk management through establishing partnerships and championing the work of lead agencies in hazard risk identification, mitigation and resilience. Through these partnerships we are delivering the following State level initiatives across Queensland's Disaster Management Arrangements:

- The State Earthquake Risk Assessment and companion Tsunami Guide for Queensland (in partnership with Geoscience Australia and the University of Queensland);
- The State Heatwave Risk Assessment (in partnership with Queensland Health and the Department of Environment and Science);
- The Severe Wind Hazard Assessment for Queensland (a multi-agency project led by QFES and Geoscience Australia): and
- The State Disaster Risk Report 2020, an update to the State Natural Hazard Risk Assessment 2017, which
 includes a broader scope, encompassing both natural and anthropogenic hazards.

The outcomes of these initiatives tangibly support Local and District disaster management planning by providing scientifically underpinned, lead agency risk information that can be rationalised to each Local Government Area (LGA).

Completion of the QERMF risk assessment process will enhance the ability of Local and District Disaster Management Groups to achieve the relevant components of the Emergency Management Assurance Framework (EMAF) and maps a pathway to achieving the four key objectives of the Queensland Strategy for Disaster Resilience (QSDR).

Queensland Emergency Risk Management Framework





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Queensland Emergency Risk Management Framework (QERMF)

The QERMF was endorsed by the Queensland Disaster Management Committee as Queensland's approach to disaster risk management in August 2017 and complements existing and widely recognised risk management standards. Disaster management stakeholders are encouraged to use this approach in conducting their risk assessments.

The QERMF provides a risk assessment methodology that can be used within disaster management planning at all levels of Queensland's disaster management arrangements. The process applies a standardised and internationally recognised approach to the prioritisation, mitigation and management of risk. This includes the consistent identification and passage of residual risk between levels of Queensland's disaster management arrangements to directly inform planning and resource allocation and to promote active communication, cooperation and coordination.

The successful foundation for disaster risk management lies in clearly identifying and understanding the level of exposure and vulnerability to a community and its assets against particular hazards. Accepted definitions of these three key concepts are:

- **Hazard** a source of potential harm or a situation with a potential to cause loss.
- **Exposure** the elements within a given area that have been, or could be, subject to the impact of a particular hazard. Exposure is also sometimes referred to as the 'elements at risk'.
- **Vulnerability** the characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of a hazard.

The QERMF approach integrates a range of assessment elements to assist in risk-based planning by:

- evaluating the effect of a hazard manifesting, based on the assessment of the severity of exposure and the level of vulnerability;
- informing risk prioritisation, treatment, resource allocation and planning, and measuring this against the capability and capacity to manage the identified vulnerabilities.

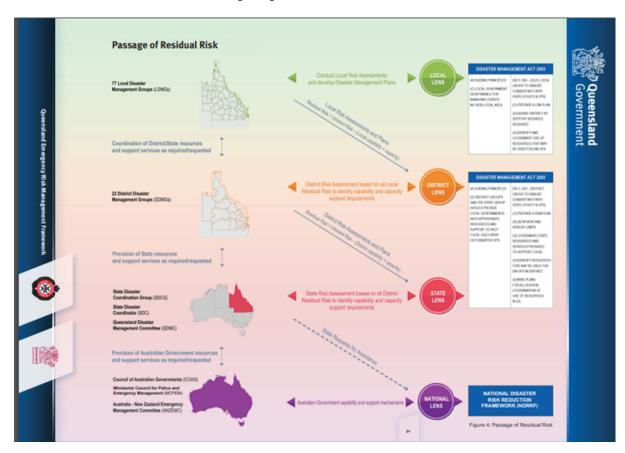
The model shown below presents the four clear steps to ensuring the identification, analysis and management of risk. Once the strategies have been identified, planned or put into place, it is important then to consider the residual risk.





Residual risk and risk-based planning

One of the key features of the QERMF within Queensland's disaster management arrangements is the passage of residual risk from local governments to disaster districts to the state. This is shown in the following diagram;



As per the Act, local governments are responsible for disaster planning and operations within their area, with support provided from the district, state and national levels as requested.



The provision of support to local governments – and planning for it – depends on a clear understanding of what aspects of risk mitigation may be beyond their capability (ability to achieve a specific and desired effect either in preparation or response) and capacity (how long the capability can effectively be sustained).

Active, clear communication of residual risk becomes pivotal when multiple LGAs are affected by the same or similar risks and/or event and require support in a compressed timeframe, as this has implications for the prioritisation and mobilisation of limited resources.

The QERMF informs risk-based planning by shaping the focus of risk management to a fit-forpurpose approach to manage identified risk. To achieve this, the process ensures four key outcomes:

- shifts risk assessment and management from a 'one size fits all' approach to a tailored methodology that prioritises local characteristics
- embeds risk identification, assessment and management in proven, consistent, science-based methodologies that can be applied consistently across local, district and state levels
- allows clarity and transparency in communication and decision-making at all levels of Queensland's disaster management arrangements
- improves the identification of an area's capability and capacity to manage the disaster risks within that area, thereby informing resource planning for Queensland's disaster management arrangements.

This in turn will create multiple benefits, including:

- improved risk governance through the strengthening of transparency and accountability in the acceptance, mitigation and/or transfer of residual risk between and across the three levels of Queensland's disaster management arrangements
- specific areas can prioritise their resources, based on localised assessed risks
- robust, scientifically-based risk assessments can be used for applications for resources and funding towards mitigation strategies and betterment projects
- all levels of government and community will have greater assurance through and confidence in scientifically underpinned risk-based planning
- stakeholders will have improved confidence in state level coordination and support across all levels of Queensland's disaster management arrangements, supported by state government guidance and prioritisation of risk
- disaster management networks will be strengthened and better aligned.
- A full risk assessment or a review of existing risk assessments should form part of annual disaster management planning and reviews.



Alignment between the QERMF and situational awareness

QERMF risk assessments use scientific hazard data, mapping and modelling combined with local knowledge to identify exposures, vulnerabilities and risk when specific hazards manifest. This includes historical analysis as well as climate science projections to cover the spectrum of most likely to credible worst case scenarios using geospatial intelligence.

The risk-based plans and geospatial intelligence developed in accordance with the QERMF assessments amount to what is referred to in planning methodology as deliberate planning.

The information contained within QERMF risk assessments is directly useful for pre-impact analysis in the face of an impending and/or imminent disaster event.

The characteristics and hazard data of the event itself, including the exposures, vulnerabilities and risks previously identified in assessments, can be compared and contrasted against the manifesting event to proactively develop situation awareness and identify critical focal points to monitor. Situation awareness plays a critical role in planning and decision making, particularly in complex and dynamic environments.

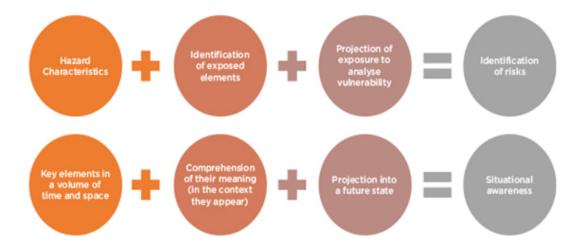
Situation awareness is defined as: the perception of key elements in the environment within a volume of time and space, the comprehension of their meaning and the projection of their status into the near future. The assessment process leading to situation awareness allows decision makers to:

- · identify and focus on the most important elements of a current or emerging event;
- understand why those elements are so important in the particular area of interest;
- project their status into the future to predict what may happen in order to plan, prioritise and take decision action if required.

The QERMF assessments and geospatial intelligence when shared across all levels of Queensland Disaster Management Arrangements enable situation awareness to be more rapidly acquired. This is due to the key elements, exposures and potential vulnerabilities of the area of interest already being identified which can lead to a reduction in the requests for – and the subsequent workload in providing – broad information requests from state to local levels during disaster events.

Links between the three key steps in identifying risk and the three steps involved in developing situational awareness are shown in the following figure;





QERMF risk-based planning resilience

The QERMF risk-based planning methodology directly contributes to the implementation of the Queensland Strategy for Disaster Resilience and aligns with its four guiding principles:

- shared responsibility
- an integrated risk-based approach
- evidence-based decision making
- continual learning

A copy of the Queensland Emergency Risk Management Framework Process Handbook is available at:

http://www.disaster.qld.gov.au/dmg/st/Documents/H1102-QFES-Risk-Assessment-Process-Handbook.pdf

Risk Register

Banana Shire Local Disaster Management Group has conducted risk assessment workshops with the objective of contributing to a prepared community by identifying, analysing and evaluating natural, technological, biological and other non-natural disaster risks that may occur in the Banana Shire local government area.

As part of the LDMG risk assessment and workshops, a risk register and risk mitigation plan has been developed identifying treatment strategies to enhance the management of the identified risks and hazards. The risk register and associated risk mitigation plan have been formally adopted by the Local Disaster Management Group. Residual risks have been identified through this process and communicated to the DDMG.

Community Context

Geography

The Banana Shire Council area consists topographically of the Dawson and Callide Valleys included in the Dawson River Catchment areas.





As at 30 June 2021 the estimated resident population of the Banana Shire was 14150 persons.

The Banana Shire is a rich farming, grazing and mining region situated in Central Queensland. It is bounded by the Rockhampton, Gladstone, North Burnett, Western Downs and Central Highlands Regional Councils.

The main administration centre of Biloela is approximately 120km west of Gladstone and 150km southwest of Rockhampton. The Shire is sparsely populated, with its population spread over an area of 28,610 sq. km.

The Shire is an appealing mix of larger service centres, rural villages and farms with Moura, Taroom and Theodore being three other significant urban centres in the Shire. Other small population centres are Banana, Baralaba, Dululu, Goovigen, Jambin, Thangool, Wowan and Cracow.

There are 824 kms of Department of Main Roads in the Shire and 4391 kms of Shire Roads. Aerodromes are located in the Shire at Thangool, Moura, Theodore, Taroom, and Baralaba.

Coal mining, beef production, power generation, dry land and irrigation cropping (mainly cotton and lucerne) are the Shires major industries. A variety of soil types suitable for the production of a wide range of crops, together with land suitable for beef cattle breeding and fattening, give the Shire enormous agricultural potential, with further potential for processing and value adding.

The Dawson River and Callide Dam provide for relaxed opportunities of fishing and recreation.

The Shire has many natural attractions including gorges, rivers and national parks together with man-made attractions and other industrial development.



National Parks in Banana Shire include;

- Kroombit Tops National Park
- Isla Gorge National Park
- Expedition National Park and
- Precipice National Park

The Shire boundaries take in an area of 28,610km² (this represents 1.65 per cent of the State's area) made up of the townships of Biloela, Moura, Theodore, Baralaba, Thangool, Wowan, Banana, Jambin, Goovigen, Dululu, Taroom and Cracow.



Biloela

Biloela is situated approximately 120 kilometres inland from the port city of Gladstone, at the junction of the Burnett and Dawson Highways. At the 2021 census, Biloela had a population of 5,692.

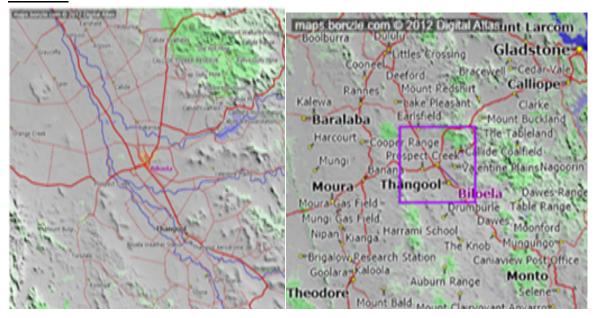
The Callide Power Station lies just north of the town. Coal was discovered on Callide Creek in 1891 and is now mined at the nearby Callide and Boundary Hill mines which supply the power station. A large abattoir is also situated in the town.

The town has various sites for tourist accommodation, dining options, two main shopping streets, including a modern air conditioned shopping centre with specialty stores.



The closest fresh water depository is the Callide Dam, which is a popular site for water skiing, swimming and fishing. The Callide Dam also plays host to the annual Callide Dam Fishing Competition in which a number of introduced stock are caught each year.

<u>Coordinates</u> – 24 25'S 150 30'E Elevation – 175m



Banana

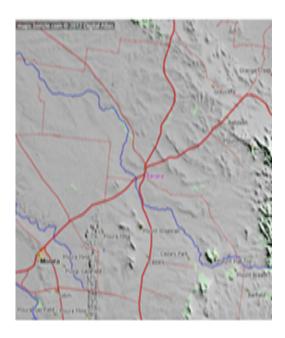
Banana is a small town located at the intersection of the Dawson and Leichhardt Highways, approximately 46 kilometres west of the shires administrative centre Biloela. At the 2021 census, Banana had a population of 348.

The beef industry is still a mainstay of the town and area, along with coal and agriculture.

Coordinates - 24.28'60 S 150 7'60E







Baralaba

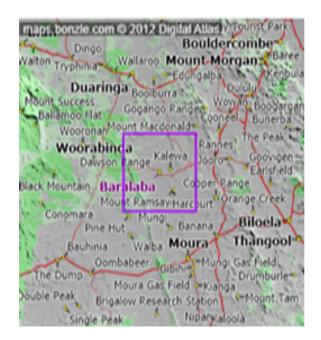
Baralaba is an attractive country town that is situated on the Dawson River, surrounded by fertile farming and grazing land. The town is located approximately 90km North West of Biloela off the Capricorn Highway.

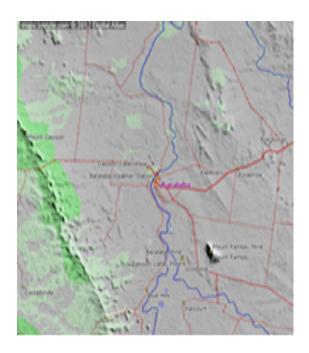
The Cockatoo Coal mine is located on the western side of the Dawson River.

At the 2021 census, Baralaba had a population of 324.

Coordinates - 24.11'S 149.49'E







Cracow

The town is located on the <u>Theodore</u> - <u>Eidsvold</u> road, 485 kilometres North West of the state capital, <u>Brisbane</u> and 154 kilometres from Biloela. At the 2011 <u>census</u>, Cracow and the surrounding area had a population of 196.

Gold was first discovered in Cracow in 1875 by itinerant fossickers and in 1931, the Golden Plateau mine was established and it operated continuously until 1976. In 2004, Newcrest Mining reestablished gold mining in the town.

The age of the Cracow population is exceptionally varied with the average age being around 31 years of age.

At the 2021 census, Cracow had a population of 114

Coordinates - 25.17'S 150.18'E







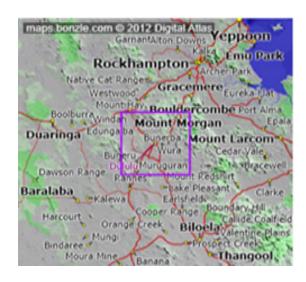
Dululu

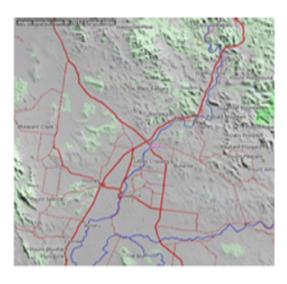
Dululu is a small village in the north of the Banana Shire with a population at the 2021 census, of 97. The town sits at the junction of the Burnett and Leichardt highways 70 km south west of Rockhampton and 610km North West of Brisbane.

Dululu supports and promotes its partnership with Wowan in maintaining the health and community services including the primary school.

The age of the Dululu and Dixalea area population is exceptionally varied with the average age being around 55 years of age.

Coordinates - 123 51'S 150 15'E





Goovigen



Goovigen is a small town 660 km north west of Brisbane. At the 2021 census, Goovigen had a population of 349.

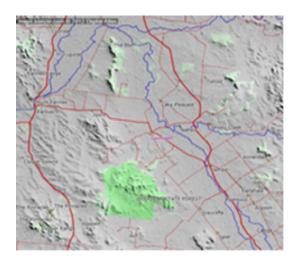
Goovigen was originally established as a supply depot for the railways but now supports the surrounding agricultural district mainly producing cotton, cattle and grain.

The turn-off to Goovigen is located just north of the township of Jambin on the Burnett Highway. The population is stable with little variation. The topography and soils make Goovigen ideal for irrigation and dry land farming. The land is suitable for grazing, horticulture and a wide range of both summer and winter crops

The age of the Goovigen population is exceptionally varied with the average age being around 46 years of age.

Coordinates - 24.09'S 150.17'E





Jambin

Jambin is a small rural town of the Shire 29km north west of Biloela, 115 km South of Rockhampton and 586 km North West of Brisbane.

Jambin is located on the Burnett Highway, boasts a small, tight knit community and is the centre for a variety of agriculture businesses and industry. Jambin maintains a popular rest stop for travellers and a variety of other services and facilities.

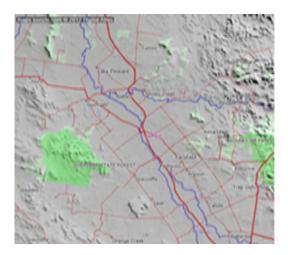
The northern part of the town is in the locality of Smoky Creek and the southern part is in the locality of Argoon.



In the 2021 census, Jambin had a population of 179 people. The age of the Jambin population is exceptionally varied with the average age being around 43 years of age.

Coordinates -24.11'46"S 150 22'16"E





Moura

Moura is a small town servicing the surrounding coal mining and rural activities. The town was first established in 1936 as a farming centre. It is situated approximately 65 kilometres west of Biloela on the Dawson highway, 186 km west of Gladstone and 171 km south west of Rockhampton. At the 2021 census, Moura had a population of 1,993 people.

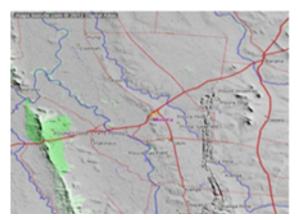
The town also has many shops, including banks, post office, video store, grocery store, newsagent, beauticians, hairdressers, butcher, service station, electrical, furniture and hardware store and others.

A number of industries are represented in the local economy. Chief amongst these is coal mining. The local coal mine Dawson Mine – is owned and operated by Anglo Coal. Only opencut mining has been used since 1994.

Beef, cotton and cereals are other major industries of the area.

Coordinates - 24 34'S 150 01'E







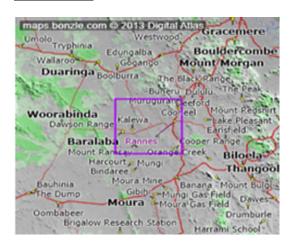
Rannes

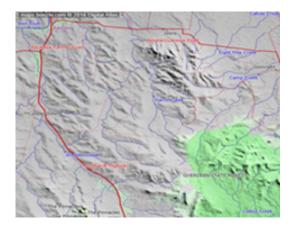
Rannes is a locality located between Wowan and Banana on the Leichardt Highway and the Don River.

It is approximately 59km North West of Biloela and 115km South West of Rockhampton.

Rannes is primarily a farming district which specialises in the beef and grain industry.

Coordinates - 24.07'S 150.07'E





Taroom

Taroom is a located on the Leichardt Highway 485 km north west of Brisbane, 302 km from Rockhampton and 198 km from Biloela. It is also situated on the Dawson River.

At the 2021 census, Taroom had a population of 885.

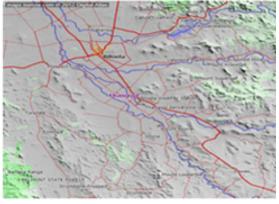
Taroom is a major centre for the Queensland beef industry. Other industry includes prime hard wheat and forestry.



Isla Gorge National Park, Precipice National Park and Expedition National Park are all nearby.

Coordinates - 25 39'S 149 48'E





Thangool

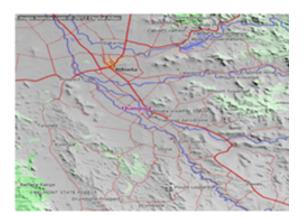
Thangool is located 12 km south of Biloela. At the 2021 census Thangool had a population of 685.

Dry land farming in the area produces mainly sorghum and wheat but also some sunflower, mung beans and barley. Irrigated crops produced include cotton and lucerne as well as wheat and sorghum. The Thangool Aerodrome services the Banana Shire area and the Thangool racecourse is one of the largest racecourses in the region.

Nearby Mount Scoria, a rare rock formation rising 150 metres (490 ft.) above the surrounding plain was an active volcano 20 to 26 million years ago. The mountain features impressive basalt columns formed by cooling lava. Despite its name the mountain features very little scoria, with most of the mountain made up of vesicular basalt.

Coordinates - 29 24 13 S 150 34 29E







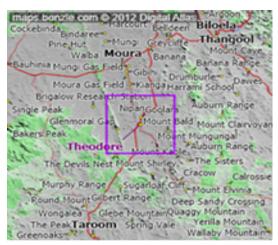
Theodore

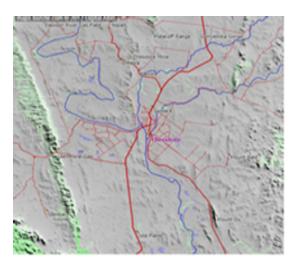
Theodore is situated just off the Leichardt Highway, on the Dawson River approximately 106 km south west of Biloela and 565 km North West of Brisbane.

The town's economy is closely linked to coal mining being at the southern end of Queensland's coal rich Bowen Basin. At the 2021 census Theodore had a population of 451.

In March 2010 the Dawson River flooded causing significant economic damage to the town. On 28 December 2010, a second flood forced evacuation of the town with the level of the Dawson River exceeding 14.6 metres

<u>Coordinates</u> – 24 57'S 150 05'E <u>Elevation</u> – 142 m



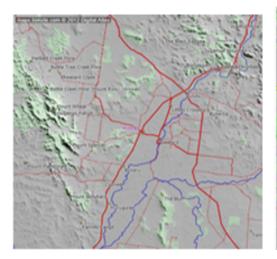


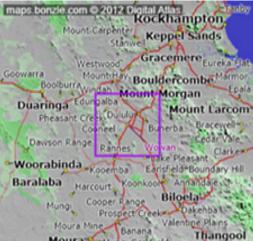
Wowan

Wowan is a small rural township approximately 70km North West of Biloela and 82 km South West of Rockhampton. Farm produce from the area includes beef, hay, grain, pork and eggs.

At the 2021 census Wowan and the surrounding area had a population of 170. Coordinates – 23 54'S 150 11'E







Climate and Weather

Banana Shire has an average daily temperature range of 13.60 C to 27.90 C and on average receives 655mm of rainfall each year.

Australia and the globe are experiencing rapid climate change. Since the middle of the 20th century, Australian temperatures have, on average, risen by about 1°C with an increase in the frequency of heat-waves and a decrease in the numbers of frosts and cold days. Rainfall patterns have also changed - the northwest has seen an increase in rainfall over the last 50 years while much of eastern Australia and the far southwest have experienced a decline.

Further information in regards to climate change is available from the Bureau of Meteorology http://www.bom.gov.au/climate/change/

Population/Demographics

Socio-Economic Index of Disadvantage

Socio Economic Indexes for Areas (SEIFA) is a summary measure of the social and economic conditions of geographic areas across Australia. SEIFA comprises a number of indexes, which are generated at the time of the ABS Census of Population and Housing.

In 2011, a Socio Economic Index of Disadvantage was produced, ranking geographical regions to reflect disadvantage of social and economic conditions. The SEIFA 2021 largely uses the same method as the SEIFA 2011 and 2016, method.

The index focuses on low-income earners, relatively lower education attainment, high unemployment and dwellings without motor vehicles.

Low index values represent areas of most disadvantage and high values represent areas of least disadvantage.



The following table shows the percentage of the population in each quintile (one-fifth or 20 per cent of the population) according to the Socio-Economic Index of Disadvantage. Quintile 1 represents the most disadvantaged group of persons, while quintile 5 represents the least disadvantage group of person.

By definition, Queensland has 20 per cent of the population in each quintile. In comparison, 13.3 per cent of the population of Banana Shire were in the most disadvantaged quintile. Compared with the 20 per cent average across Queensland, 5.8 per cent of the population of Banana Shire were in the least disadvantaged quintile.

Table 30 Population by Index of Relative Socio-Economic Disadvantage quintiles(4), Banana (S) LGA and Queensland, 2011

LGA / State	Quintile 1 (most disadvantaged)	Quintile 2	Quintile 3	Quintile 4	Quintile 5 (least disadvantaged)
			-%-		
Banana (S)	13.3	35.6	13.2	32.2	5.8
Queensland	20.0	20.0	20.0	20.0	20.0

(a) The quintiles are population based and derived at the Queensland level (state based quintiles and not national based quintiles).

Source: ABS 2033.0.55.001, Census of Population and Housing: Socio-Economic Indexes for Areas (SEIFA), Australia - Data only, 2011, (Queensland Treasury derived)

Number of Motor Vehicles per Dwelling

The number of motor vehicles variable records the number of registered motor vehicles, which are owned or used by members of a household, and which are garaged or parked near the occupied private dwelling on Census night. This is based on occupied private dwellings by place of enumeration.

Four. Five per cent (4.5%) of dwellings in the Banana Shire LGA were recorded as not having any registered motor vehicles.



Dwellings by Dwelling Structure

In general terms, a dwelling is a structure which is intended to have people live in it, and which is habitable on Census night. The dwelling structure variable classifies the structure of private dwellings enumerated in the 2021 Census of Population and Housing. This is determined by the Census collector and is based on occupied private dwellings



				Australia	%
4,995	81.6	1,869,462	90.7	9,275,217	89.9
1,126	18.4	192,393	9.3	1,043,776	10.1
			444	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,

Industry and Business

Employment by industry has been derived from the 2021 Census of Population and Housing data. A person's industry of employment was classified based on responses to a range of questions from the Census and is applicable to persons aged 15yrs and over who work. This is based on place of usual residence.

The top five industry subdivisions of employment for Banana Shire LGA were;



Description	2018	2019	2020	2021	2022
Agriculture, forestry and fishing (no.)	1 579	1 570	1 563	1 549	1 550
Mining (no.)	4	4	6	4	6
Manufacturing (no.)	43	37	34	36	37
Electricity, gas water and waste services (no.)	14	11	8	8	1
Construction (no.)	190	198	186	191	193
Wholesale trade (no.)	31	29	27	29	21
Retail trade (no.)	76	69	77	71	7.
Accommodation and food services (no.)	51	47	45	48	5
Transport, postal and warehousing (no.)	77	79	84	90	8
Information media and telecommunications (no.)	3	3	3	3	
Financial and insurance services (no.)	26	26	28	28	3
Rental, hiring and real estate services (no.)	137	136	135	137	14
Professional, scientific and technical services (no.)	44	50	42	50	4
Administrative and support services (no.)	43	47	47	53	6
Public administration and safety (no.)	3	3			
Education and training (no.)	13	9	14	14	1
Health care and social assistance (no.)	26	35	33	42	4
Arts and recreation services (no.)	11	16	18	15	
Other services (no.)	82	91	97	104	10
Currently unknown (no.)	4	3	3	3	

Need for Assistance

At the time of the 2021 Census, there were 599 persons in need of assistance with a profound or severe disability in the Banana Shire Local Government area. This represented 4.1 per cent of the total persons in the region.



Core activity need for assistance - Census

Description	2011	2016	2021
Persons who have need for assistance with core activities (no.)	481	534	599
Persons who have need for assistance with core activities (%)	3.3	3.7	4.1

Population by Age

As at 30 Jun 2021, 21 per cent of persons were aged 0 to 14 years, 62.8 per cent were aged 15 to 64 years and 16.2per cent were aged 65 years and over and the median age for the Banana Shire was 38yrs.

Aged Care Services

Information on aged care services are provided by the Commonwealth Department of Health and Ageing. Information is based on the location of the service, rather than the region in which the service is delivered. In some instances, aged care services may have provided the address information of their approved provider in place of the address information of the individual aged care service. There should be awareness of this potential discrepancy when using this data. Aged care services are subsidised by the Australian Government under the Aged Care Act 1997.

The number of aged care service operational places in Banana Shire LGA as at 30 June 2016 was 177 places.

Table 28 Aged care services, Banana (S) LGA and Queensland, 30 June 2016

	Aged	d Number of operational places by care type				Australian
LGA / State	care services	Community care	Residential aged care	Transition care	Total places	funding(a)
	number		— numbe	er—		\$m
Banana (S)	12	60	117	0	177	7.5
Queensland	954	14,488	35,924	733	51,145	2,369.5
Refer to explanatory notes for additional information.						

(a) Australian government recurrent funding for the aged-care services in the 12 months ending 30 June. Please note the value of Australian Government funding has been suppressed for a small number of services and not included in Australian funding totals. Users should be aware of this limitation when using these data.

Source: Australian Government Department of Health and Ageing

Indigenous Population

At the time of the 2021 Census the 5.1% (737) of the population of the Shire identified as being of Aboriginal/Torres Strait Islander origin.



Proficiency in Spoken English

At the time of the 2021 Census 721 persons (or 6.0%) stated they spoke a language other than English at home.



Language used at home, top responses (other than English) All people	Banana	%	Queensland	%	Australia	%
Mandarin	122	0.8	83,607	1.6	685,274	2.7
Tagalog	56	0.4	20,603	0.4	131,195	0.5
Filipino	45	0.3	14,698	0.3	90,853	0.4
Nepali	31	0.2	12,060	0.2	133,068	0.5
Spanish	30	0.2	29,642	0.6	171,370	0.7
English only used at home	12,028	82.9	4,151,206	80.5	18,303,662	72.0
Households where a non-English language is used	302	6.0	291.137	15.6	2,295,688	24.8

The top five non-English languages spoken at home for the total population of Banana Shire were:

The top five non-English languages spoken at home for the total population of Banana (S) LGA were:

Language spoken
1. Vietnamese (0.8%)
2. Southeast Asian Austronesian Languages (0.8%)
3. Chinese Languages (0.4%)
4. Indo Aryan Languages (0.3%)
5. Tamil (0.3%)

Community Preparedness

Banana Shire is a major regional service hub and provides a range of community and business services within and outside the borders of the shire. Strengths of the shire include a strong agricultural base, stable government sector, growing resources sector and service sectors of health and education, retail trade and tourism.

As a regional community Banana Shire is regarded as having a reasonable capacity to effectively respond to most situations from within its own resources. Community values in the area also engender a significant degree of self-reliance, which brings stability, foundation and sustainability.

There is a limited emergency services response capacity, commensurate with the rural environment, with statutory emergency services in the larger population centres. Normal emergency services support systems are available from external areas to supplement local resources.

Community awareness & public education is extremely important in enabling the community to empower itself during times of disaster or emergency.

A fundamental challenge for local government and the emergency management sector in general, when aiming to achieve "safer sustainable communities" is how to effectively engage the community. It is recognized that an "engaged community" involved in the decision-making processes associated with emergency management activities is more likely to be responsive and self-managing when emergencies do arise.



Public education requires ongoing public awareness programs to be conducted at the local level by the State, Banana Shire Council and relevant LDMG agencies.

Past flooding events within the region have improved the community awareness of the potential for these types of events to disrupt community life and Council continues to make available numerous pamphlets produced by BoM and QFES.

These are displayed in the foyer of the Council Administration Buildings and in Shire libraries. Copies can be posted to members of the public upon request. Links to relevant publications and sites are also included within Council's website.

Critical Infrastructure

Critical infrastructure is the physical structures, facilities, networks and other assets which provide services that are essential to the social and economic functioning of a community or society.

Public Hospitals

Item	Owner	Comments
Biloela Hospital	Qld Govt.	2 Hospital Road Biloela 4992 7000 Office Hours: 0800 to 1700 25 Beds Medical, Surgical, Paediatric, Obstetric, Accident & Emergency, Palliative Care, Radiography, Pharmacy
		Specialist Services Visiting: Opthalmologist, General Surgery, Obstetric & Gyn, Mental Health, Drug & Alcohol, Orthopaedics
		Clinics Available: Dental, Midwives, Antenatal Clinic - weekly, Venesection Clinic weekly, Women's health Clinic - second monthly, Red Cross Emergency Donor Panel - monthly
		Allied Health Services: Physiotherapy, Speech and Occupational Therapy, Social Work Outreach Services: Child Health, Community Health, Aboriginal Health, Dental
		& Allied Health Other Aged Services:
		Long Stay & Respite Residential Care
Baralaba Hospital	Qld Govt.	Stopford Street Baralaba 4998 2800 Office Hrs: 0800-1700 10 beds Medical, Paediatric, Accident & Emergency, Palliative Care, Radiography, Pharmacy
		Specialist Services: Visiting: Child Health
		Clinics Available:
		Dental (visiting) Allied Health Services:
		Physiotherapy, Visiting Radiographer
		Other Aged Services: Long Stay and respite residential care
Moura Hospital	Qld Govt.	14 Nott Street Moura 4997 2900 Office Hours: 0800 to 1700 10 Beds Medical, Surgical, Paediatric, A & E, Radiography, Pharmacy, Palliative Care
		Specialist Services: Visiting:- Obstetrics and Gynaecology, Mental Health, Drug and Alcohol, Child Health
		Clinics Available:
		Visiting:- Dental Allied Health Services:
		Visiting:- Physiotherapy, Speech & Occupational Therapists, Radiography



		Other Aged Services: Respite Care
Taroom Health Service	Qld Govt.	14 Miller Street Taroom 46289900 Office Hours: 0815 to 1700 10 beds Medical:- Surgical: Outpatients; Accident & Emergency Specialist Services:- Flying Surgeon Clinics Available:- Antenatal, Dental Allied Health Services:- Optometrist, Podiatrist, Physiotherapy, Radiography, Outreach Rural Allied Health Team (Diabetics, Occupational Therapy) Community Health:- Part time Community & Child Health (visiting child health nurse)
		Aged Care:- Long Stay Patients, Respite, Community Care Packages
Theodore Hospital	Qld Govt.	87 The Boulevard Theodore 4990 3000 Office Hours: 0800- 1600 10 Beds Medical, Surgical, Paediatric, Obstetrics, Accident & Emergency, Palliative Care, Radiography, Pharmacy. Specialist Services: Visiting:- Drug & Alcohol, Child Health Clinics Available: Visiting- Dental
		Allied Health Services: Visiting – Physiotherapy, Speech & Occupational Therapy, Radiography Other Aged Services: Multipurpose Health Service, Respite
		Care & Community Care

Health Centres

Item	Owner	Comments
Biloela Community Health Service	Qld Govt.	45 Kariboe Street Biloela 4995 6900 Visitor Hours: Mon – Fri 0830-1700 Community Health; Women's Health Clinic (every month); HACC Services; Social Worker; Community Health Nurse; Male & Female Indigenous Health Nurse; Occupational Therapist; Speech therapist; Child Protection Liaison Officer
		11111
Taroom Community Health	Qld Govt.	Miller Street Taroom 4628 9900 Visitor Hours: Mon – Fri by appointment Community Health (visiting): Child Health, Dental, Alcohol Tobacco & Other Drugs Service, Mental Health, Women's Health. Allied Health Services (visiting): Optometrist; Physiotherapy; Radiography, Dietician, Occupational Therapy, Speech Pathologist, Royal Flying Doctor Service Women's Health

Aged Care Facilities

Item	Address	Comments
Baralaba		
Baralaba Community Aged Care Association Inc.	14 Wooroonah Road Baralaba Qld 4702	4 units
Biloela		
Wahroonga Retirement Village	Wahroonga Street Biloela Qld 4715	9 Units 65 beds Has evacuation plan. Copy held by BSC
Queensland Country Women's Assoc.	2-4 Lookerbie St R.299 Biloela Qld 4715	3 units
Reserve for Health (Aged Persons Homes)	C/- R.S.L.A QLD BRANCH 4 units 111 KARIBOE ST	4 units



	Biloela QLD 4715	
Moura		
Moura Retirement Village Committee Inc.	Nicklin Street Moura Qld 4718	
Taroom		
Leichhardt Villa	McCorley Street Taroom Qld 4420	4 units 29 beds
Theodore		
Theodore Council of the Ageing	Fifth Avenue Theodore QLD 4719	16 units 6 bed residential hostel Has fire & emergency evacuation plan. Copy held by BSC 26 residents on site & service 38 community clients at varying stages of care.
Wowan		
Dundee Retirement Units Committee Inc.	14-16 Railway Ave Wowan Qld 4702	

Banana Shire is located within the QAS Central Region which extends along the coast line of Whitsunday Shire to the south of Miriam Vale and west to the South Australian border. The region covers approximately 440,000 square kilometres and takes in the tourist destinations of Whitsunday through the industrial areas of Rockhampton and Gladstone, onto the coal mining basin of Moranbah, Dysart, Blackwater, Emerald and Moura. The region also takes in our rural communities involved in grain, sugar, and beef and sheep production.

The region's population is approximately 320,000 people, with the majority of the population being based in the coastal cities of Mackay, Rockhampton and Gladstone.

Central Queensland ambulance provides coverage to the people of Central Region through 61 permanent and honorary ambulance stations based throughout the region. QAS Central Region also provides coverage to the industrial sector of the region through commercial contracts providing pre-hospital care on mine sites, major constructions sites, and other industrial complexes. The service works closely with rescue helicopters based at Rockhampton and Mackay and with the Royal Flying Doctor Service fixed wing aircraft, also based at Rockhampton.

Ambulance Stations

Biloela	Qld Govt.
Baralaba	Qld Govt.
Moura	Qld Govt.
Taroom	Qld Govt.
Theodore	Qld Govt.
Wowan	Qld Govt.



Police		
Biloela 60-62 Grevillea St 4992 2333	Qld Govt.	
Baralaba 77 Stopford St 4998 1222	Qld Govt.	
Goovigen Stone Cres 4996 5201	Qld Govt.	
Moura 13 Marshall St 4997 1923	Qld Govt.	
Taroom 33 Yaldwyn Street Taroom 4627 3200	Qld Govt.	
Theodore The Boulevard 4993 1222	Qld Govt.	
Wowan 28 Railway Ave 4937 1333	Qld Govt.	

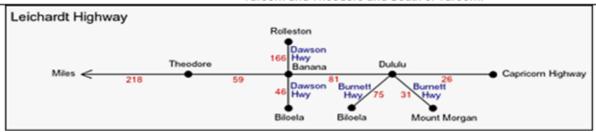
Major Roads

Road	Owner	Comments	
Burnett Highway	Department Transport & Main Roads	The Burnett Highway is an inland rural highway of Queensland. Length is approximately 550 kilometres. The highway takes its name from the Burnett River, which it crosses, a number of times. The Burnett Highway heads south east from the Bruce Highway just south of Rockhampton before passing through Bouldercombe, Mount Morgan and meeting the Leichardt Highway at Dululu. From here the highway heads south through Jambin to Biloela where it crosses the Dawson Highway and continues south east through Thangool, Monto, Cynthia, Mundubbera and on to Toowoomba. The Dee River crosses the Burnett Highway at Dululu whilst Alma Creek crosses the Highway between Dululu and Jambin. There is potential for the highway to be cut by floodwaters between Biloela and Jambin.	
Burnett Hi	ghway		
Toowooml	ba ≪ 486 85	Banana Capricom Highway Leichardt Hwy 26 Leichardt Hwy Jambin Mount Morgan 12 30 45 Dululu 31 39 Rockhampton	



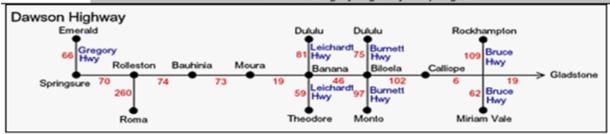
Leichhardt Highway Department Transport & Main Roads The Leichardt Highway leaves the Capricorn Highway between Rockhampton and Duaringa before heading south through Dululu where it passes the Burnett Highway before continuing south through Wowan to Banana where it crosses the Dawson Highway. From here the highway continues south through Theodore, Taroom, Wandoan and Guluguba before meeting the Warrego Highway at Miles.

There is potential for the highway to be cut by floodwaters between Taroom and Theodore and South of Taroom.



Dawson Highway Department Transport & The Dawson Highway runs west from the Bruce Highway at Main Roads

Calliope to Biloela where it crosses the Leichardt Highway before continuing west through Moura, Bauhinia and Rolleston before it meets the Gregory Highway at Springsure



Baralaba – Woorabinda Road	Department Main Roads	Transport	&	The Baralaba Woorabinda Road is a sealed and an unsealed road from near Woorabinda to Baralaba
Roma - Taroom Road	Department Main Roads	Transport	&	The Roma-Taroom Road is a 149 km link between the townships of Roma and Taroom, which meets the Carnarvon Highway approximately 20 kms north of Roma.

Aerodromes

Aerodrome	Owner	General Information
Thangool (lighted)	Banana Shire Council	Airport IATA code: THG
		Airport ICAO Code: YTNG
		Type: regional airport
Aerodrome Rd Thangool		Latitude: -24.4939 Longitude: 150.578
Aerodrome Ru mangoor		Field elevation: 644ft/196m MSL
		Runway: 10/28 Length: 1522m
		Width: 30m Surface: sealed –
		PCN: 12/F/C/550
		(80PSI)/unsealed
		Runway: 14/32
		Length: 794m Width: 30m



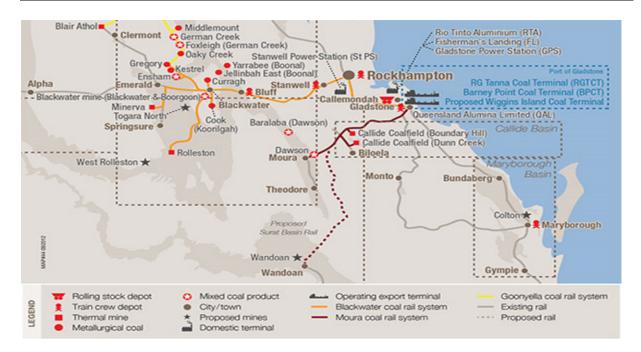
		Surface: Unrated (grey sand, silt, clay) Radio Communication Frequencies CTAF: 126.7 MHz FSS: 119.55 MHz (Brisbane CNTR)
Theodore (lighted)	Banana Shire Council	Airport IATA Code: TDR Airport ICAI Code: YTDR
Eidsvold-Theodore Rd Theodore		Type: Small local aerodrome (light traffic) Latitude: -24.9879 Longitude: 150.093 Field elevation: 171ft/52m MSL Runway: 17/35 Length: 1343m Width: 12m Surface: sealed (unrated) Radio Communication Frequencies CTAF: 122.3 MHz
Taroom (lighted)	Banana Shire Council	Airport IATA Code: XTO Airport ICAI Code: YTAM
Leichhardt Highway (Taroom-Wandoan Road)		Type: Small Latitude: -25.8032 Longitude: 149.901 Field elevation: 240ft/73m MSL Runway: 12/30 Length: 1100m Width: 18m Surface: Gravel PCN: 4/F/A/550 (80PSI)/U Brown Gravel Runway: 08/26 Length: 1091m Width: 30m Surface: Unrated – brown silt clay Radio Communication Frequencies CTAF: 112.8 MHz
Moura (lighted)	Banana Shire Council	Airport Code: YMOU Type: Small
Moura-Theodore Rd Moura		Latitude: -24.611700 Longitude: 149.994995 Field elevation: 147ft/45m MSL Runway: 16/34 Length: 1500m Width: 30m Surface: Sealed (unrated) Radio Communication Frequencies CTAF: 123.4 MHz
Baralaba (lighted-solar_	Banana Shire Council	Airport Code: YBAB Type: Small
Moura-Banana Rd Baralaba		Latitude: -24.186667 Longitude: 149.845000 Field elevation: 340ft/104m MSL Runway: 04/22 Length: 1200m Width: 30m Surface: Sealed (unrated)

Rail

Railway	Owner	Comments
Moura System	Aurizon	The Moura system is coupled with the Blackwater system to form the Capricornia Coal Chain. It is located in Central Queensland, south west of Gladstone. The system services the industrial and rural communities of the Dawson and Callide Valleys in Central Queensland. The system's coal is transported to Gladstone Power Stations, Comalco Refinery (Rio Tinto Alcan), Queensland Alumina Limited (QAL) and Cement Australia and the RG Tanna and Barney Point coal terminals at the Port of Gladstone. There are five mines in the Moura system



The system consists of 228 km of track. All trains are hauled by diesel locomotives over single line sections with balloon loops at Boundary Hill, Callide Coalfields, and Dawson Mine. Trains destined for the RG Tanna Coal Terminal or the Gladstone Power Station travel via the Byellee flyover through Callemondah Yard, and into the Blackwater system. Those trains destined for the Comalco Refinery (Rio Tinto Alcan), Barney Point Coal Terminal, and Queensland Alumina Limited (Gladstone) bypass Callemondah to the north and south; enroute to their destinations.



Electricity

The Callide Power Station is situated 18 kilometres east of Biloela and uses coal fired power generation to supply base load electricity to Australia's national grid. Callide Power Station is comprised of Callide A, B and the Callide Power Plant (Callide C).

Callide A, originally constructed in 1965 was refurbished and recommissioned in April 1998, and is now the site of the Callide Oxyfuel Project – a world leading low emissions coal demonstration project.

Callide B Power Station was commissioned in 1988 and continues to supply reliable electricity to Australia's national market.

The 900 megawatt (MW) Callide Power Plant (Callide C) was commissioned in 2001, doubling the generating capacity of the Callide site. Callide C was the first supercritical coal fired power station in Australia.

Together Callide A, B and C can generate up to 1,720 megawatts of electricity, which is enough to power about 2 million homes.



Power Supply	Owner/Operator	General Information
Biloela		Biloela is fed via 132kV tower line from Callide Power Station (very reliable and would take a major disaster to disrupt) to a substation at Dunn Street, Biloela. This also feeds Callide & Boundary Hill Mines at 66kV via a wood pole line.
Moura		Moura is fed via a 132kV tower line to a major substation adjacent to Moura Mine (which also goes to Blackwater & Emerald). All of these tower lines can be ring fed to decrease outage time in an emergency. The town of Moura is fed via a 22kV line from this sub-station. There are also two other feeders (Moura Rural West & Banana Town & Rural) which can also be inter connected.
Moura		Moura is fed via a 132kV tower line to a major substation adjacent to Moura Mine (which also goes to Blackwater & Emerald). All of these tower lines can be ring fed to decrease outage time in an emergency. The town of Moura is fed via a 22kV line from this sub-station. There are also two other feeders (Moura Rural West & Banana Town & Rural) which can also be inter connected.
Wowan		Wowan town is fed by a 66kV wood pole line which can be fed either from Biloela or Mount Morgan.
Baralaba		Baralaba is fed via a 22kV line from Wowan sub- station. This line is nearly all concrete poles with a small amount of wood poles. No ring feed is available.
Goovigen & Jambin		Goovigen & Jambin are fed via a 22kV wood pole line from Wowan sub-station. No ring feed is available.
Taroom		Taroom is fed by a 22kV wood pole line from Ergon in the north but in an emergency can be fed from the south.



Gas

The Shire has a number of existing and proposed gas pipelines traversing the Shire. Currently Council is aware of the following existing or planned gas pipelines.

Pipeline	Owner	Head Office/Address
High pressure pipeline from Coal seam gas fields in Surat & Bowen Basins to liquefied natural gas facility on Curtis Island near Gladstone.	Australia Pacific LNG (APLNG)	Australia Pacific LNG Pty Ltd GPO Box 148 Brisbane Qld 4001 Ph.: 3858 0280
Underground natural gas pipeline	Gladstone Liquefied Natural Gas Project (GLNG)	GLNG Level 24, 32 Turbot Street Santos Place Brisbane Qld 4000 Ph. 3838 3112
380km buried natural gas pipeline from near Miles to Gladstone	QLD Curtis LNG Project (QCKBG)	Qld Curtis LNG Project Level 24, 275 George Street Brisbane Qld 4001 Ph.: 1800 030 443
High pressure buried pipeline, Kogan to Gladstone.	Surat to Gladstone Pipeline (SGP)	Surat Gladstone Pipeline Ltd GPO Box 5262 Brisbane Qld 4000 Ph.: 3012 4000
High pressure buried pipeline Wallumbilla to Gladstone	Alinta Qld Gas Pipeline	Alinta Asset Management Pty Ltd PO Box 287 Unanderra NSW 2526 Ph.: 02 4261 0500



Water & Sewerage

Plant	Owner	Comments
Water Treatment Plants		
Biloela 710 Calvale Rd Biloela	Banana Shire Council	No backup power supply available.
Baralaba Baralaba-Woorabinda Rd Baralaba	Banana Shire Council	No backup power supply available
Moura Davey Street Moura	Banana Shire Council	No backup power supply available
Theodore 35-53 Schultz Rd Theodore	Banana Shire Council	Backup power supply (diesel generator) is available. This would allow treatment of water in clarifiers etc. at WTP but there is no backup power supply on raw water pumps therefore no inflow of water into plant would occur.
Taroom Crammer Street Taroom	Banana Shire Council	Raw water supply is from flowing bores. Back-up power supply is available to Taroom WTP in form of diesel generator. Chlorinated only (no treatment) Power required for pressure only – will gravity feed if power lost.
Sawarana Traatment Dianta		
Sewerage Treatment Plants Biloela 93 Quarrie Road Moura Davey Street Moura Theodore Malakoff Road Theodore Taroom Tai Shue Street Taroom	Banana Shire Council	Backup power supply is not available to any sewage treatment plants or sewage pump stations. In a case of extended power failure sewage would continue to gravitate through plants, but the level of treatment would be reduced (e.g. chlorinators not working so there would not be any disinfection). In events such as flooding, effluent discharging from respective plants would typically be significantly diluted as would overflows from pump stations

Telecommunications

Recent improvements in mobile telephony systems have enabled extended mobile telephone coverage to some population centres, but many areas of the shire are still devoid of coverage.

During the 2013 flood event there was a significant failure in the telecommunications system throughout the Shire and the State due to damage to telecommunications infrastructure. Significant work was subsequently undertaken by Telstra to ensure redundancies are in place to prevent this from reoccurring.

Television and Broadcast Radio

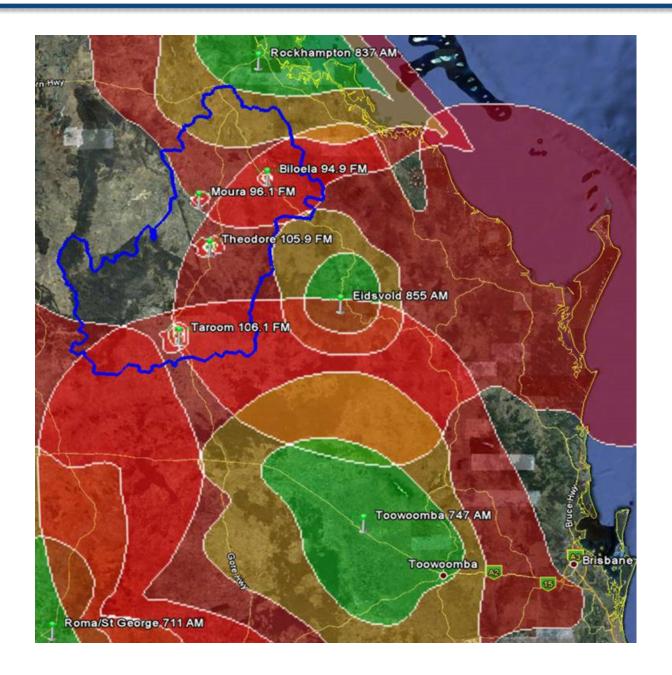
The Shire is covered by broadcast radio via ABC and commercial radio. However ABC radio service is fractured with various parts of the Shire receiving transmission from different studios thereby creating difficulties for the LDMG to ensure timely and consistent delivery of messages and advices.



The map below shows coverage of each transmitter with colour coding of:

- <u>Banana Shire Council Boundary</u> Blue Line
- <u>Urban Coverage (Green)</u> This is the area of highest signal level due to the close proximity of the transmitter site. In most case the signals can be received with internal antennas or small outdoor antennas. Reception may prove difficult in area shadowed by buildings or other obstructions.
- <u>Suburban Coverage (Yellow)</u> Good reception in this area will usually be achieved through the use of an external antenna unless obstructed in some way by buildings or vegetation etc.
- <u>Rural Coverage (Red)</u> Reception is dependent upon the receiving site and receiver sensitivity. Locations on high ground (e.g. mountains and ridges etc.) will be easier to receive reception in comparison to more densely cluttered environments. Reception would most likely be achieved under ordinary conditions with the use of a good quality external antenna and low noise amplifier if necessary.







The following table lists local radio stations providing service to the Banana Shire area (http://radiostationworld.com/locations/australia/queensland/central/radio_stations/);

BARALABA AREA	BILOELA AREA	
ABC Radio	ABC Radio	
96.1FM Moura	94.9FM Biloela	
837AM Rockhampton	837AM Rockhampton	
ABC RN (Radio National)	ABC RN (Radio National)	
96.9FM Moura	103.1FM Rockhampton	
ABC News on radio	ABC News on radio	
105.5FM Rockhampton	105.5FM Rockhampton	
Triple J	Triple J	
104.7FM Rockhampton	104.7FMRockhampton	
·	Radio4CC Triple M	
	666AM 96.5FM	
	Rebel FM Breeze FM	
	88.9FM 89.7FM	
CRACOW AREA	DULULU AREA	
ABC Radio	ABC Radio	
105.9FM Theodore	837AM Rockhampton	
855AM Eidsvold	96.1FM Moura	
837AM Rockhampton	ABC RN (Radio National)	
ABC RN (Radio National)	103.1FM Rockhampton	
107.5FM Theodore	96.9FM Moura	
	ABC News on radio	
	105.5FM Rockhampton	
	Triple J	
96.9FM Moura 104.7FM Rockhampton 96.9FM Moura		
ABC Radio	96.9FM Moura ABC Radio	
837 AM Rockhampton	837AM Rockhampton	
96.1 FM Moura	105.9FM Theodore	
ABC RN (Radio National)	96.1FM Moura	
103.1FM Rockhampton	ABC RN (Radio National)	
96.9FM Moura	103.1FM Rockhampton	
ABC News on radio	96.9FM Moura	
105.5FM Rockhampton	107.5FM Theodore	
Triple J	ABC News on radio	
104.7FM Rockhampton	105.5FM Rockhampton	
	Triple J Rebel FM	
	104.7FM Rockhampton 88.9FM	
	Breeze M 89.7FM	
TAROOM AREA	THEODORE AREA	
ABC Radio	ABC Radio	
106.1FM Taroom	105/9FM Theodore	
747AM Toowoomba	837AM Rockhampton	
Rebel FM	855AM Eidsvold	
92.5FM	ABC RN (Radio National)	
Breeze FM	107.5FM Theodore	
94.1FM	Rebel FM	
	94.7FM	
	Breeze FM	
	99.5FM	
WOWAN AREA		



ABC Radio 837AM Rockhampton 96.1FM Moura ABC News on radio 105.5FM Rockhampton ABC RN (Radio National) 103.1FM Rockhampton 96.9FM Moura Triple J 104.7FM Rockhampton

Hazardous Sites

Major Hazard Facilities (MHF) are locations that store above threshold quantities of chemicals listed in schedule 15 of the Work Health and Safety Regulation 2011, or are determined as a Major Hazard Facility after an inquiry process.

They are places such as oil refineries, chemical plants and large fuel and chemical storage sites where large quantities of hazardous materials are stored, handled or processed. In Queensland, MHFs also include facilities that store above threshold quantities of explosives and undertake some processing activity.

The Work Health and Safety Regulation 2011 require all Major Hazard Facilities to be appropriately licensed.

Known MHF's within Banana Shire include the Queensland Nitrate Plant (QNP) located approximately 6km east of Moura township. QNP maintains a current Emergency Response Manual and procedure.

Other sites where dangerous goods are stored in significant quantities include facilities such as:

- Bulk fuel depots;
- Retail fuel outlets;
- Swimming pool complexes;
- Bulk LPG suppliers;
- Rural farm supply outlets;
- Mines

Although it is considered that an incident involving an emergency response to any of these sites would be adequately managed by statutory emergency services with resources normally available to them, the activation of part or parts of the Local Disaster Management Plan may assist the responding agencies.

Public Buildings, Spaces and Events

Shopping Centres

Biloela Shoppingworld Gladstone Rd, Biloela QLD 4715 Australia (07) 4992 2599 Banana Shire Art Gallery Valentine Plains Road Biloela



Libraries

Biloela – Grevillea Street Moura – Gillespie Street Taroom – Yaldwyn Street

Parks Sport & Recreation

Biloela – Sports Field Rainbow Street; Banana – Sport & Recreation Ground; Baralaba – Showgrounds; Dululu – Recreation Reserve; Jambin – Recreation Reserve; Moura – Recreational Grounds; Theodore – Sport & Rec Grounds; Thangool – Racecourse

Annual Public Events

Australia Day Celebrations January; Taroom Show May; Theodore Show May; Baralaba Show May; Wowan Show August; Moura Coal & Country Festival August; Callide Dam Fishing Competition; Brigalow Arts Festival; Industry Summit

Neighbour Relationships

CENTRAL QUEENSLAND LOCAL GOVERNMENT DISASTER MANAGEMENT NETWORK

Banana Shire Council is a founding member of the Central Queensland Local Government Disaster Management Network established in 2017. Meetings of the network are held annually with identified objectives;

- To discuss disaster management issues, including risk treatment strategies, which are beyond the capacity of individual local governments or which have a regional impact;
- To promote an integrated disaster management capability through networks, shared forums, planning initiatives, processes, information and resources;
- To raise issues and provide collective solutions to disaster and emergency management problems and issues and to escalate these to a higher level as required;
- To share information, ideas and research regarding disaster and emergency management matters including but not limited to planning, training and exercises;
- to promote and facilitate the integration of comprehensive disaster and emergency management arrangements into strategic, corporate, operational and financial planning processes.

Member Councils have also undertaken to assist each other during times of disaster where possible through the provision of appropriately qualified and trained staff to assist in disaster management coordination activities.



Hazard Identification

The Banana Shire Local Disaster Management Group has identified a number of natural and non-natural hazard events with the potential to impact the community of the Banana Shire being in alphabetical order;

Aircraft Accident

The Shire has five Council controlled airstrips – Thangool, Moura, Baralaba, Taroom and Theodore. There are also a number of smaller private airstrips throughout the Shire.

Commercial aircraft pass over the Shire daily. Thangool Aerodrome is used for regular commercial flights, and together with the Moura airstrip, is at times used by glider clubs. Taroom aerodrome is equipped with several Nav Aids used by Commercial aircraft, and is used by an increasing number of chartered flights to the expanding mining industry in the area.

Whilst the risk of such a threat is considered low, the possibility of an aircraft accident is real both at the airstrips and beyond with some heavily timbered and mountainous areas of the shire which could create difficulties in accessing an accident zone.

An incident occurred at the Thangool aerodrome on 1 September 2015 whereby a Fairchild SA227 (Metroline) charter aircraft struck a small kangaroo shortly after touchdown. One of the propeller blades of the right engine of the aircraft sustained damage.

The likelihood of a major aircraft accident impacting the Banana Shire is considered "unlikely", with a low level of vulnerability but major consequences, resulting in a low (L6) residual risk rating.

Cyclone

Tropical Cyclones develop over very warm tropical waters where the sea surface temperature is greater than 26°C. They have relatively long life cycles, typically about a week. A cyclone is a tropical depression of sufficient intensity to produce sustained gale force winds (at least 63kph). Severe tropical cyclones correspond to the hurricanes or typhoons of other parts of the world (*Australian Bureau of Meteorology*).

During the period of November through to April each year, Banana Shire has its greatest threat from high winds and rain depressions. Whilst the risk of an actual cyclone impacting the Banana Shire is considered possible during this period, tropical cyclones affecting Banana Shire come from the Eastern Seaboard and can cause flooding in any of the rivers.

The most recent Cyclone to affect the Banana Shire Council occurred on 20 February 2015 when Tropical Cyclone Marcia passed to the East of Biloela as a category 1 cyclone with wind gusts to 85kph recorded.





The likelihood of a severe Cyclone (Cat 3 or above) impacting the Banana Shire is considered "possible" with a moderate level of vulnerability and moderate consequences resulting in a moderate (M8) residual risk rating.

Dam Operations/Failure

There are a number of water infrastructure assets that could result in impacts to the community in the event of flooding or dam failure. The main assets of interest are dams classed as referable dams under the Water Supply (Safety and Reliability) Act 2008.

<u>Callide Dam – Flood Operations</u>

Callide Dam is situated approximately 10km east of Biloela on the Callide Creek and is owned and operated by Sunwater. The dam is filled by the natural inflow from Callide Creek, Awoonga Dam (through the Awoonga Callide pipeline), and Stag Creek and the Stag Creek pipeline. Its main purpose is to supply water for the cooling towers at the Callide A and Callide B Power Stations. The dams other purpose is to supply the Biloela area's water supply and to recharge the aguifer.

The catchment area is 518km².

Callide Dam is 2118m long, earth and rock-fill dam that was constructed to full height in 1988. The dam was constructed in 2 stages – stage 1 was completed in 1965 and stage 2 in 1988 – when the automatically operated radial gates were added. Sunwater completed a upgrade to the dam gates and structure in December 2022 which has increased the storage capacity to 129,037 ML.

Where the natural catchment inflows fill Callide Dam and the rate of inflow exceeds the capacity of the outlet works, water is discharged via the dam spillway, downstream into the Callide Creek.

For small flows, the water will be contained within the Callide Creek and will not create a downstream release hazard. As the rate of discharge increases there will be an impact on low-level road crossings of Callide Creek and other infrastructure in the creek such as pump sites with potential major impacts for downstream towns and villages especially when the creek system already has an increased flow due to wet weather conditions.

According to records there are a total of 235 properties at risk of flooding in the event of releases from Callide Dam.

Historical floods experienced at Callide Dam resulting in water releases or outflows from the dam, occurred in:



- February 2015 (Severe Tropical Cyclone Marcia);
- January 2013 (Tropical Cyclone Oswald & Associated Rainfall & Flooding);
- March 2011; and
- January 2011 (Qld Flooding & Tropical Cyclones Tasha & Anthony)

The likelihood of flooding as a result of releases from Callide Dam is considered "likely" with a high level of vulnerability to some sections of the community, and moderate consequences resulting in a high (H9) residual risk rating

Callide Dam - Dam Failure

Dam failure is a hazard that could occur for a number of reasons and is identified as damage to or a condition, event or occurrence affecting the embankment, foundations, or dam abutment.

Dam failures are comparatively rare, but can cause immense damage and loss of life when they occur.

The likelihood of failure of the Callide Dam is considered "rare", with a high level of vulnerability and major consequences resulting in a moderate (M7) residual risk rating.

Kroombit Dam – Flood Operations

Kroombit Dam is located on Kroombit Creek approximately 30km by road east of Biloela and is owned and operated by Sunwater. The dam serves as part of the Callide Valley Water Supply Scheme, providing regular water supply for recharge of the downstream alluvial aquifers.

Kroombit Dam water is released downstream into Kroombit Creek where it replenishes the underground system through the pervious bed. Releases are made in such a way that all the water is used only within the benefitted area.

When Kroombit Dam is overtopping, outflows occur to Kroombit Creek by gravity over the centrally located spillway. Once the water ceases to flow over the spillway, the water is then released by way of the downstream cone value.

For small flows the water will be contained within the Kroombit Creek and will not create a downstream release hazard. As the rate of discharge increases there will be an impact on low-level road crossings of Kroombit Creek and other infrastructure in the creek such as pump sites with potential major impacts for downstream residences especially when the creek system already has an increased flow due to wet weather conditions

Kroombit Dam has a relatively small (336km²) catchment area that comprises runoff from Dry Creek, Kroombit Creek and their associated tributaries, catching runoff from undulating grazing land of medium timber density. Kroombit Dam's construction was completed in 1992.

The dam has a main embankment with a central roller compacted concrete (RCC) spillway which is covered with facing concrete. The gravity type spillway is flanked on each abutment



by central core rock-fill embankments. The outlet works are located within the RCC of the right abutment retaining wall.

According to records there are a total of 85 properties at risk of flooding in the event of outflows from Kroombit Dam.

The likelihood of flooding as a result of releases from Kroombit Dam is considered "likely" with a high level of vulnerability and moderate consequences resulting in a moderate (M8) residual risk rating.

Kroombit Dam - Dam Failure

Dam failure is a hazard that could occur for a number of reasons and is identified as damage to or a condition, event or occurrence affecting the embankment, foundations, or dam abutment.

Dam failures are comparatively rare, but can cause immense damage and loss of life when they occur.

The likelihood of failure of the Kroombit Dam is considered "rare", with a high level of vulnerability and major consequences resulting in moderate (M7) residual risk rating.

<u>Moura Off-Stream Storage – Flood Operations</u>

Moura Off-Stream Storage is situated approximately 8km southwest of Moura and approximately 2km from the right bank of the Dawson River. It is owned and operated by Sunwater.

It was built to supplement the Moura Weir pond, for the benefit of Queensland Nitrates Pty Ltd who pump from the weir.

The storage is part of a water harvesting system. The system conveys water from the Dawson River via a pumped rising main to an off stream storage in periods of high river flow or flood conditions, and returns the water under gravity, when required, during low flows in the river, for distribution downstream via the river system.

For small flows the water will be contained within the Dawson River and will not create a downstream release hazard. As the rate of discharge increases there will be an impact on low-level road crossings of Dawson River and other infrastructure in the river such as pump sites with potential major impacts for downstream residences especially when the river system already has an increased flow due to wet weather conditions.

The catchment area of Moura Off Stream storage is 11.1km². The construction of Moura Off stream storage was completed in January 1999. The spillway is an ungated, broad crested weir, with a grassed chute located on the right bank.

According to records there are a total of 51 properties at risk of flooding in the event of releases from Moura Off Stream Storage.



The likelihood of flooding as a result of releases from Moura Off Stream Storage is considered "possible", a low level of vulnerability and insignificant consequences resulting in a low (L4) residual risk rating.

Moura Off Stream Storage - Dam Failure

Dam failure is a hazard that could occur for a number of reasons and is identified as damage to or a condition, event or occurrence affecting the embankment, foundations, or dam abutment.

Dam failures are comparatively rare, but can cause immense damage and loss of life when they occur

The likelihood of failure of the Moura Off Stream Storage is considered "rare" with a low level of vulnerability and moderate consequences resulting in a low (L4) residual risk rating.

No. 7 Dam Mt Morgan

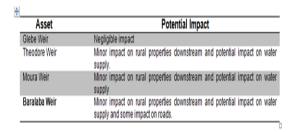
Mount Morgan No.7 Dam is a mass concrete gravity dam with zoned earth-fill embankment. It is located on the Dee River Mount Morgan immediately downstream of the confluence with Limestone Creek. The dam is approximately 35 kilometres north of Dululu via the Burnett Highway.

The No.7 Dam is the major water supply to the township of Mt Morgan and is owned by Rockhampton Regional Council and operated by Fitzroy River Water a business unit of Council.

Failure of the dam wall has the potential to affect residents of Dululu area.

The likelihood of failure of the Mt Morgan Dam is considered "rare", with a high level of vulnerability and major consequences resulting in moderate (M7) residual risk rating.

<u>Other Water Infrastructure</u> - that could result in impacts to the community in the event of flooding or dam failure are listed in the following table;



East Coast Low Pressure System

East Coast Lows are intense low pressure systems which occur on average several times each year (predominantly in Autumn and Winter) off the eastern coast of Australia, in particular southern Queensland, NSW and eastern Victoria. They can produce gale to storm-force winds, very heavy rainfall and in some cases coastal inundation. Maximum wind speeds recorded are lower than in severe tropical cyclones (*Australian Bureau of Meteorology*).



The likelihood of an East Coast Low Pressure System causing severe weather and thereby impacting the Banana Shire is considered "possible" with a moderate level of vulnerability and minor consequences resulting in a low (L6) residual risk rating.

Earthquake

Whilst most of Australia is rated as having a "low-risk" status with regard to earthquake hazard the historical data of this assumption is of relatively short duration. Historically, quite a number of seismic disturbances have occurred along the eastern seaboard of Queensland from the Gold Coast in the south, through to Daintree in the north. These have been relatively low in magnitude.

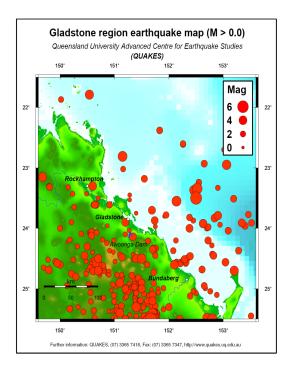
The region has experienced earthquakes of up to 6.23 off the coast and 5.8 south of Gladstone in the early part of the 20th Century and other minor tremors.

Whilst loss of life and severe property damage has not been evident following these disturbances the consequences of a severe happening such as Newcastle 1989 has proven the necessity of planning for just that type of disaster.

Amongst other factors, the impact of earthquake events is also dependent on local geological conditions.

The potential exists for the Banana Shire to suffer seismic activity. In such an event masonry structures are most probable sources of injury to persons and large structures such as the power station could be affected. There is also the potential for interruption to water and sewerage services.

Significant earthquakes that have been recorded in the region are summarised in the following table:





Date	Location	Magnitude	Comments
16 Feb 2015	Near Eidsvold Lat -25.219 Long – 151.374	ML 5.14	Tremors felt in Thangool and Gladstone
1910	Munduberra	ML 5.2	
6 June 1918	Gladstone located 135 km offshore	ML 6.0 MM VI	Among the largest eastern Australian earthquakes and the largest according to a magnitude estimate of 6.3 which was based on felt area. Felt area spanned Mackay (to north), Grafton NSW (to south) and Charleville (to west). Damage in Rockhampton region included fallen chimneys, cracks in walls, broken windows. Minor damage reported in Bundaberg area and Gladstone. MMI of VII and VIII were noted on Quaternary floodplain alluvium in the Rockhampton area (i.e. similar ground shaking as Newcastle earthquake).
4 Apr 1935	Gayndah	ML 6.1 MM VII	This event was widely felt and caused general concern amongst Central Queensland communities
1953	Many Peaks	ML 5.3 MM V	This event located near Many Peaks caused minor damage in Many Peaks and was widely felt in Gladstone as MM IV.
28 Nov 1978	Heron Island	ML 5.2 MM IV	Widely felt in Gladstone and along coast from Rockhampton to Maryborough
1991	Bajool	ML 2.9 MM IV	
2 Nov 1998	Rockhampton	ML 4.7	Widely felt on Heron Island (one person reportedly thrown from bed). Felt in Rockhampton

The likelihood of an earthquake impacting the Banana Shire is considered "rare" with a high level of vulnerability and moderate consequences resulting in a low (L6) residual risk rating

Exotic Animal Disease

Whilst various types of animals are in existence in the Region, cattle are the animals in the largest numbers. For this reason it is anticipated that this species is the most likely in which this type of disease would occur.

The possibility of an occurrence of exotic animal disease is always present. There are many large holdings of cattle and other animals susceptible to an outbreak of disease, in the region.

The Biloela meatworks is the third largest in Queensland and processes meat for export throughout Australasia.

Gracemere north of Rockhampton, is home to one of the largest livestock saleyards in the Southern Hemisphere. This gives rise to the mass transportation of livestock and focal point for the concentration and spread of exotic animal diseases. Disease source, identification, tracking and quarantine are a major issue once livestock has reached a focal point.

In the event of an outbreak of exotic animal disease, the matter would be managed by the Department of Agriculture and Fisheries in accordance with AUSVETPLAN which is a series



of technical response plans that determine Australia's approach to an emergency animal disease. Implementation of AUSVETPLAN may necessitate the provision of assistance from local resources.

The likelihood of exotic animal disease impacting the Banana Shire is considered "unlikely", with a high level of vulnerability and major consequences resulting in a moderate (M8) residual risk rating.

Fire

Wildfire

Wildfire is a general term used to describe a fire in vegetation, in all vegetation types including grass fires, and can occur within areas ranging from grasslands to treed plains and ranges.

The main problem period is between September and the start of the wet season. The problem becomes more severe if the summer rains fail to eventuate.

Much of the Banana Shire Council area consists of rural environments with small and large holdings and small townships. Wildfires are therefore a potential risk to lives, homes, pastures and livestock.

Fires occurring in and escaping from the large areas of National Parks into grassed pastoral areas is also a potential threat. The most recent example of this occurring within the Banana Shire was November 2016 with fires in the Theodore and Glenhaughton area resulting in Emergency Alert Watch & Act messages being issued by QFES.

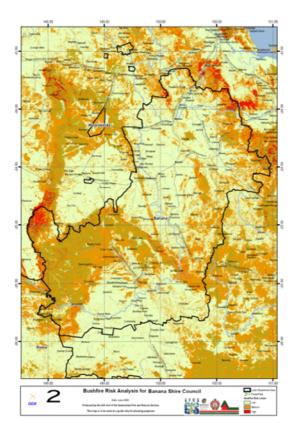
The region has a number of rural fire brigades which are equipped and trained to control most outbreaks of fires. Some become out of control but are seldom beyond their capabilities. Additional resources can be obtained via the Rural Fire Service District Inspector's Office in Rockhampton.

Should a significant wildfire event occur assistance may be required from the LDMG with community welfare issues.

QFES bushfire hazard rating for the regions is Low to Medium (refer to following QFRS Bushfire Risk Analysis for Banana Shire Council).

The likelihood of bushfire impacting the Banana Shire is considered "rare" with a low level of vulnerability and minor consequences resulting in a very low (VL3) residual risk rating.





Urban Fires

Fires of varying degree, in urban centres of the Region, are possible at any time. Auxiliary fire brigades are situated within Biloela, Baralaba, Moura, Thangool and Theodore, with personnel responding to fire calls as required.

In the event of a significant urban fire occurring within any area of the region it could be expected that there would be casualties of varying degree and number.

Whilst QFES generally has sufficient resources to cope with the fire, assistance may be required from the LDMG, in significant events with regard to community welfare.

The likelihood of significant urban fires impacting the Banana Shire is considered "rare" with major consequences resulting in a medium risk.

Flood

Banana Shire is located within the Dawson River Catchment which is part of the Fitzroy basin and constitutes approximately one third of its total catchment area. The Dawson River's confluence with the Mackenzie River marks the start of the Fitzroy River and the northern boundary of council's local government area.

The Dawson River catchment is approximately 50,000 km² and flows from south to north with the upper, southern section of the catchment contributing the majority of flow along the river until its confluence with Roundstone Creek approximately 150km upstream of the Dawson River's confluence with Mackenzie River. The Dawson River is characterized by a well-



defined main channel with areas of wide, flat floodplain. There are a number of water supply weirs along the main channel that would be "drowned" during large flood events.

The towns of Taroom, Theodore, and Moura are situated along the Dawson River from south to north respectively and are located upstream of Roundstone Creeks confluence. Baralaba is the north most town along the Dawson River and situated downstream of Roundstone Creek's confluence. As a consequence, Baralaba is subject to large peak flows from both Dawson River and Roundstone Creek.

The Don River catchment is approximately 6,500 km² and is situated in the north-east portion of the Dawson River catchment. The catchment is made up of the Don River sub-catchment (1,000 km²), the Dee River catchment (1,000 km²) and the Callide Creek catchment (4,500 km²). The Callide Creek catchment in turn is made up equally of the Callide Creek sub-catchment, Kroombit Creek catchment, Kariboe Creek catchment, Grevillea Creek catchment and Bell Creek catchment.

Biloela is affected by flooding from both the upstream Callide Creek and Kroombit Creek catchments. Dams are located on both creeks upstream of Biloela, with Callide Dam releasing water via an automated gate system, and Kroombit Dam via an ungated spillway. Thangool township is located on Kariboe Creek, south of the Kroombit catchment. The towns of Goovigen and Jambin are located on Callide Creek downstream of its confluence with Kroombit Creek, Kariboe Creek and Grevillea Creek. Wowan and Dululu are located on the Dee River, upstream of its confluence with the Don River.

The Don River's confluence with the Dawson River is located approximately 50 km upstream of Dawson River's confluence with Mackenzie River. No towns are located downstream of the Don River's confluence within the Banana Shire local government area.

The following figure presents the location of the Banana Shire Council and the Dawson catchment.



The table below summarises the flood history of the Dawson River catchment - it contains the flood gauge heights for the more significant floods within the Banana Shire:



Flood Event	Taroom	Theodore	Moura	Baralaba
Jan 1918	6.71			
Feb 1954	8.15	13.64		15.52
Jan/Feb 1978	4.08	11.27	10.46	11.85
May 1983	7.46	13.24	12.09	13.60
Jan 1991	6.24	7.98	6.60	9.45
Jan 2008	6.07		8.00	
Feb/Mar 2010	7.26	13.45	12.23	12.50
Dec 10/Jan 11	10.43	14.70	12.66	15.25
Feb/Mar 2012	6.35	9.78	8.52	
Jan/Feb 2013	5.32	9.03	9.30	

All heights are in metres.

The likelihood of flooding impacting the Banana Shire is considered "likely" with a high level of vulnerability and moderate consequences resulting in a high (H9) residual risk rating.

Hazardous Material Incident

The Banana Shire has four highways (Capricorn, Leichardt, Burnett & Dawson) passing through it, along which there is transport of hazardous materials. The Shire itself contains different types of agricultural and mining industries requiring many different types of chemical, petroleum's and explosives. The transport of these products is generally by road and/or rail. The potential therefore exists for a Hazchem accident, with the resultant explosion, fire and public safety risks.

Although managed under Work Health and Safety legislation the potential for an incident involving dangerous goods and chemicals is moderate. Areas most likely to be affected include industrial areas of the region and major transport corridors and evacuations may be required if such an incident were to occur.

Queensland Fire & Emergency Services would control the incident with assistance from other agencies including the Chemical Hazards & Emergency Management Unit (CHEM Unit), local government and SES. Assistance will vary depending on the location and severity of an incident.

A high pressure gas pipeline also traverses the Shire and would present an obvious risk if ruptured.

The likelihood of hazardous material incidents impacting the Banana Shire is considered "possible" with a low level of vulnerability and major consequences resulting in a moderate (M7) residual risk rating.

Heatwave

There is no universal definition of a heatwave although in a general sense it can be defined as a prolonged period of excessive heat. Queensland Health defines this as temperatures exceeding 36°C for a period exceeding two days. This unusual and uncomfortable hot weather can impact on human and animal health and cause disruption to community infrastructure such as power supply, public transport and services.

The term is also relative to the usual weather in the area. Temperatures that people from a hotter climate consider normal can be termed a heat wave in a cooler area if they are outside the normal <u>climate</u> pattern for that area. The term is applied both to routine weather variations and to extraordinary spells of heat which may occur only once a century. Severe heat waves



have potential to cause crop failures, deaths from <u>hyperthermia</u>, and widespread power outages due to increased use of air conditioning.

The difficulty in defining a heat wave in Australia has been in establishing an appropriate heat index with an acceptable event threshold and duration, and relating it to the climatology of the area under investigation.

The likelihood of a heatwave impacting the Banana Shire is considered "likely" with a low level of vulnerability and moderate consequences resulting in a moderate (M7) residual risk rating. **Industrial Accident**

The possibility of a major explosion or chemical spillage or leakage is obviously unpredictable however a high probability has and may occur in some form at any time.

The locations at risk are the various industrial enterprises, storage of liquid petroleum gas (LPG) containers of various sizes, bulk depots of oils and petrol, motor service stations and similar establishments throughout the region.

Potential explosion of road tankers of petrol and gas is likely to be confined to the major traffic routes. Casualties would be likely and depending on location of the event, evacuations may be required.

The likelihood of an industrial accident impacting the Banana Shire is considered "possible" with a low level of vulnerability and major consequences resulting in a moderate (M7) residual risk rating.

Influenza Pandemic

A pandemic is a global disease outbreak. An influenza pandemic occurs when a new influenza virus emerges and, because there is little or no immunity in the human population, it spreads rapidly from person to person over a wide geographical area causing serious illness in a significant proportion of those infected. This contrasts with seasonal influenza which, for most sufferers, is a self-limiting though unpleasant illness that does not endanger life (*World Health Organisation*).

In the absence of immunity, a new influenza strain can rapidly spread across the globe, causing epidemics or pandemics, infecting large numbers of people.

Queensland Health are the lead agency in such an event and could require support from various organizations including local government depending on the severity and spread of the disease.

The Australian Health Management Plan for Pandemic Influenza was released on 30 May 2006 (www.health.gov.au/pandemic).

The likelihood of influenza pandemic impacting the Banana Shire is considered "possible" with a low level of vulnerability and major consequences resulting in a moderate (M7) residual risk rating.

Landslide

A landslide is the movement of rock, debris or earth down a slope. Landslides can be triggered by natural causes or by human activity. They range from a single boulder in a rock fall or topple of tens of millions of cubic metres of material in a debris flow.



Landslides have factors that can affect their occurrence, however, like earthquakes they do not have a common "season" of occurrence.

The likelihood of landslide impacting the Banana Shire is considered "unlikely" with a minor level of vulnerability and minor consequences resulting in a low (L4) residual risk rating.

Loss of Power (>3 Days)

The power supply within the Banana Shire has been relatively reliable over the years with only short term nuisance blackouts occurring. This does not discount the possibility of an extended blackout occurring, which would have some dire consequences for the population and industries within the Shire.

The likelihood of power loss impacting the Banana Shire is considered "unlikely" with a low level of vulnerability and moderate consequences resulting in a low (L5) residual risk rating.

Major Transport Accident

The need for the Local Disaster Management Group to become involved in a road/rail accident would probably only be occasioned by an accident involving a tourist coach, semi- trailer or the like and would be for welfare requirements.

These types of accidents are not likely to physically affect the population in general but may extend the capacity of emergency services within the Shire.

The likelihood of major transport accidents impacting the Banana Shire is considered "unlikely" with a low level of vulnerability and minor consequences resulting in a low (L4) residual risk rating.

Mining Accident

Mining is a major industry within the Shire employing over 800 people. Mine disasters have occurred in the past and a threat always exists for underground explosions with possible multiple fatalities. Historical mining accidents occurring within the region include:

- 20 September 1975 Kianga No.1 underground mine 13 fatalities;
- 16 July 1986 Moura No.4 underground mine 12 fatalities;
- 7 August 1994 Moura No.2 underground mine 11 fatalities.

The likelihood of mining accidents impacting the Banana Shire is considered "rare" with a low level of vulnerability and resulting in a low (L5) residual risk rating.

Severe Thunderstorm/Electrical Storm

A severe thunderstorm is defined as one which produces hail with a diameter of 2cm or more or wind gusts of 90 kmh or greater; or flash floods; or tornadoes; or any combination of these. Most thunderstorms do not reach the level of intensity needed to produce these dangerous phenomena, but they all produce lightning which can cause death, injury and damage (Australian Bureau of Meteorology).



The likelihood of severe thunderstorms impacting the Banana Shire is considered "possible" with a low level of vulnerability and minor consequences resulting in a low (L5) residual risk rating.

Terrorism

The September 11, Bali bombings and Madrid bombings have placed terrorism on the agenda for all levels of government. The likelihood of an event occurring is somewhat unknown however it is important that relevant facilities are assessed and measures taken in relation to security.

Casualties could be anticipated in the event of a terrorist activity and may range from a few to hundreds. Potential targets include but are not limited to:

- Mass gatherings
- Hazardous storage sites
- Transport hubs and corridors
- Critical & essential infrastructure i.e. water supply, telephone system, electricity infrastructure

The Queensland Police Service is the responsible agency and may require support from various Local, State & Federal agencies depending on the severity of the incident.

The likelihood of terrorism impacting Banana Shire is considered "rare with a low level of vulnerability and major consequences resulting in a low (L5) residual risk rating.

Tornado/Dust Storm (Winds exceeding 160kph)

The rarest and most violent of severe thunderstorm phenomena are rapidly rotating columns of air that descend in the well-known funnel shape from the base of a storm cloud. A tornado vortex, which can range in width from a few metres to hundreds of metres, usually whirls clockwise (viewed from above) and

contains very damaging winds that may reach more than 450kph (Australian Bureau of Meteorology).

Dust storms are for the most part restricted to the drier inland areas of Australia, but occasionally, during widespread drought, can affect coastal districts (*Australian Bureau of Meteorology*).

The likelihood of Tornado/Dust Storm impacting the Banana Shire is considered "rare" with a high level of vulnerability and moderate consequences resulting in a low (L6) residual risk rating.



Chapter 3 – Preparedness

Planning

Coordinated action is essential when preparing for a disaster. This includes the development of plans or arrangements based on risk assessments that span the full spectrum of disaster management phases: prevention, preparedness, response and recovery.

Local governments, disaster management groups, disaster districts and the State prepare for disasters through a continuous cycle of risk management, planning, coordinating, training, equipping, exercising, evaluating and taking corrective action to ensure the effective coordination and response during disaster events.

Planning must occur both as organisation and agency core business and during disaster events.

Effective disaster management planning for all hazards is a key element of being prepared.

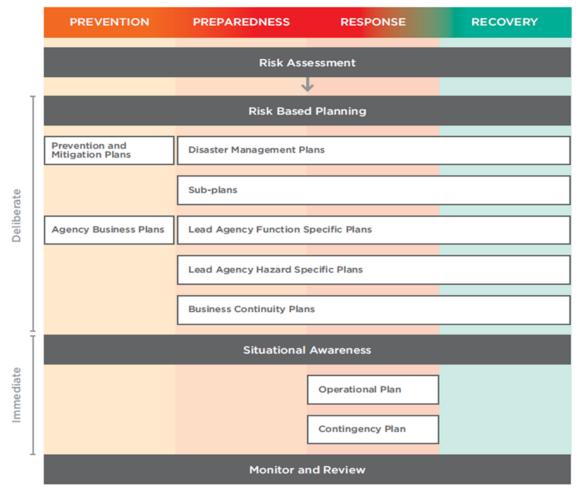


Figure: The Comprehensive Disaster Management Planning Approach



Plans Within the Disaster Management Environment

State Disaster Management Plan (SDMP)

The SDMP describes Queensland's disaster management arrangements, through which the guiding principles and objectives of the Disaster Management Act and emergency management standards are implemented.

All disaster events in Queensland, whether natural or caused by human acts, should be managed in accordance with the SDMP. The plan is supported by hazard-specific plans and functional plans.



http://www.disaster.qld.gov.au/cdmp/Documents/Queensland-State-Disaster-Management-Plan.pdf

District Disaster Management Plan (DDMP)

District Disaster Management Plans detail the arrangements within the disaster district to provide whole of government planning and coordination capability to support local governments in disaster management.

A DDMP should consider the Local Disaster Management Plans in the district to ensure the potential hazards and risks relevant to that area are incorporated. The plan should outline steps to mitigate the potential risks as well as identify appropriate response and recovery strategies.



https://www.police.qld.gov.au/RegionalPolicing/central/Documents/GladstoneDDMP.pdf

Local Disaster Management Plan (LDMP)

Local Disaster Management Plans are developed with the assistance of member agencies of the Local Disaster Management Group. LDMP's should be based on a comprehensive, all hazards approach to disaster management which incorporates all aspects of prevention, preparation, response and recovery and the specific requirements of sections 57 and 58 of the Disaster Management Act.

It should outline steps to mitigate the potential risks as well as identify appropriate response and recovery strategies.





http://www.banana.qld.gov.au/disaster-management-plans

Business Continuity Plan (BCP)

Business Continuity Planning enhances community resilience by ensuring disaster management stakeholders (government, NGOs and businesses) can continue their core business following any critical incident or disruption.

Banana Shire Council has a BCP and encourages LDMG member agencies via LDMG meetings, business and other organisations via community awareness strategies and activities, to undertake appropriate business continuity planning.



Information on business continuity planning is available via: https://www.business.qld.gov.au

Functional Plans

A functional plan is developed by lead agencies to address specific planning requirements attached to each function. Although the functional lead agency has primary responsibility, arrangements for the coordination of relevant organisations that play a supporting role are also to be outlined in these plans.



Hazard Specific Plans

A hazard specific plan is developed by a state government agency with assigned lead responsibility to address a particular hazard under the SDMP.

Local disaster management groups should be aware of these hazard specific plans as it should inform and assists in their planning.





Operational Plans

An operational plan is a response plan which outlines a problem/concern/vulnerability and identifies the appropriate actions (who? What? How? When?) to address the situation. Operational plans sit within and are a sub-plan to the LDMP.



Private Sector and Non-Government Organisation Planning

The private sector plays a key role before, during and after a disaster. Many private sector organisations own and are responsible for operating and maintaining sections of Queensland's Critical Infrastructure (CI) network. The requirement for CI owner/operators or essential services providers to manage foreseeable risk, including the development of disaster management plans, is currently coordinated through industry legislation or through codes of practice, typically at the national level.

In addition section 48A of the Act directs Chairpersons of disaster management groups to engage essential service providers, where relevant, to help the group perform its functions.

Businesses are encouraged to recognise the role they play in supporting the community before during and after a disaster and prepare plans that will assist them to either maintain a continuity of service during events, or re-establish services following a disaster to support the community through the recovery phase.

NGO's and not-for-profit organisations also play important roles before, during and after a disaster, including assisting vulnerable members of the community to prepare for events, volunteer management and recovery support. These organisations typically have networks of clients who may be vulnerable members of the community.

Planning Roles and Responsibilities

Threat Specific Lead Agency Responsibility

The Queensland Disaster Management system includes provision for threat specific arrangements that provide for the coordination of disaster related planning, response and recovery by those departments or agencies that have an allocated threat specific role.



In Queensland there are three agencies that have a legislated lead agency role for specific threats:

Department/Agency	Specific Threat
Queensland Fire and Emergency Services	Bushfire
Maritime Safety Queensland	Oil Spill at Sea
Department Agriculture & Fisheries	Emergency Animal, Plant and Aquatic Animal Pest & Disease

The process of development of threat specific plans by Lead Agencies should include the following:

- identification and evaluation of the potential impact, and requirements for mitigation, prevention, preparedness, response and recovery from the specific threat;
- identification of community and commercial organisations with expertise and resources, and a capacity relating to the Lead Agency's threat specific responsibility;
- meeting with representatives of such organisations, and gaining commitment from them to participate in the planning process and provide support in the event of disaster;
- liaison with officers of the disaster management system and other Departmental officers to ensure coordination and congruency of plans and arrangements; and
- provision of leadership in the planning process.

Where there is no legislated lead agency for hazards or events that may impact the Banana Shire, lead agency status should be determined through negotiation and agreement of LDMG member agencies and stakeholders as part of the disaster management planning process and consistent with lead agency status identified within the State Disaster Management Plan.

The following table outlines the agreed functional lead agency roles at the local level for disaster hazard events with the potential to impact the Banana Shire:

Agency		Event/Hazard Lead	Support Agency's
Banana	Shire	Flood including flooding resulting	• SES
Council		from dam operations or failure	• QPS
			• QFES
			• QAS
			Sunwater
		Cyclone	All LDMG agencies and stakeholders
		Storm	• SES
			• QPS
			• QFES
			• QAS
		Earthquake	All LDMG agencies and stakeholders
		East Coast Low	• SES
			• QPS
			• QFES



Agency	Event/Hazard Lead	Support Agency's
		• QAS
	Loss of Power (>3 days)	• Ergon
		• QAS
	Landslip	• SES
		• QPS
		• QFES
	Tornado	• QAS • SES
	Torriado	• QPS
		• QFES
		• QAS
Qld Police	Terrorism	• QFES
		• QAS
		• SES
		Council
	Aircraft Accident	• QFES
		• QAS
		• SES
	Major Transport Assident	• Council
	Major Transport Accident	QFESQAS
		• SES
		Council
	Mining Accident	• QFES
		• QAS
		• SES
		Council
	Industrial Accident	• QFES
		• QAS
		• SES
0		Council
Queensland Fire &	Wildfire;	QPS;QAS;
Emergency		• SES
Services		Banana Shire Council
	Structural Fire;	QPS;
	Structural Fire,	• QAS;
	Hazardous Material Incidents	• QPS;
	Tiazar adad material moradina	• QAS;
Queensland	Pandemic/Epidemic;	• QPS;
Health	• ,	• QAS;
		• SES
		Council
	Biological and Radiological Incidents	• QPS;
		QAS;SES
		Council
	Hootwayo	• QAS;
	Heatwave;	
	Cold Snap;	• QAS;
Department of	Exotic Animal/Plant Disease;	• QPS;
Agriculture		• QFES
		QAS;SES
		Council
		- Outron



Agency	Event/Hazard Lead	Support Agency's	
	Resupply operations for livestock	• LDMG	

Sub Groups to LDMG

The Banana Shire Council Local Disaster Management Group may constitute sub groups to address specific issues and/or tasks.

Currently the Banana Shire Local Disaster Management Group has formed the following sub groups to the Local Disaster Management Group:

- Evacuation Sub Group
- Local Recovery Group
- Taroom Local Emergency Coordination Committee
- Theodore / Cracow Local Emergency Coordination Committee
- Moura / Banana Local Emergency Coordination Committee
- Baralaba / Rannes Local Emergency Coordination Committee
- Goovigen / Jambin Local Emergency Coordination Committee
- Wowan / Dululu Local Emergency Coordination Committee

These Sub Groups are responsible for assisting the LDMG to discharge its responsibilities, with regard to the preparation or implementation of specific plans

A Chairperson for each sub group has been appointed by the LDMG. Sub group Chairpersons are required to submit regular reports of their progress to the Local Disaster Management Group at scheduled LDMG meetings.

Review and Assessment of Plans

A Local Government may review or renew its local Disaster Management plan when the Local Government considers it appropriate (S59 DMA). However, the Local Government must review the effectiveness of the plan at least once a year. Assessment of the plan and response capability may be achieved through operational activation or by the conduct of exercises.

When reviewing the effectiveness of the plan annually, the LDMG should include a minimum of one practical exercise per annum, involving as many relevant organisations, authorities and stakeholders as possible. The following tables detail procedures in relation to drafting, reviewing and reporting arrangements as required under the Disaster Management Act 2003:

Table 1 details the approval, review and reporting arrangements.

Function	Responsible Person/Agency	Contact Details	Key Accountabilities
Plan preparation and drafting	Local Disaster Management Group	Disaster Management Coordinator Banana Shire Council Ph.: 07 4992 9500	Collation of Information; Consultation with agencies; Drafting of Local Disaster Management Plan



Function	Responsible Person/Agency	Contact Details	Key Accountabilities
Recommending LDMP to Council	Local Disaster Management Group	Disaster Management Coordinator Banana Shire Council Ph.: 07 4992 9500	Review and recommend the local disaster management plan for adoption by Council as per requirements of Disaster Management Act 2003
Local government approval of LDMP	Banana Shire Council	Disaster Management Coordinator Banana Shire Council Ph.: 07 4992 9500	Plan endorsed by LDMG and referred to Council for adoption
Audit of LDMP by DDMG	District Disaster Coordinator	District Disaster Coordinator Gladstone Police Station	Audit of Banana Shire LDMP
Updating Amendment of LDMP	Local Disaster Management Group	Disaster Management Coordinator Banana Shire Council Ph.: 07 4992 9500	Annual updating of contact details (April and September) Amendment of LDMP as required
Review of LDMP	Local Disaster Management Group	Disaster Management Coordinator Banana Shire Council Ph.: 07 4992 9500	Annual review of LDMP (September)
Reports Preparation	Disaster Management Coordinator	Disaster Management Coordinator Banana Shire Council Ph.: 07 4992 9500	Reports include but are not limited to annual status report to DDMG
Reports Review and sign off by Chairperson where necessary	Chairperson LDMG	Disaster Management Coordinator Banana Shire Council Ph.: 07 4992 9500	Reports presented to LDMG will be reviewed by LDMG and forwarded to Council for endorsement where necessary Reports signed off by Chairperson LDMG where necessary
Reports Approval	Banana Shire Council	Disaster Management Coordinator Banana Shire Council Ph.: 07 4992 9500	Reports presented to Council for endorsement where required
Exercise LDMP	Local Disaster Coordinator	Disaster Management Coordinator Banana Shire Council Ph.: 07 4992 9500	Undertake appropriate exercise to test LDMP - annually

Table 2 details the scheduled reviews of the Local Disaster Management Plan.



Time of Review	Purpose of Review
Post Storm/Cyclone Season	 Fully review all aspects of LDMP with focus on disaster management aspects and including the following LDMP reflects and supports the State Group's Strategic Policy, District Disaster Plan and all relevant policies of the local government in relation to disaster management; LDMP is consistent with the Emergency Management Assurance Framework and Standards; Clearly states the roles and responsibilities of all entities involved in disaster management and operations in the area The coordination of disaster management and operations, specifically including the updating of membership and all contact details A review of disaster events likely to affect the area A review of the various Parts of the Plan A review of the expected request for support services that will be required by the Local Group from the District Group A review of the community education and awareness programmes Provision capabilities of likely resources that will be needed in disaster management and operations likely in the area A review of the communications link available at the Local Group level to communicate intra-group and to District and State Groups A review of disaster management priorities for the area as listed in the Risk and Mitigation Registers
Pre Storm/Cyclone Season (September)	Minor Review – to review aspects of the Plan to ensure that all disaster operational aspects are ready for the upcoming season and including the following; The coordination of disaster management and operations A review of community education and awareness programmes Provision capabilities of likely resources that will be needed in disaster management and operations likely in the area A review of the communications link available at the local group level to communicate intra-group and to District and State Groups
Post Exercise	Functional Review – to review all aspects of the Plan used in the exercise and to ensure that these parts performed satisfactorily
Post Activation	Functional Review – to review all aspects of the Plan used in the activation and to ensure that these parts performed satisfactorily
As directed by the LDMG	As directed – to review a part or whole of the Plan as directed by the LDMG.

Disaster Management Capacity Building and Capability Integration

Capacity is a combination of the capability and the resources available to the Local Disaster Management Group that can reduce the level of risk, or the effects of a disaster. Capability



integration happens when different bodies work together to achieve disaster management outcomes.

Capacity building specific to local requirements consists of activities or services aimed at improving the disaster management capability of an individual, organisation or community and includes;

- Policy and planning;
- Ongoing engagement of key stakeholders in respect of the Disaster Management Act 2003 and related matters;
- Training and development;
- Exercising disaster management arrangements.

The practice of continuous improvement involves processes and arrangements being regularly evaluated and improved to ensure they remain relevant, efficient, effective and flexible.

The Banana Shire Local Disaster Management Group recognises that response and recovery agencies need appropriate levels of equipment to be able to perform their functions effectively and efficiently.

Whilst the group recognises that agencies are responsible for raising and maintaining their own equipment, the group will:

- Support applications from the shires disaster management agencies for funding through grant programs;
- Advocate for increases in state and federal government funding towards local disaster management equipment initiatives;
- Encourage agencies to support each other with equipment needs through strategies such as funding support and memoranda of understanding.

Community Awareness

Community awareness & public education is extremely important in enabling the community to empower itself during times of disaster or emergency.

A fundamental challenge for local government and the emergency management sector in general, when aiming to achieve "safer sustainable communities" is how to effectively engage the community. It is recognized that an "engaged community" involved in the decision making processes associated with emergency management activities is more likely to be responsive and self-managing when emergencies do arise.

Community awareness and public education includes programs designed by Council in conjunction with partner agencies and the LDMG, together with material prepared by agencies such as the Queensland Fire & Emergency Services - Emergency Management, Bureau of Meteorology and other Statutory Services, that:



- Provide a detailed explanation of particular hazards;
- Provide details of practical measures residents can take prior to, during and after a disaster event or incident to help them prepare for mitigating and recovering from impact of the event or incident; and
- Encourage the public to "be aware" through ongoing media campaigns.

Emergency Management Australia also provides a wide range of free community awareness and education publications covering background information as well as advice on preparation for and coping with various events.

Banana Shire Council has developed a Community Awareness and Education Strategy involving the following elements as the overarching approach to its education programme:

- Seasonal Programme Development of a seasonal education programme based on the cyclical nature of the most likely disaster events to affect the Shire;
- State Education Programme Leverage high profile state education programmes will be used as a springboard to communicating the same issue but with a local context;
- Segmented Programming By segmenting the Shire across its thirteen communities into key disaster risk areas, communication materials can be targeted to the real risks for each area;
- Merchandise provision of a range of re-usable household items containing key messages.

Training

Disaster Management Training is an essential means through which agencies can develop and maintain their disaster management capabilities and capacity.

Training and development can provide the knowledge, skills and attitudes required to address the issues of disaster management through prevention, preparedness, response and recovery.

Training is also important to ensure that all agencies can seamlessly integrate within the regions disaster management arrangements and contribute to an effective and coordinated response.

Queensland Fire & Emergency Services (Emergency Management) is responsible for ensuring a coordinated approach to disaster management training within disaster districts and local government areas. QFES Emergency Management has developed the Queensland Disaster Management Training Framework which outlines each of the key stakeholders in the Queensland Disaster Management Arrangements and the training courses they should undertake to support the effective performance of each role.





http://www.disaster.qld.gov.au/dmg/rr/Pages/2-2.aspx

In conjunction with Queensland Fire & Emergency Services (Emergency Management) Banana Shire Council has implemented an annual training calendar to ensure the on-going availability of such training to relevant Council staff.

Council also offers and encourages relevant local disaster management stakeholder agencies, organisations, industry and groups the opportunity to participate in relevant arranged training courses.

To further enhance local training opportunities, Banana Shire Council undertook training needs analysis for all roles within the Local Disaster Coordination Centre. Annual training plans have been developed from this analysis and approved by the Banana Shire Council Chief Executive Officer and Banana Shire Local Disaster Coordinator.

These training plans are maintained and managed by Banana Shire Council Learning and Development Advisor.

Exercises

A Local Government may review or renew its local Disaster Management plan when the Local Government considers it appropriate (S59 DMA). However, the Local Government must review the effectiveness of the plan at least once a year.

Assessment of the plan and response capability may be achieved through operational activation or by the conduct of exercises.

Types of Exercises

An exercise is a controlled, scenario driven, objective based activity used to train and/or assess personnel, evaluate procedures and plans and test the availability and suitability of resources. Exercises are an essential component of disaster preparedness and are used by the LDMG and member agencies to enhance capacity and contribute towards continuous improvement.

Exercises can be simple or complex. They might involve a small team practicing a relatively simple drill, or scores of people from a range of organisations simulating a major emergency. Essentially though, there are three styles of exercise – discussion exercises, functional exercises and field exercises.



Discussion Exercises (also known as Tabletop Exercises) – are as the name suggests, built around discussion of the scenario. They provide a chance to explore issues in some depth and provide verbal responses to situations. Discussion exercises are useful for developing agreed approaches to particular events, assessing the effectiveness of plans, building relationships, or exploring novel ideas or approaches to managing emergencies. Discussion exercises often involve personnel who work at a strategic level brainstorming solutions to problems.

Functional Exercises – are closely related to discussion exercises, but normally take place in an operational environment and

require participants to actually perform the functions of their roles. The functional exercise tends to be relevant to tactical personnel. They are specifically designed to test or practice a particular function, for example managing an incident or emergency from within a Local Disaster Coordination Centre. Functions within the environment are conducted as if there were a real event happening outside.

Field Exercises – involve the deployment of personnel to a simulated incident or emergency. They are often as simple as deploying a small team to a simulated car crash or industrial rescue scenario. On the other hand, a field exercise can involve deploying scores of personnel to a simulated rail crash. Field exercises may involve elements of functional exercises and often test control arrangements as well as "on the ground" skills. A major field exercise often follows a series of discussion or functional exercises.

When reviewing the effectiveness of the plan by exercise, as many relevant organisations, authorities and stakeholders as possible should be involved.

Banana Shire LDMG has therefore endorsed the following exercise schedule to ensure:

- Lead agencies (as per LDMP) contribute to the development of exercises relevant to their lead agency role (all hazard/inter agency approach);
- Variety and different scenarios;
- Compliance with the Disaster Management Act requirements— to develop effective disaster management and regularly review and assess the disaster management;
- Meets Qld Disaster Management Planning Guidelines "exercises are an essential component of disaster preparedness and should be used by the LDMG and member agencies to enhance capacity and capability, and continuous improvement".
- Scheduling of exercises in advance provides plenty of time for development, planning, preparation and implementation.



Scheduled	Lead Agency and Associated Hazards	Comments
August 2017	Queensland Fire & Emergency Service • Wildfire/Bushfire; • Hazardous Material Incident; • Structural Fire	Lead Agency to determine exercise topic/scenario
October 2018	Banana Shire Council • Evacuation Centre	Practical Xcise - Establishment and set up of evacuation centre
October 2019	Queensland Police Service Terrorism; Mining Accident; Industrial Accident; Aircraft Accident; Road/Rail Accident; Civil Disruption/Riot	Lead Agency to determine exercise topic/scenario
October 2020	Banana Shire Council	Lead Agency to determine exercise topic/scenario
September 2021	Queensland Health Pandemic; Medical Epidemic; Biological/Radiological Incident; Heatwave	Lead Agency to determine exercise topic/scenario
October 2022	Department of Agriculture and Fisheries • Exotic Animal/Plant Disease	Lead Agency to determine exercise topic/scenario

The Banana Shire Local Disaster Management Plan has previously been tested as a result of activations and exercises as detailed in the following tables:



Activations	
2020	COVID-19 Coronavirus
2018	Fires – Central Queensland
2017	Flooding associated with low pressure system resulting from Ex TC Debbie
2016	Severe Weather & associated flooding and Dam releases
2015	Tropical Cyclone Marcia
2013	March 2013 – Flood & dam releases
	January & February rain events and associated Callide Dam releases
2011	April 2011 Flood
2010/11	December & January Dawson River Flooding

Exercises		Style of Exercise
2017	Practice the processing of RFA's from all levels of the QDMA.	Practical
	LDMG capacity to activate plans and arrangements in response to ammonium nitrate event	Discussion exercise
	LDMG Roles and Responsibilities	Presentation style exercise
	Risk Assessment and Mitigation	Workshop
	Building evacuation	Drill style
	Central Qld Disaster Management Collective	Workshop and hypothetical discussion
	OIGEM Forum	Workshop – share and assess disaster management arrangements
2016	LDMG – Triggers for Evacuation	Discussion Exercise
	Review & assess LDMP	Workshop
	Aerodrome Exercise	Hypothetical discussion and walkthrough
2015	LDCC Incident Management Team & Agency Liaison Officers	Seminar style Discussion Exercise
	LDMG & Sunwater	Syndicate progressive style exercise – understand roles and responsibilities
	Develop action plan – lessons learnt from TC Marcia	Workshop
2014	Local Disaster Coordination Centre	Functional Exercise
2013	Severe Weather	LDMG – Hypothetical LDCC - Functional
2012	Evaluate LDMG knowledge and capacity	Discussion Exercise

Evaluating Exercises

All exercises should have a learning focus. Learning is maximised when there is a conscious process of review to draw out the lessons learned. Review is the process of evaluating and validating the exercise. The primary method used to evaluate the exercise is a debrief, while



validation relies on a range of processes that investigate the exercise's impact in the workplace.

A debrief should be structured to; -

- Analyse the exercise to determine what went right, what went wrong and without trying to lay blame;
- Address specific questions which arise from the achievement or non-achievement of outcomes;
- Acknowledge good performance;
- Seek constructive information from those involved in the debrief;
- · Focus on improving procedures and training;
- · Record relevant information to enable reports to be compiled; and
- Summarise major points and suggest follow-up action.

An independent debrief facilitator should be appointed to conduct the debrief. The facilitator must provide a debrief report and recommended improvement action plan for LDMG endorsement.



Activation and Triggers

Timely activation, across all levels of Queensland's disaster management arrangements, is critical to an effective disaster response.

Disaster management arrangements in Queensland are activated using an escalation model based on the four levels – Alert, Lean Forward, Stand Up and Stand Down.

Disaster management group's journey through this escalation phase is not necessarily sequential. Rather, it responds to the changing characteristics of the location and event.

Activation does not mean disaster management groups must be convened but that they must be kept informed about the risks associated with the potential, evolving disaster event.

The Chairperson of the Banana Shire Local Disaster Management Group has responsibility for activating the LDMG and the Disaster Coordination Centre and determining the stage of activation required.

The decision to activate is dependent upon a number of factors including the perceived level of threat.

The following table describes the agreed activation processes for the Banana Shire LDMG.



	Triggers	Actions	Communications
Alert	Awareness of a hazard that has the potential to affect the Banana Shire area	Hazard & risks identified LDC liaises with warning agency LDC undertakes risk assessment and briefs LDMG Chairperson Determine need for commencement of publicad vice/warnings Consider implementation of guardian system to "Alert" stage Consider establishment and set up of LDCC in preparation for activation LDC contacts Gladstone DDC Initial advice to all stakeholders that LDMG activated to "Alert". LDC continues to monitor situation and advise Chairperson accordingly	LDMG members, LDCC staff and Chairpersons of LECCs will be contacted by; mail stating "LDMG/LDCC@ "Alert". The email will contain non sensitive information about the event; and SMS message advising LDMG/LDCC@ "Alert" At the discretion of the Chairperson - follow up phone calls will be made to ensure receipt of the advice Contact with the DDC will be by telephone or otherwise as determined by the LDC;
Lean Forward	There is a likelihood that the threat may affect Banana Shire area; Threat is quantified but may not yet be imminent; Need for public awareness; LDMG to manage event	LDC liaises withwarning agency – Confirm level & potential of threat and anticipated or predicted timeframes for impaction Shire/communities LDC undertakes risk assessment and briefs LDMG Chairperson Commence development of preliminary Event Action Plan & intelligence gathering Call LDMG meeting – prepare agenda and/or briefing paper Check all contact details; Commence cost capturing; LDCC established to minimal operational capacity with all necessary equipment and appropriate staffing levels identified as determined by the situation; Relevant agency LDMG members to ensure liaison officers notified of "lean forward" activation; LDC advises DDC of "lean forward" & establishes regular contact; Public warning & information initiated LDC Roster developed and other relevant staff placed on standby Recovery Sub Group activated to "Alert"	LDMG members, LDCC staff and Chairpersons of LECCs will be contacted by; memail stating "LDMG/LDCC@" lean forward – please acknowledge.". The email will contain non sensitive information about the event. All members and staff should reply to the email to confirm receipt; and SMS message advising LDMG/LDCC@" lean forward" At the discretion of the Chairperson-follow up phone calls will be made to ensure receipt of the advice Contact with the DDC will be by telephone or otherwise as determined by the LDC;
swing op	Threatis imminent Community will be (or has been) impacted; Need for coordination via LDCC; Requests for support received by LDMG agencies or via LDCC; Response requires coordination	Meeting of LDMG; LDCC activated and staffed appropriately; Risk assessment and event action plans developed Recovery Sub Group activated to "Lean Forward" LDC advises DDC of "stand up"; Commence streps to DDMG; DDMG advised of any potential requests for support; Local government shifts to disaster operations; LDCC remains operational until all requests for response assistance have been addressed and planning undertaken for transition to recovery operations.	LDMG members, LDCC staff and Chairpersons of LECCs will be contacted by; email stating "LDMG/LDCC@" stand-up – please acknowledge." The email will contain non sensitive information about the event. All persons must reply to the email to confirm receipt, and SMS message advising LDMG/LDCC@" stand-up"; At the discretion of the Chairperson - follow up phone calls will be made to ensure receipt of the advice Contact with the DDC will be by telephone or otherwise as determined by the LDC;

	Triggers	Actions	Communications
Stand Down	No further requirement for coordinated response; Community has returned to normal function; Recovery operations taking place	Implement planto transition to recovery; LDC advises DDC of intention to "stand down"; Final checks of requests to ensure all requests have been addressed; LDC to coordinate recall of participating organisations; Debrief staff in LDCC; Debrief LDMG members; Consolidate financial records; Hand overto Local Recovery Coordinator for reporting; Final situation report forwarded to DDMG	LDMG members, LDCC staff and Chairpersons of LECCs will be contacted by; "email, stating "LDMG/LDCC@" stand-down." The email will contain non sensitive information about the event. All persons must reply to the email to confirm receipt. and SMS message advising LDMG/LDCC@"stand-down"; LDMG meeting to brief members; All LDCC staff advised of debriefing arrangements LDMG members not involved in recovery operations resume standard business and after hours contact arrangements Contact with the DDC will be by telephone or otherwise as determined by the LDC;



Local Disaster Coordination Centre (LDCC)

Local Disaster Coordination Centres are either permanent or temporary facilities provided by local government, and established to support the LDMG during operations.

LDCC's operationalise LDMG decisions, as well as plan and implement strategies and activities on behalf of the LDMG during disaster operations.

The main function of the LDCC is to coordinate resources and assistance in support of local agencies and stakeholders engaged in disaster operations.

The Banana Shire LDCC will be staffed by Council employees with assistance from relevant agency liaison officers.

Council has identified via the emergency management risk assessment process that it has sufficient staff to maintain functionality of the LDCC (24/7) for approximately 2-3 days. As such, in the case of a single prolonged event or combination of multiple large scale events in quick succession, a request for assistance to the DDMG, may be required for appropriately trained relief staff.

This requirement has been communicated to the Gladstone District Disaster Management Group to enable forward planning for such requests.

Council has encouraged all agencies that may be required to provide liaison officers to the LDCC, to undertake similar assessments of their resource capability for the LDCC.

Financial Arrangements

Disaster response related finances are not normally included in the budgetary processes of Banana Shire Council. However, disaster events happen and may require the allocation of substantial funds as a consequence.

Due to the nature of many disaster situations, finance operations will often be carried out within compressed time frames and other pressures, necessitating the use of non-routine procedures; this in no way lessens the requirement for sound financial management and accountability.

Most true disaster events will be very costly to Council and should in most cases invoke the activation of either State Disaster Relief Arrangements (SDRA) or Natural Disaster Relief and Recovery Arrangements (NDRRA). With the activation of these arrangements Council will be able to claim eligible costs associated with disaster response and recovery activities.







http://www.qldreconstruction.org.au/ndrra

A Declaration of a Disaster Situation is not a pre-requisite for the reimbursement of expended funding under the Natural Disaster Relief and Recovery Arrangements and proper financial management procedures and records must be maintained by Banana Shire Council during any disaster response and/or recovery operations to ensure all relevant eligible costs can be claimed.

Each support agency is responsible for providing its own financial services and support to its response operations in the field.

In the event that support agencies activities necessitate a request for assistance to the LDMG/LDCC to source resources or supplies such agencies retain responsibility for such costs and Council will issue an appropriate invoice to the relevant agency at the earliest opportunity.

A Financial Management Functional Plan has been developed to guide financial arrangements required as part of disaster response and recovery operations.

Warning and Information Dissemination

Warning systems and information require the establishment and refining of procedures regarding their use, and the inclusion of such systems in public education and awareness programs to inform the community of such systems.

The Local Disaster Management Group has an important role in ensuring the notification and dissemination of information and warnings to elements of the community that fall within the responsibility of LDMG members.

Dissemination of information and warnings is not a function dependant on activation of the LDMG; rather it is automatically the responsibility of LDMG Executives and members, regardless of the status of activation of the LDMG

Local Warnings and Information

At a local level, the release of information to the community regarding the emergency, and associated threats, will be the responsibility of the Local Disaster Management Group. This will generally be done by the Chairperson of the LDMG or in conjunction with representatives of lead agencies and/or support agencies.

Disaster related information will be communicated at the local level, to the community by means determined by the Local Disaster Coordinator/LDMG, as per the Disaster Management – Public Warning and Advice Strategy. The process for the notification and dissemination of warning products is not a function dependent upon the activation of the LDMG; rather it should be automatically implemented where necessary regardless of the status of activation of the LDMG.

Where appropriate, information and warnings may also be distributed through the Local Disaster Coordination Centre when activated.

Partner agencies that also provide public information and warnings in the event of an emergency or disaster include;



Queensland Fire and Rescue Service – coordinates media and public information regarding fire, chemical or gas emergency situations.

Department of Environment and Heritage Protection – provides clear, accurate information about an animal/plant disease emergency and its implications and the progress of control or eradication procedures.

Bureau of Meteorology (BOM) - provides cyclone, flood (flood alert, flood watch and flood advice), severe storm (including thunderstorm), tsunami, land gales and severe bushfire weather advices.

Department of Premier and Cabinet - where the State-wide management of a terrorist incident is required.

Queensland Police Service - has responsibility for providing information about a locally managed terrorist incident.

District Disaster Coordinator – advises detail of mandatory evacuations and declarations under the *Disaster Management Act 2003*, relating to any disaster event.

Queensland Health - for information regarding a public health epidemic or heat wave.

Sunwater – advice and warnings via SMS to residents downstream of Sunwater owned/operated dams

Banana Shire Council – for local information on road closures, traffic routes, advised or voluntary evacuations, evacuation centres, welfare centres, debris clean-up and all matters relating to the activation of the LDMG and LDMP.

Emergency Alert System

The Emergency Alert is a national telephone warning system that provides Australian emergency authorities with an enhanced ability to warn the community in the event of an emergency. The warning system is another tool available for organisations to issue emergency warnings. Emergency Alerts will be issued via landline and mobile telephones.

EA will provide the capability to send warning messages to individuals within a particular area. Each use of the system is known as a Campaign.

LDMG's may request the use of the Emergency Alert System via a request to the State Disaster Coordination Centre (SDCC).

Messages will:

- Warn targeted areas of the Queensland community of imminent and severe threats from fire, chemical and natural weather or geological events.
- Direct those warned, to other sources of information and/or direct them to move away from an imminent hazard or threat.

The system will:



- Define an emergency incident area on a map, known as a Campaign Area, by utilising a Geographic Information System (GIS) product to locate and draw the incident area polygon.
- Identify the phone services located within that polygon area by querying the LBNS;
- Send a voice message of up to 35 seconds in duration to all identified landline telephone services. N.B. longer messages can be sent but will cost more and may degrade the message delivery time;
- Send a text message of up to 160 characters to all identified mobile phone services; and
- · Report on the delivery of these messages.

Management of EA

The management of Emergency Alert in Queensland will be by the Queensland Fire & Emergency Services - Emergency Management (QFES).



 $\frac{http://www.disaster.qld.gov.au/dmp/Archive/Documents/Queensland\%20Emergency\%20Aler}{t\%20Guidelines.pdf}$

Standard Emergency Warning Signal (SEWS)

In 1999, an agreement was reached between all States and Territories on the need for a Standard Emergency Warning Signal (SEWS) to be used in assisting the delivery of public warnings and messages for major emergency events.

The States and Territories further agreed to accept responsibility for the preparation and implementation of procedures related to the use of SEWS in each jurisdiction and to develop and conduct appropriate public awareness programs.

Function of Sews

SEWS is intended for use as an alert signal to be played on public media to draw listeners" attention to a following emergency warning. It is meant to attract listener's attention to the fact that they should take notice of the emergency message.

Management of SEWS



Responsibility for the management of SEWS in Queensland rests with the Executive Officer of the State Disaster Management Group (SDMG), in coordination with the Queensland Regional Director of the Bureau of Meteorology (B0M) for meteorological purposes.



http://www.disaster.qld.gov.au/dmp/Archive/Documents/Standard%20Emergency%20Warning%20Signal%20SEWS.pdf

Media Management

During a disaster it is critical that the public information provided to the media is consistent across all levels of the QDMA.

To ensure the release of appropriate, reliable and consistent information, consideration should be given to;

- Joint media conferences being held at designated times involving key stakeholders including the Mayor as Chair of the LDMG where geographically feasible; and
- Key spokespersons should be senior representatives of the LDMG agencies involved in the event.

Media management issues and requirements are further outlined in the Public Information and Warnings Functional Plan.

Evacuation and Sheltering

Evacuation is a hazard mitigation strategy and a risk reduction activity that lessens the effects of a disaster on a community. It involves the movement of people to a safer location and their subsequent safe return. Evacuation planning is essential to ensure it is implemented as effectively as possible.

An evacuation involves five stages as shown in the following figure:



Decision to evacuate

Decision makers analyse event intelligence and assess the necessity to evacuate people exposed to a range of hazards.

Warning

Disaster event conditions and appropriate actions required are conveyed to the public.

Withdrawal

Exposed people are moved from a dangerous or potentially dangerous area to a safer location.

Shelter

Refuge and basic needs for evacuees are provided in evacuation facilities and safer locations.

Return

The disaster area is assessed and managed, with a planned return of evacuees.

Evacuation may be undertaken in the following ways:

- Self-evacuation this is the self-initiated movement of people to safer places prior to, or in
 the absence of official advice or warnings to evacuate. Some people may choose to leave
 early even in the absence of a hazard but based on a forecast. Safer places may include
 sheltering with family or friends who may live in a safer building or location. Self-evacuees
 manage their own withdrawal including transportation arrangements. People are
 encouraged to evacuate early if they intend to do so;
- Voluntary evacuation also known as recommended evacuation is where an evacuation advice has been issued, with people strongly encouraged to consider enacting their own evacuation plans. Voluntary evacuees also manage their own withdrawal;
- Directed evacuation also known as compulsory evacuation is where a relevant government agency has exercised a legislated power that requires people to evacuate.

An Evacuation Committee has been established by the LDMG to oversee planning for evacuations within the Banana Shire. This committee is chaired by a member of the Queensland Police Service.

Logistics

Logistics relates to the planning, implementation and coordination of details of an operation and includes the sourcing, procurement, supply and maintenance of equipment and other resources including personnel and transport.

Logistics by necessity requires the detailed management of an organization's operations. Successful strategic logistical management requires the effective use of resources to accomplish relevant goals and carry out associated actions in the most efficient manner.

The proper and timely acquisition of supplies or other resources during a disaster is critical to the efficient response to and recovery from the event.



Resource management, particularly of material resources, is an area which can cause extreme problems in the response to a major event, unless processes are developed to manage the issue. Convergence will occur – this is the situation where resources both requested and otherwise, will start to arrive en-masse in the affected area.

Banana Shire LDMG has developed a Logistics Functional Plan to manage the receipt and delivery of appropriate supplies, in good condition, in the quantities required and at the places and time that they are needed during disaster events.



Emergency Supply

Emergency supply is the acquisition of items and resources to assist in the protection of the community or its assets in the preparation for a disaster or during the immediate aftermath of a disaster with the provision of resources that the Local Disaster Management Group is not able to secure through the established logistics plan.

The emergency supply process is generally conducted through the existing request for assistance (RFA) process via the LDCC to the District Disaster Management Group.

Resupply Operations

The size and geographic diversity of Queensland, the dispersion of its communities and the nature of the potential hazards makes it probable that many communities will be temporarily isolated at times by the effects of those hazards.

Resupply operations are not intended to ensure retailers can continue to trade nor are they a substitute for individual and retailer preparation and preparedness. Resupply operations are expensive and logistically challenging and must be considered as a last resort.

There are three distinct types of resupply operations traditionally undertaken in Queensland:

- Resupply of isolated communities;
- Isolated rural property resupply;
- Resupply of stranded persons.

Resupply operations are required to be conducted in accordance with the Queensland Government Resupply Guidelines.





http://www.disaster.qld.gov.au/dmp/Archive/Documents/Queensland%20Resupply%20Guide lines.pdf

Banana Shire LDMG has developed a Resupply Functional Plan and procedures, consistent with the Queensland Government Guidelines, to guide resupply operations for the Banana Shire.



Offers of Assistance

Following disaster events, the public in Queensland, across Australia and on some occasions overseas, generously offer assistance to affected individuals and communities in the form of financial donations, volunteering and goods and services.

These offers of assistance provided significant support to those affected by disaster events and aids local businesses and the wider community to recover.

Banana Shire LDMG has developed a Management of Donated Goods Functional Plan to manage such offers.



Recovery

The need for recovery may arise from a range of disasters, often providing an opportunity to rebuild a stronger, more resilient community.

Planning for recovery is integral to preparing for emergencies; it is not simply a post-disaster consideration.



Recovery begins with planning for and responding to a disaster and continues until after the affected community is able to manage on its own.

Banana Shire LDMG has implemented a Local Recovery Group to oversee recovery operations within the Shire, chaired by an appointed Local Recovery Coordinator.

A local recovery functional plan has been developed to guide local recovery operations.



Chapter 4 - Response

Response Arrangements

The Disaster Management Act defines response as the taking of appropriate measures to respond to an event, including action taken and measures planned in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support.

The aim of response operation is to save lives, protect property and make an affected area safe. Accordingly, response is the operationalisation and implementation of plans and processes and the organisation of activities to respond to an event and its aftermath.

It includes:

- Timely activation of the Banana Shire Local Disaster Coordination Centre;
- Utilising all available resources to ensure timely and reliable information is provided to the community;
- Coordinating resources to respond to the disaster event.

Section 4A (Guiding Principles) of the Act stipulates that Local Government should primarily be responsible for managing events in their local government area.

The *Disaster Management Act 2003* Section 15 defines disaster operations as activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, including, for example, activities to mitigate the adverse effects of the event.

The Banana Shire Local Disaster Management Group recognises that the response to a disaster event:

- Incorporates all those actions that help reduce loss of human life, illness or injury to humans, property loss or damage to the environment;;
- May commence prior to the impact of an event, if advance warning is given and known;
- Concludes once the risks of loss of human life, illness or injury, property loss or damage, or damage to the environment are reduced to an acceptable level.



The need for disaster recovery may arise from a range of disaster events, including natural and non-natural disasters such as floods, cyclones, bushfires, acts of terrorism and major health emergencies, as well as animal and plant diseases.

Activation of Local Response

Timely activation of the LDMG is critical for an effective response to an event. The decision to activate is dependent upon a number of factors including the perceived level of threat.

The Chairperson of the Banana Shire Local Disaster Management Group has responsibility for activating the LDMG and the Disaster Coordination Centre and determining the stage of activation required.

The following schematic provides a correlation between the phases of disaster operations and levels of activation:

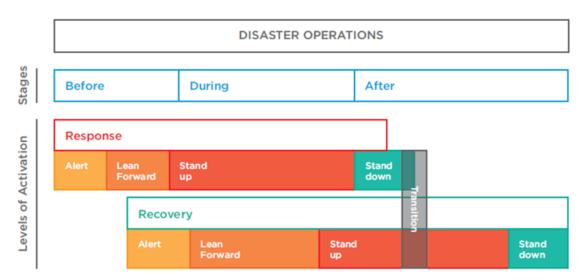


FIGURE 5.1
The above Diagram shows the correlation between disaster response and recovery phases, levels of activation and stages of operations during a disaster operation.

District Response

The District Disaster Coordinator is responsible for activating the District Disaster Management Group. This would generally occur following consultation with one or more of the following:

- Chairperson of an affected LDMG;
- A member of the DDMG;
- The Chairperson of the QDMC.

State Response

Activations may escalate up from an LDMG through Queensland's disaster management arrangements (e.g. where the LDMG requires additional resources and support) and also escalate down from the QDMC where the disaster event has a broader implication across the State.



Australian Response

The Attorney-General's Department, through Emergency Management Australia, is the responsible agency for coordinating assistance to the states and territories, through the provision of non-financial assistance or defence assistance.

The Australian Government Disaster Response Plan, known as COMDISPLAN, governs federal non-financial assistance to Australian states and territories in an emergency or disaster.

When the total resources (government, community and commercial) of an affected state or territory cannot reasonably cope with the needs of the disaster or emergency the relevant official within the QDMC can seek non-financial assistance from the Australian Government under the COMDISPLAN.

Defence Assistance to the Civil Community

Sometimes local based Australian Government resources may be deployed without the need to activate COMDISPLAN.

This may include the provision of Defence Assistance to the Civil Community (DACC) which is activated for a set period under local arrangements.

The principle applied to the provision of emergency DACC is that the Australian Government may make its resources (including defence assets) available in situations where state and territory authorities do not have the capacity or capability to manage a disaster or emergency.

The three categories of DACC assistance utilised within disaster operations are:

- Category 1 Local Emergency Assistance;
- Category 2 Significant Emergency Assistance;
- Category 3 Emergency Recovery Assistance.



Hazard Specific Activations

Where a disaster event requires the activation of hazard specific arrangements based on the lead agency's legislated and/or technical capability and authority, the broader disaster management arrangements may be activated to provide coordinated support to the hazard specific arrangements (e.g. bushfire, exotic animal disease etc.).

Coordination, Control and Cooperation

Control of the disaster response is the responsibility of the relevant lead agency.



Support required by the lead agency, upon implementation of this plan will be coordinated by the Local Disaster Coordinator on behalf of the LDMG. Coordination will occur, through the Local Disaster Coordination Centre, if activated.

Local Disaster Coordination Centre Arrangements

A basic requirement of Disaster Management response is a well-equipped coordination centre capable of being made operational at short notice and having the capacity to accommodate all relevant personnel.

The Banana Shire Local Disaster Coordination Centre (LDCC) is located at;

Banana Shire Council Chambers 62 Valentine Plains Road Biloela QLD 4715

Should the Council Chambers become unusable for any reason the secondary location will be the Banana Shire Council Library, Grevillea Street Biloela.

Telephone numbers for public contact with the Local Disaster Coordination Centre will be advertised upon activation of the LDCC.

The Local Disaster Coordinator has overall responsibility for the establishment and operation of the LDCC.

A Local Disaster Coordination Centre Functional Plan has been developed to outline the operational requirements and processes within the LDCC.



The main aim of the LDCC is to coordinate resources and assistance in support of local agencies and stakeholders who are engaged in disaster operations. The primary functions of a LDCC revolve around three key activities;

- 1. Forward Planning;
- 2. Resource Management; and
- 3. Information Management

In particular, the LDCC is responsible for the:

• Analysis of probable future requirements including preliminary investigations to aid the response to potential requests for assistance;



- Implementation of operational decisions of the Local Disaster Coordinator;
- Advice of additional resources required by local government to the DDMG;
- Coordination of allocated state and Australian government resources in support of local government response;
- Provision of prompt and relevant information across local, district, and state levels concerning any disaster event.

LDCC Staffing

Management of an event from the LDCC will follow the principles of the Australian Inter Service Incident Management System (AIIMS).

The LDCC will be staffed by Council employees with assistance from relevant agency liaison officers. All staff within the LDCC are required to undertake training as a minimum:

- 1. in accordance with the requirements of the Queensland Disaster Management Training Framework; and
- 2. training in the Guardian control system employed by Council within the LDCC.

Communications within the LDCC

Communication (in the broader sense of the word) is vital for the LDCC. It is more than having communications equipment available to the people who are operating in the LDCC. Rather, its importance lies in the fact that information can be efficiently and accurately passed between people and agencies.

An emergency/disaster has the potential to put extreme pressures on this process. This could be through the need to cope with excessive volumes of information, or the fact that the consequences of information transactions may be acute or even life threatening. There may be severe time pressures or even large scale equipment failures.

Guardian System

The Guardian information management software package is utilised in the Local Disaster Coordination Centre and manages all aspects of information management as required.

Situation reports and requests for assistance to the DDMG can be developed within guardian with the ability for the DDMG and SDMG to view such documents.

Agency Command and Control

Each control authority and support organisation, whose agency is active during a disaster event, will ensure that their agency establishes a capacity to command and control their agency's resources and actions.

Incident Management Teams (IMT) and agency incident control centres and/or forward command posts may be established by such agencies in accordance with their own operating procedures. Agency IMT's will then report to the Local Disaster Coordination Centre and all



agencies should ensure that their staff are trained and aware of the Queensland Disaster Management Arrangements in order to avoid confusion between the two.

Lead agency's for relevant hazards or events as identified in this plan are responsible for leading, commanding and controlling the response to those particular events with support provided via the Local Disaster Coordination Centre. In doing so, lead agency's will advise the Local Disaster Coordinator of;

- their agency command and control structure and relevant contact details;
- establishment of agency incident control centres and/or forward command posts and relevant contact details; and
- details of any support likely to be required via the Local Disaster Coordination Centre

District Disaster Coordination Centre (DDCC)

The Queensland Police Service manages the DDCC. This centre is typically staffed by Queensland Police employees and supported by agency liaison officers from state government agencies and appropriate non-government organisations. The DDC coordinates the provision of:

- state government support to LDMG's;
- resources between LDMG's within the district;
- information to the SDCC and LDCC's.

State Disaster Coordination Centre (SDCC)

The SDCC supports the Queensland Disaster Management Committee, State Disaster Coordination Group and State Disaster Coordinator through the coordination of the state level operational response during disaster operations. The SDCC also ensure information about an event and associated disaster operation is disseminated to all levels in Queensland's disaster management arrangements.

During disaster response operations, the SDCC is the interface with the Australian Government and other states and territories, coordinating requests for assistance to DDMG's and through them to LDMG's.

Australian Government Crisis Coordination Centre (CCC)

The Australian Government CCC coordinates the Australian Government's whole of government response to major emergencies, and the disaster management policy and operations between Queensland and the Australian Government.

Declaration of a Disaster Situation

Section 64 of the Disaster Management Act confers powers for a District Disaster Coordinator with the approval of the relevant Minister, to declare a disaster situation.

It is important to note that the declaration of a disaster relates to the situational requirement for additional powers to nominated officers, and is not linked to the activation of particular disaster management groups under the Queensland Disaster Management Arrangements or the activation of disaster financial assistance arrangements.



The declaration of a disaster situation also does not impact the requirements of a local government under the Act to manage disaster operations in their area.



https://www.legislation.qld.gov.au/browse/aspassed#/act/title/d

Communications and systems for public information and warnings

Public information during the response phase of a disaster management operation provides the community with awareness of hazards and information about events and recommended actions, such as local evacuation arrangements and specific measures available for vulnerable groups (e.g. the elderly, ill and people with a disability).

The notification and dissemination of information and warnings does not rely on the activation of the local disaster management group. Rather, they are the automatic responsibility of relevant disaster management agencies, regardless of the status of activation of the local group.

Local Notification Systems

At a local level, local government is responsible for the management and operation of local warning systems and communication channels.

Public information, warning and community awareness activities should continue before, during and after an event.

Banana Shire Council has developed the following strategies to assist in promoting and contributing to community awareness and capacity:

 <u>Disaster Management Public Warning and Advice Strategy</u> to enable the identification and use of a variety of delivery mechanisms and multiple formats to ensure the community receive appropriate advice and or warnings of imminent events that may impact the region;



 <u>Pre-formatted emergency alert messages</u> and associated GIS polygons, pre-registered with the State Disaster Coordination Centre relevant to flood events;





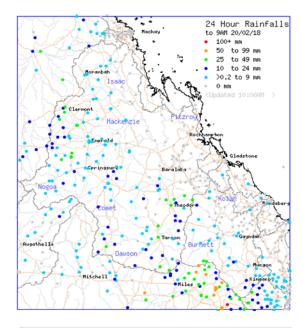
 Operational "trigger points" to assist the LDMG and Council in ensuring proactive action due to an event associated with flooding or potential flooding in the Shire;

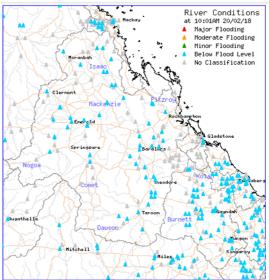


• <u>Installation of rain and river height gauges</u> to provide real time data relevant to rainfall, river and local tributary heights. Data from this system has been made available to the Bureau of Meteorology to assist them in the provision of associated flood warnings. This information is also made available for public consumption via the bureau's website.

http://www.bom.gov.au/qld/flood/widebay.shtml







• Social Media (Facebook)

Utilised to provide a summary of events, advices and warnings.





https://www.facebook.com/Banana-Shire-Disaster-Management-Information-182147428505827/

Council website – Disaster Management Dashboard

Provides up to date information in relation to weather conditions, road conditions; power outages, river heights, emergency news/advices, fire incidents, evacuation centres and preparedness information.



http://www.banana.qld.gov.au/disaster-management1

<u>Callide Creek Water Release Notifications</u>

An opt in SMS and email messaging system intended for people who reside on or own property adjacent to the Callide Creek from Biloela to Goovigen, outside of the existing notification area covered by the Dam operator.

http://www.banana.qld.gov.au/water-releases

Standard Emergency Warning Signal (SEWS)

Function of Sews

SEWS is intended for use as an alert signal to be played on public media to draw listeners" attention to a following emergency warning. It is meant to attract listener's attention to the fact that they should take notice of the emergency message

Management of SEWS

Responsibility for the management of SEWS in Queensland rests with the Executive Officer of the State Disaster Management Group (SDMG), in coordination with the Queensland Regional Director of the Bureau of Meteorology (B0M) for meteorological purposes.

Media Management During Disaster Operations

Consistent information from all levels of Queensland's disaster management arrangements is critical during a disaster event.

To ensure the release of appropriate reliable and consistent information:

- The Chairperson of the LDMG or approved delegate, will be the designated spokesperson for the group;
- Other key spokespersons shall be senior representatives of the agencies involved in the event;
- Joint media conferences will be held at designated times involving key stakeholders;



- Coordination of media conferences and announcements to avoid conflicts between state, district or local groups;
- Each agency is only to comment on its own areas of expertise or responsibility.

Emergency Relief

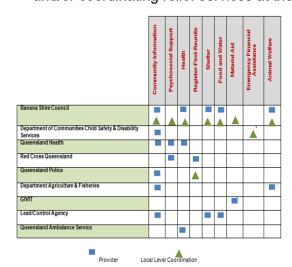
Emergency relief is a component of response activities and is the provision of essential and urgent assistance to individuals, families and communities during and in the immediate aftermath of a disaster event and includes;

- Community information;
- Psychosocial support;
- Health;
- Reconnecting families and friends (Red Cross register, Fund, Reunite);
- Shelter;
- Food and water;
- Non-food items (material aid);
- Emergency financial assistance;
- Animal welfare;
- Harnessing goodwill.

Emergency Relief Coordination

Effective relief coordination is vital to ensure that disaster affected communities are supported and receive timely and appropriate information and relief assistance and is a collaborative effort that requires coordination between community, government, not for profit and private sectors.

The following table lists organisations, agencies and departments responsible for providing and/or coordinating relief services at the local level;



1 Fodder supply 2 Personal Hardship Assistance Scheme 3 GIVIT manages all offers of donated goods & service



Initial Impact and Needs Assessment

Impact and needs assessments inform decision making for relief coordination and should be conducted as soon as possible after the onset of the disaster event.

Considering the impact and needs of affected communities early on can assist the Local Disaster Management Group and relief organisations to:

- Understand the extent of damage and indicate the types of emergency relief assistance that may be needed;
- Gain an understanding of the impacts and consequences of an emergency/disaster event:
- Help inform recovery planning, particularly the timing and types of support required by affected communities.

Every member agency of the LDMG maintains responsibility for determining the effects of a disaster event upon their operations and/or their field of community involvement.

It is the responsibility of the Local Disaster Coordinator to ensure that such assessments are coordinated and information is collated and provided to the LDMG collectively, and other relevant agencies and stakeholders as required.

Impact assessments should be undertaken in reference to the Initial Impact Assessment Operational Plan

Relief Monitoring

Relief arrangements will be coordinated via the Local Disaster Coordination Centre. As part of response operations, an event action plan will be developed as per Event Action Plan SOP, to synchronise operations and ensure that event operations are conducted in support of event objectives.

The iterative event action planning process provides the Local Disaster Coordinator and all interagency partners involved with the event, the primary tool for managing operations in response to an event including relief operations and transition from response to recovery.

An Event Action Plan is a written plan that defines the incident objectives and strategies to manage an event during an operational period. An operational period is usually a period of 24hrs from the beginning of the event, requiring extensive response operations. It is subsequently reviewed and adjusted throughout the life cycle of the event as operations require.

An event action plan will include a risk and consequence plan with an overview of response operations, including relief.

Monitoring of relief operations will be achieved through the event action plan development and review process and provision of situation reports to the District Disaster Management Group.

Evacuation

Banana Shire LDMG has established an Evacuation Sub-Group to pre-plan as far as reasonably practicable for evacuation operations.



This sub-group has developed an Evacuation Sub-plan detailing the arrangements for the implementation of an evacuation of at risk persons within the Banana Shire Local Disaster Management

whenever the LDMG adopts an "Alert" activation level in response to a hazard or potential hazard affecting the Banana Shire. Activation of the plan will result in the Evacuation Sub Group meeting to consider and plan the potential need for the movement of at risk persons to a safer location.

This early activation will enable the evacuation sub group to provide relevant recommendations and strategies to the Local Disaster Management Group and/or the Local Disaster Coordinator in a timely and efficient manner.

Evacuation Strategy

The Banana Shire LDMG Evacuation Strategy is based on the following preferences:

a. Shelter in Place

Although evacuation is considered an important element of emergency response which may be effective in many situations, there will be occasions when it may be assessed that people would be safer to stay and shelter in place.

This will of course depend on the nature of the hazard.

b. Self-Evacuation

Is where an individual makes the decision to self-evacuate based upon their perceived risk of the threat, to a safer location outside of the at risk area (i.e. friends and relatives or commercial accommodation such as hotel/motel). In such instances the LDMG would request that persons self-evacuating, register with or advise the LDMG of their decision.

c. Voluntary/Advised Evacuation

Is where a decision to evacuate has been made by the appropriate authority but legislation is not used. The intention is to remove all vulnerable elements from the risk and is reliant upon the community obeying instructions.

This would be the method predominantly used by the LDMG based on information available advising of a potential threat, as there is no legislative authority for an LDMG to invoke an evacuation.

This process of evacuation of at risk persons may be authorised and implemented by the Local Disaster Coordinator of the LDMG.

d. Directed Evacuation

A directed evacuation involves the use of legislation to direct the removal of the "at risk" community.

A directed evacuation requires the approval of the District Disaster Coordinator upon recommendation by the Local Disaster Coordinator. Upon receipt of a recommendation for a directed evacuation from the Local Disaster Coordinator or following consultation between the DDC and the Local Disaster Coordinator, the DDC will seek the approval of the relevant Minister for the declaration of a disaster situation in accordance with the provisions of the Disaster Management Act 2003.



Stages of Evacuation

There are five stages to an evacuation:

1. **Decision to Evacuate** – decision makers analyse event intelligence and assess the necessity to evacuate people exposed to a range of hazards.

In determining the need for evacuations consideration needs to be given to the LDMG identified evacuation strategy; the specific circumstances of the event; and include the need for mobilisation and deployment of resources.

Issues to consider and assess include:

- Advice from relevant authorities on the severity, arrival time and potential impact area;
- The applicability of predetermined vulnerable zones and modification of existing or development of additional maps as required;
- The time required to complete the evacuation and the lead time available. Is evacuation achievable, safe and the most suitable option?
- What type of evacuation is necessary; voluntary, directed? Is shelter in place a safer alternative?
- The capacity of proposed evacuation routes to support rapid egress by pedestrian and / or vehicular traffic given the specific event related conditions.
- The suitability of proposed shelter and / or assembly points, including the ability to establish them quickly and sustain them for the duration of the event.
- Specific transportation requirements;
- If special needs populations and facilities have been planned for?
- If the appropriate resources are available to effectively manage the evacuation?

As the process of evacuation carries a level of risk to evacuees and emergency response agencies, the decision to evacuate needs to be based on a proper assessment of all the risks and the availability of alternative public protection measures.

2. Warning – disaster event conditions and appropriate actions required are conveyed to the public.

When at risk areas and the location of safer areas have been determined, the decision to evacuate at risk members of the community can be made. This information needs to be communicated to the community.

An evacuation warning must be structured to provide timely and effective information. The effectiveness of the evacuation will largely depend on the quality of the warning process. Factors which may influence the effectiveness of the warning include time, distance, visual evidence, threat characteristics and sense of urgency demonstrated by the emergency services



For example, the more immediate the threat, the greater the readiness of people to accept and appropriately react to the warning.

3. Withdrawal – exposed people are moved from a dangerous or potentially dangerous area to a safer location.

The process of withdrawal involves the physical and coordinated movement of exposed persons to safer locations.

Withdrawal requires careful, comprehensive and coordinated planning to support the movement of all exposed persons in a timely manner and to reduce public anxiety and traffic congestion. More specifically, the strategy for withdrawal comprises:

- Evacuation routes (including assembly points and signage);
- Traffic management;
- Transport;
- Security
- 4. Shelter refuge and basic needs for evacuees are provided in evacuation facilities and safer locations

Shelter is the fourth stage of the evacuation process and involves provision of the basic needs for affected people away from the immediate or potential effects of the hazard.

Shelter provides for the temporary respite of evacuees. It may be limited in facilities, but must provide protection from the elements as well as accommodate the basic personal needs which arise at an individual level in an emergency.

Whilst Banana Shire LDMG has identified a number of facilities throughout the region, that may be utilised as evacuation centres these facilities should be utilised for accommodation purposes only as a **last resort**.

Where a hazard may be threatening to impact on a community and an evacuation is not required, individuals are responsible for deciding whether to shelter in place or find alternative accommodation away from the exposed area.

This decision should be based on:

- The current situation (tune into warnings; log on to council website and listen out);
- Their specific needs and priorities;
- Their family and neighbour's needs;
- Their location.

People who are capable of moving away without assistance are encouraged to relocate outside of the exposed area.

5. Return – the disaster area is assessed and managed, with a planned return of evacuees.

The return of evacuees to their homes requires careful planning to ensure the process is well managed and coordinated.



The evacuation process does not end when the hazard has passed as it is critical that people return home in a safe manner with as much support and assistance as possible.

When return is not immediately possible, recovery services to facilitate short term and longer term temporary accommodation solutions for displaced community members need to be implemented.

The return process may include:

- Return to the area by emergency services and work teams only;
- Partial return to only some areas of the evacuated area;
- Temporary return during daylight hours only.

Assessment of the disaster area will be required to determine if return is possible and identify any special conditions which may need to be imposed. Assessment should include:

- > The presence of the hazardous condition;
- > The possibility of the hazard recurring;
- > The safety of buildings and accommodation structures;
- > The safety and availability of transport facilities and equipment;
- Efficiency of utilities (power, water, sewerage, communications);
- > Risk to public health;
- > Security of damaged areas;
- Evacuees mental state and physical health;
- > Availability of support services;

Logistics

Context and Assumptions

Logistics relates to planning, implementation and coordination of details of an operation and includes the sourcing, procurement, supply and maintenance of equipment and other resources including personnel and transport.

Logistics by necessity requires the detailed management of organisations operations. Successful strategic logistical management requires the effective use of resources to accomplish relevant goas and carry out associated actions in the most efficient manner.

Logistics management activities typically include inbound and outbound transportation management, warehousing, materials handling, order fulfilment, inventory management and supply/demand planning.

Inbound logistics refers to the transport, receiving, storage/warehousing and delivery of goods required for an operation.

Outbound logistics refers to the same for goods being returned or no longer required as part of an operation.



The proper and timely acquisition of supplies or other resources during a disaster is critical to the efficient response to and recovery from the event.

Emergency Supply

Emergency supply is the acquisition of emergency supplies and services in support of disaster operations.

When a disaster management group requires logistical support and/or resources to meet operational requirements that are beyond local capacity and capability, they shall seek assistance through a formal request for assistance (RFA) to the District Disaster Management Group.

Managing requests for assistance

The logistics function within the local disaster coordination centre plays a central role in managing RFA's and are responsible for the submission of requests for assistance to the district group.

Resupply Operations

The size and geographic diversity of Queensland, the dispersion of its communities and the nature of the hazards likely to affect those communities guarantee that, at some time, some communities will be temporarily isolated by the effects of one or more of those hazards.

When this occurs, the hardships imposed upon the communities concerned could require responses from the Queensland Government.

As a result, the Queensland Government has developed the Queensland Resupply Guidelines to provide guidance to Local Disaster Coordinators (LDCs), District Disaster Coordinators (DDCs), government departments, statutory organisations and communities on the conditions and procedures that will be applied by Queensland Fire & Emergency Services) when planning and conducting resupply operations.

The supply of essential goods to individuals will fit within three distinctly different categories:

Isolated Community resupply:

This type of resupply operation is used when the persons residing in that community have ready access to retail outlets however the retail outlet is unable to maintain the level of essential goods required due to normal transport routes being inoperable as a result of a natural event or events;

Isolated Rural Properties Resupply:

For the purposes of the guidelines isolated rural properties are groups of individuals that are isolated from retail facilities due to normal transport routes being inoperable as a result of a natural event or events. This may include primary producers, outstations or small communities that have no retail facilities;

Resupply of Stranded Persons:



This type of resupply operation is undertaken to provide essential goods to individuals that are isolated from retail facilities and are not at their normal place of residence. This normally pertains to stranded travellers and campers.

The aim of the Resupply Guidelines is to ensure that communities are not disadvantaged by isolation. The Queensland Government will pay the additional transport costs to deliver essential items to isolated communities. This is to ensure communities have essential items for survival, and are not economically disadvantaged by additional transport costs in such circumstances.

Although the Government's responses will aim at alleviating such hardships to a reasonable extent, individuals and communities should not become reliant on such responses, and should make every effort to become self-sufficient in all their needs in case they become isolated.

Individual and Community Preparation

Most events that isolate Queensland communities occur on a seasonal basis and their effects upon surface access routes can be predicted with reasonable accuracy.

Communities which are likely to be affected by such events are expected to prepare well in advance for both the event and the expected period of isolation.

These preparations include:

- a. Stocking up on sufficient foods, medicines and other foods they would need to sustain themselves for the expected period of isolation;
- Checking with their local Australia Post manager/contractor to ascertain arrangements for the delivery/collection of mail during isolation periods; arranging suitable access to tuition for school children and maintaining contact with neighbours and friends;
- c. Relocating stock from threatened areas and preparing fodder stockpiles to last them through the expected period of isolation;
- d. Making arrangements to extend lines of credit with local suppliers, or establishing lines of credit with other supply centres if local arrangements cannot be made, so that they can obtain sufficient goods to last them through the expected period of isolation;
- Providing as much protection as possible for the stockpiled goods to prevent them either being damaged and rendered unusable by the impact of the hazard, or spoiling because of the length of storage time; and
- f. Having sufficient fuel stocks for generators, machinery, vehicles and aircraft.

Communities / individuals should also ensure that their Local Disaster Management Groups are provided with accurate details of the location of their property and / or landing strip / helipad using Global Positioning System (GPS) latitude and longitude data to assist possible resupply operations.

Potential hazards near likely landing areas, including power and phone lines, or tall objects should also be identified and communicated.



The Banana Shire Local Disaster Management Group resupply operations will be conducted in accordance with the Resupply Functional Plan and procedures.

Financial Management

LDMG financial management will be as per the Financial Management Functional Plan.

Disaster related finances are not normally included in the budgetary processes of Councils or other responding agencies. However, disaster events happen and may require the allocation of substantial funds as a consequence.

Due to the nature of many disaster situations, finance operations will often be carried out within compressed time frames and other pressures, necessitating the use of non-routine procedures; this in no way lessens the requirement for sound financial management and accountability.

It is important to remember that a Declaration of a Disaster Situation is not a pre-requisite for the reimbursement of expended funding under the NDRRA.

Other Agencies/Organisations

Each support agency/organisation is responsible for providing its own financial services and support to its response operations in the field and compliance with its own financial policies and procedures.

Agency liaison officers within the local disaster coordination centre are responsible for coordinating RFA's applicable to their agency. Agency RFA's are provided by the agency liaison officer to the LDCC logistics cell for actioning.

Operational Reporting

Situational awareness at all levels of Queensland's disaster management arrangements enables informed operational decision making.

This situational awareness is provided by specific event reporting procedures activated during disaster management operations.

Situation Reports are a universally accepted method of communicating the current and forecast situation during a disaster event to key stakeholders.

A situational report is brief, updated regularly and outlines the details of the disaster, requirements, and the response undertaken.

Local Level Situational Reporting

During operational activity the LDMG (via the LDCC) is responsible for the preparation and distribution of Situation Reports to the DDMG and other relevant local stakeholders as determined by the Local Disaster Coordinator.

To do this, LDMG's will need regular and accurate information from operational areas to inform operational responses, forward planning and the contents of the sitrep.

The timing of sitreps will be determined by the DDMG.



Agency liaison officers within the local disaster coordination centre are required to report on the status of their agency's involvement in disaster operations by meeting the reporting requirements of both the local disaster coordination centre and their agency.

Debrief

A debrief must be organised at the conclusion of local response operations. Debriefs can take varying forms and have different purposes.

Hot Debrief

A hot debrief is conduced immediately after response operations conclude. Participants share learning points while their response experiences are fresh.

For lengthy response operations, multiple hot debrief may be conducted at suitable intervals to identify issues and develop solutions for immediate implementation.

Post Event Debrief

A post event debrief is conducted days or weeks after a response operation concludes, when participants have had time to reflect on and consider the effectiveness of the operation.

All agencies must have an articulated debrief plan and outline options for employee assistance in line with their respective agency's human resources policy.

Disaster Management Systems

Local System

Collaboration and interoperability are essential foundations for effective disaster management.

Banana Shire Council utilises the Guardian Control Centre software system within its local disaster coordination centre.

Guardian facilitates the management of a multiagency response to a disaster of any scale. It has the capability to enable local disaster coordination centre staff to receive requests for assistance and information related to a disaster event,

record these requests and information, and allocate tasks to various agencies.

Guardian can also connect LDCC's to district and state coordination centres. Bulletins and requests for assistance to the DDMG can also be managed through the platform in a streamlined manner.

District System

District Disaster Management Groups and disaster coordination centres utilise the Disaster Incident Event Management System (DIEMS).

DIEMS provides support to Queensland Police Service and partner agencies in the management of disaster and major events.

DIEMS is an internal state-wide Queensland Police Service application that is scalable and provides interoperability with other Queensland emergency services agencies as well as interstate and federal law enforcement agencies.



State System

The State Disaster Coordination Centre Event Management System (EMS) provides a scalable and fit for purpose system to coordinate and manage information about a potential or actual disaster event and to enable the effective and efficient response of frontline state resources and agencies.



Chapter 5 – Recovery

Recovery is defined as the taking of appropriate measures to recover from an event, including the action taken to support disaster affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic and physical wellbeing, and the restoration of the environment.

The primary aim of recovery is to assist the affected community to regain a proper level of functioning following a disaster both initially and in the long term (Queensland Audit Office 2004).

Community recovery from disasters can be a complex and often lengthy process with different communities recovering at different rates.

The best outcomes are achieved by ensuring recovery strategies align with community need and are led by the affected community.

Local Disaster Management Groups – Arrangements for Recovery

LDMG's are responsible for leading recovery efforts post disaster and must assess the need for a coordinated, ongoing recovery operation during and/or at the conclusion of the response phase.

Accordingly, LDMG's are responsible for ensuring recovery arrangements, in consultation with the community, are prepared for, planned for and implemented.

District Disaster Management Groups – Arrangements for recovery

District Disaster Management Groups should ensure recovery arrangements are prepared for, planned for and implemented to support the Local Disaster Management Groups in their district.

State Level

At the State level, recovery planning for a specific disaster is undertaken under direction from the Queensland Disaster Management committee and guidance from the State Recovery Policy and Planning Coordinator (SRPPC).

Depending on the scale and scope of the disaster, and in consideration of local and district recovery planning and operations, the SRPPC, through the Queensland Reconstruction Authority, will develop a recovery plan to manage and coordinate recovery operations for disaster events.

The SRPPC will lead this planning in consultation with state functional recovery groups, other relevant state government agencies, the impacted councils and Local Disaster Management Groups and the Local Government Association of Queensland.

Aim of Recovery

Recovering from an event includes the following:

 providing relief measures to assist persons affected by the event who do not have resources to provide for their own personal wellbeing;



- restoring essential infrastructure in the area or areas affected by the event;
- restoring the environment in areas affected by the event;
- providing personal support to individuals affected by the event, including temporary hospital accommodation, emergency medical supplies, material assistance and counselling services; and/or
- supporting community development activities to restore capacity and resilience.

As part of Queensland's disaster management arrangements, disaster management groups are responsible for disaster recovery operations in collaboration with identified functional lead agencies. Recovery arrangements need to be flexible to best suit local needs, and to use resources effectively. Recovery arrangements also need to:

- acknowledge that recovery is a complex social and developmental process rather than just remedial in nature;
- recognise that recovery should be consequence-driven and presents an opportunity to support the community to improve beyond what existed pre disaster; and
- support community self-determination and participation in the recovery process.

Effective recovery requires an integrated, multi-disciplinary approach to needs analysis, community engagement, planning and service delivery. Coordinated effort by all agencies involved in recovery is required.

Local Recovery – Management Structure

Local Government

Recovery services should, to the extent possible, be managed at the local level.

Recovery commences as soon as possible after the disaster event and includes activities and services needed to restore the emotional, social, economic and physical well-being of an affected community

For this purpose a local Recovery Functional Plan has been developed as part of this LDMP.

The Recovery Functional Plan identifies the establishment of a Local Recovery Group and relevant structure to cover the five functions of recovery.

Local Recovery Coordinator

The LDMG may determine that it is necessary to appoint a Local Recovery Coordinator (LRC) to coordinate recovery at the local level. The LRC is appointed by the Chair LDMG.

The person appointed as the LRC should not be the same person appointed as the Local Disaster Coordinator. The LRC and LDC should liaise regularly during disaster operations.

The role of a LRC is to chair the local recovery group, liaise with functional lead agency representatives and work with identified agencies and the community to develop the specific operational recovery strategy.



In addition the Local Recovery Coordinator reports on the progress and ongoing needs of the community to the Local Disaster Management Group.

Requests for Assistance

In the event that local resources are insufficient to deal with the recovery process a request may be made to the District Disaster Management Group (via Local Disaster Management Group) for additional resources and/or assistance.

It is important that any assistance provided to the community empowers them to recover themselves and does not take away individual autonomy. It should provide them the necessary tools to assist them in their endeavours to return back to normality.

In short, the recovery aims of the Banana Shire Local Disaster Management Group include:

- To ensure accurate and timely assessments of damage and recovery needs;
- To ensure critical infrastructure and essential services are returned to normal operations as soon as possible;
- To facilitate provision of welfare and assistance to residents and visitors in a fair and equitable manner that assists them to assist themselves;
- To encourage the business community to resume trading as soon as possible by developing and implementing their own business continuity plans;
- To facilitate the rehabilitation of the environment wherever possible;
- To identify opportunities during recovery to enhance the sustainability, safety and resilience of the Banana Shire community

District

District Recovery Committees are necessary because many of the services required in recovery management are administered or delivered on a District basis.

Gladstone District Disaster Management Group should ensure that recovery arrangements are prepared for, planned for and implemented to support the Banana Shire Local Disaster Management Group.

Representatives of the five functional State lead agencies for recovery should be members of the Gladstone DDMG to ensure that recovery operations are included in overall disaster management activities at the district level.

Arrangements and strategies to coordinate support for recovery operations should be reflected in the Gladstone District Disaster Management Plan.

Functional lead agencies should put in place arrangements at the district level that achieve their functional responsibilities for recovery at the district/local level. This may include development of function specific recovery plans and standing committees.



Recovery Functions

As recovery is a complex and potentially protracted process, to assist with overall and effective coordination, aspects of recovery are conceptually grouped into five functions:

Human and Social Recovery: includes personal support and information, physical health and emotional, psychological, spiritual, cultural and social well-being, public safety and education, temporary accommodation, financial assistance to meet individual needs and uninsured household loss and damage.

The functional lead State agency for human-social recovery is the Department of Communities, Disability Services and Seniors

At the local level, arrangements will be coordinated through the LDMG Human-Social Recovery Sub Group.

Economic Recovery: includes renewal and growth of the micro economy (within the affected area), the macro economy (overall economic activity of the State), individual and household entities (e.g. employment, income, insurance claims), private and government business enterprises, industry, assets, production and flow of goods and services.

The functional lead State agency for economic recovery is the Department of State Development, Manufacturing, Infrastructure and Planning.

At the local level, arrangements will be coordinated through the LDMG Economic Recovery Sub Group.

Environmental Recovery: includes restoration and regeneration of biodiversity (species and plants) eco-systems, natural resources, environmental infrastructure, amenity/aesthetics, culturally significant sites and heritage structures. It also includes management of environmental health, waste, contamination, pollution and hazardous materials.

The functional lead State agency for environmental recovery is the Department of Environment and Science.

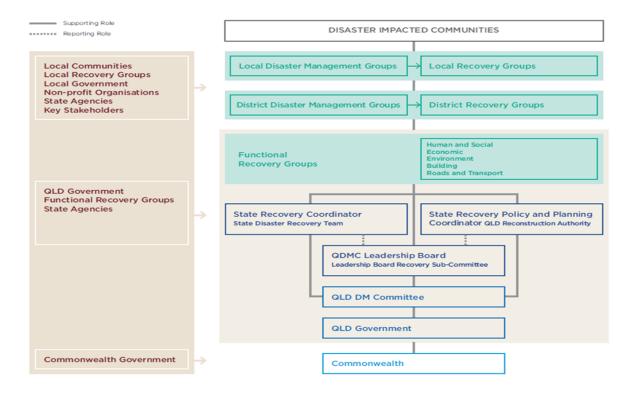
At the local level, arrangements will be coordinated through the LDMG Environment Recovery Sub Group.

Roads and Transport Recovery: includes repair and reconstruction of transport systems and services (i.e. road, rail, air, marine) and;

Building Recovery: includes repair and reconstruction of residential, public, commercial, industrial, and rural buildings and structures, government structures, and utility structures. The functional State lead agency for;

- Roads and Transport Recovery is the Department of Transport and Main Roads;
- Building recovery is the Department of Housing and Public Works.





At the local level, arrangements will be coordinated through the LDMG Infrastructure Recovery Sub Group.

Governance

Clear and robust governance arrangements are the foundation of successful disaster recovery.

Queensland's disaster recovery arrangement's shown in the following figure, align with Queensland's disaster management arrangements articulated in the Act.

These arrangements enable a collaborative approach that brings together all agencies, stakeholders and resources for planning and coordinating the delivery of recovery functions.

Once appointed the State Recovery Coordinator facilitates the sharing of information between the impacted councils and their LDMG's, DDMG's, the State Recovery Policy and Planning Coordinator and the Queensland Government Functional Recovery Groups (FRGs). In turn the FRG's through their representatives on the DDMG's establish a formal reporting relationship with the relevant Local Recovery Groups to ensure effective information sharing.

The local level is the entry point for recovery operations.

The district provides resources to the local level, based on impact and needs assessments and agreed service delivery arrangements, ensuring resources required are available and prioritised accordingly.

FRG's support the local and district recovery groups throughout recovery operations.



Local Disaster Management Groups (LDMG's)

LDMG's are responsible for leading recovery efforts post disaster. LDMG's assess the need for a coordinated, ongoing recovery operation during and/or at the conclusion of the response phase. This may be based on a range of factors including;

- Scale of the disaster;
- Outstanding issues and impacts that require a co-ordinated, multi-agency approach;
- Significant disruption of the community's connectedness;
- The community does not have the capability to recovery independently;
- People will be unable to return to their properties in the long term;
- Reconstruction or other impacts, such as contamination, require a long term recovery plan;

Accordingly, LDMG's are responsible for ensuring recovery arrangements, in consultation with the community, are prepared for, planned for and implemented to support their local government.

District Disaster Management Groups (DDMG's)

DDMG's should ensure recovery arrangements are prepared for, planned for and implemented to support their LDMG's within their district.

Representatives from each of the state functional recovery lead agency should be members of the DDMG to ensure recovery operations and planning are included in overall disaster management activities at the district level.

Functional lead agencies should maintain arrangements at the district level that achieve their functional responsibilities for recovery at the local and district levels, such as specific recovery plans and standing groups or committees (for example the District Human and Social Recovery Committees chaired by the Department of Communities, Disability Services and Seniors).

Once Local Recovery Groups are established, DDMG's should facilitate communication and information sharing within the district and to the state FRGs, through the FRG lead agency members.

Concept of Operations

Queensland's State Disaster Management Plan details the disaster operation levels of activation as:

- Alert;
- Lean Forward;
- Stand Up;
- Stand Down.

The nature of an event dictates the length of time disaster operations will be in the certain level of activation. The point in time when the levels of activation transition from one level to the next, is often unclear and developing trigger points to guide decision making in disaster operations reduces this uncertainty.



As such the activation of local recovery operations is linked to the activation of the Local Disaster Management Group/response.

When the LDMG/response is at Lean Forward - the Local Recovery Group will be in the "alert" level of activation to ensure the recovery strategy and arrangements are in place.

A review of recovery preparedness arrangements and existing local recovery plans, including preliminary scoping for future recovery planning and the commencement of impact assessments, should also occur at this time.

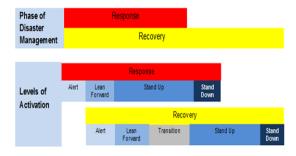
In the initial "stand up" level of activation of response – the local recovery group will move to "lean forward" level of activation.

At this time, impact assessments are updated, information from response agencies is reviewed and analysed, discussion with possible service delivery agencies are undertaken, governance arrangements are confirmed and recovery planning to develop recovery options is well underway.

When intelligence indicates that recovery agencies are required to provide resources to the community, local recovery shifts to the "**Stand Up**" level of activation. At this level, immediate short term, medium term and long term recovery occurs.

Individuals, groups, functions and communities are likely to be at varying stages of recovery. Accordingly, recovery arrangements must be flexible and dynamic to meet the emerging and evolving demands of the Shire.

The following schematic provides a correlation between the phases of disaster operations, levels of activation, stages, activities, functions and responsibility for coordination:



The transition from the recovery "Lean Forward" level of activation to "Stand Up" level of activation must be carefully managed and when this occurs will be based on a combination of the following criteria:



Trigger Point	Action	Responsibility
The emergency is contained; Search and rescue groups cease activity; Public safety measures are in place and work effectively; No further hazard or secondary event is likely in the near future; Initial rehabilitation has commenced; Damage to community infrastructure has been assessed and/or restoration has commenced; Temporary accommodation and services have been provided; Local organisations which can provide services and/or a hub for services have been identified and engaged; Local community organisations and cultural groups and their leaders have been identified and engaged;	Recovery Group activated to Stand Up'; Immediate/short term recovery priorities established; Local Recovery Group meets; Action Plan developed by Local Recovery Group and endorsed by LDMG; Communication strategy developed by Local Recovery Group and endorsed by LDMG; Determine dates for public meetings' Public information & public relations commenced Funding strategies identified; Recovery operations and projects identified and implemented	Local Recovery Coordinator & Local Disaster Coordinator

Timing for transition at the local level

Transition from response operations to recovery operations is influenced by the nature of the disaster, and as a result, requires substantial flexibility. For example, the transition from response to recovery in large scale or geographically dispersed events may be staged, with response and recovery operations being undertaken concurrently.

The timing of transition from local response operations to recovery, and the need to undertake such a process, will be informed by local circumstances and determined by the Chairperson of the Local Disaster Management Group. The transition will be guided by:

- Sitreps which contain the specific evidence required for the de-escalation of response operations to recovery;
- Status of response, immediate recovery and relief operations;
- Impact and needs assessments;
- Response and recovery situations that may escalate;
- Anticipated recovery issues and risks

Phases of Recovery

Recovery operations will be undertaken across three phases (as shown in the following figure):

- Post impact relief and early recovery;
- Recovery and reconstruction;
- Transition.





<u>Phase 1: Post impact relief and early recovery</u> Key Actions:

- Immediate and short term recovery (relief);
- Impact and damage assessments undertaken;
- Local Recovery Groups established/activated;
- The transition from immediate post disaster response operations to short term recovery operations, as well as the development, planning, consultation and implementation of a recovery action plan;
- Recovery works undertaken within this phase will occur parallel to the response phase and conclude when disaster response activities are assumed by relevant agencies for recovery and reconstruction.

<u>Phase 2: Recovery and Reconstruction</u> Key Actions:

- Medium-term recovery;
- Integrated execution of the deliberate, methodical recovery and reconstruction activities to achieve the best possible outcomes for disaster affected individuals, communities, functions and infrastructure;
- Continued coordination of ongoing impact assessments, community engagement, communication and collaboration between functional and recovery groups;
- Progress across all areas of recovery is monitored by the Local Recovery Coordinator to identify any overlapping issues, reinforce the need for required resources and capability, and maintain the momentum of recovery and reconstruction activities;
- The phase concludes when the progressive achievement of key milestones, detailed in the relevant recovery action plan, are sufficiently advanced to enable the transition of responsibilities to the responsible agencies or service deliverers.

Phase 3: Transition

Key Actions:



- Progressive handover of recovery and reconstruction responsibilities to agencies or organisations including government, local government, community-based or industry-led sectors that would normally support the functional area;
- Lessons identified and improvements implemented to increase resilience is part of recovery;
- The phase concludes when all recovery and reconstruction responsibilities are managed as business as usual;
- The affected community realises it post-disaster "new normal".

The transition or **Stand Down** from formal recovery structures for the impacted individuals and community is part of the planning process and is staged and conducted in conjunction with an appropriate public information strategy.

Organisational arrangements are wound down at this time and responsibility for completing outstanding tasks and actions are formally assigned to and accepted by the relevant agency or authority.

The Local Recovery Group should identify, during discussions throughout recovery operations, triggers for commencing Stand Down.

These discussions should be informed by the review of recovery plans and reports from functional recovery sub-groups.

Reporting

Regular recovery status reporting will record and monitor the progress of key recovery tasks.

The Local Recovery Coordinator shall provide information and reports to the Local Disaster Management Group to ensure the awareness of recovery activities is maintained.

Debrief

A debrief must be organised by the Local Recovery Coordinator, at the conclusion of recovery operations. Debriefs can take varying forms and have different purposes. For example:

- A hot debrief is conducted immediately after operations conclude. Participants share learning points while their recovery experiences are fresh. For lengthy recovery operations, multiple hot briefs may be conducted at suitable intervals to identify issues and develop solutions for immediate implementation;
- A post event debrief is conducted days or weeks after a recovery operation when participants have had time to reflect on and consider the effectiveness of recovery operations.

All entities should conduct assurance activities to evaluate the effectiveness of recovery planning and operations.



Exercises and after action reviews are also integral to informing improvements for community recovery strategies and activities.

The Office of the Inspector General Emergency Management is accountable under the Act for assessing the effectiveness of plans and considers recovery planning at the local level as part of its annual disaster management plan assessment processes.

The office may also assess the effectiveness of the delivery of recovery operations and planning using the EMAF Standard.



Chapter 6 - Financial Arrangements

Overview

Multiple financial arrangements, including funding programs, are available in Queensland to assist state and local governments, businesses, primary producers and non-government organisations to prepare for, prevent, respond to and recover from disaster events.

When seeking funding, all state and local government agencies must adhere to their relevant legislation, policies and procedures and also meet the specific requirements of the particular funding programme.

Governance

Local government must have an appropriate governance framework in place when managing disasters to enable them to perform their functions efficiently and effectively, while meeting their responsibilities and obligations.

They must also observe the core governance principles of:

- Transparency;
- Accountability;
- Integrity, including the resolution of potential and actual conflicts of interest with selflessness and objectivity in the public interest;
- Due diligence;
- Economy, efficiency and effectiveness.

Local government must also align with the Local Government Act 2009.

Procurement Policy

Even during a disaster, any expenditure Council incurs must be in accordance with its procurement policy and the requirements detailed in the relevant funding program where applicable.

When procuring goods or services Council must align with the Local Government Act 2009.

The Local Government Regulation 2012 Chapter 6, 235 c) states a local government may enter into a medium-sized contractual arrangement or large-size contractual arrangement without first inviting written quotes or tenders if a genuine emergency exists. A disaster situation meets this exception.

If any expenditure is in breach of Council's procurement standards, then reimbursement of those costs should not be sought under any funding programme.

Financial Accountability

During disaster events Council must comply with the Financial Accountability Act 2009 and other relevant acts as appropriate.



Funding for State and Local Government

Funding programmes that can assist state and local governments, businesses, primary produces and non-government organisations to prepare for, prevent, respond to and recover from disaster events are detailed in the Queensland Government Funding Sources Reference Guide RG1.243.



This list is not exhaustive and not all funding is available each year or disaster event.

Offers of Assistance

Offers of assistance may be spontaneous or may be solicited by the local disaster management groups, non-government organisations or the state government. It is not mandatory to accept offers of assistance.

The offers of assistance process has five stages, they include: receipt, acceptance, matching, distribution and use. Each stage requires key decisions, considerations and actions which must be undertaken when managing offers of assistance.

The Queensland Government Manual for Managing Offers of Assistance outlines the stages and processes required for managing offers of assistance.

Managing offers of assistance during disaster events requires significant planning and preparation dependant on the needs of the affected communities.



The Queensland Policy for Offers of Assistance outlines the principles and relevant entities roles for the management of offers of assistance and donations relating to disaster events.





Categories of offers of assistance are:

- Financial;
- Volunteering;
- · Goods and services.

Offers of assistance are not to be used to rebuild government owned infrastructure and should not be considered an alternative to appropriate levels of insurance.

Financial Donations

Financial donations are used to provide immediate financial relief and assistance, support human and social recovery and increase individual and community resilience to future disaster events.

Financial donations are the preferred form of assistance. A financial donation enables precise matching of assistance with need; it does not require transport and is an opportunity to spend locally, benefitting the local economy and assisting in the recovery of the community.

Financial donations may be managed internally within a local government or government agency or may be outsourced for example to an NGO. Either way sufficient resources must be allocated to ensure proper governance processes are maintained.

Financial donations may be offered spontaneously, or in response to an appeal. Early and consistent public messaging is crucial to ensure spontaneous donations are appropriately directed.

In exceptional circumstances, where the scale of the disaster impact warrants significant assistance, the Queensland Government may activate a Disaster Relief Appeal.

Volunteers

Volunteers are individuals, groups or organisations, that may offer to assist a community affected by a disaster. Volunteers provide crucial support to disaster affected communities and individuals. They can help build community resilience and assist with disaster response and recovery.

Councils and organisations seeking volunteers can contact reputable NGO's for assistance with managing spontaneous volunteers

Goods and Services

Donations of goods and services may be solicited or unsolicited, and can be offered by members of the public, community, businesses, organisations and corporate entities to support individuals and communities following disaster events. These offers may be for free, at cost or at a reduced or discounted rate.

Solicited goods and services are items or services which have been specifically requested and are based on the assessed needs of disaster affected individuals and communities.



Unsolicited goods and services are items or services that may or may not meet the assessed needs of the community and are therefore unwanted. Typically, these are best discouraged as the management of such items can divert resources from recovery efforts.

Banana Shire Local Disaster Management Group utilises the services of GIVIT to manage these types of offers.

GIVIT is an online not for profit organisation that connects those who have with those who need. GIVIT supports charities by sourcing quality, urgently needed items direct from the local community.

In partnership with the Queensland Government, GIVIT manages all offers of donated goods and services during times of natural disasters. GIVIT's unique virtual warehouse eliminates the need for organisations to store, sort and dispose of unwanted items, saving valuable time and resources.

Banana Shire Local Disaster Management Group has agreed to promote GIVIT as the primary source of donation management during disaster events and

people offering to donate goods are referred to the GIVIT website www.givit.org.au.

Persons in need of accessing donated goods must do so via charities registered with GIVIT to ensure that the goods are being received where they are most needed.



Attachment 1: LDMP Distribution List

The controlled master copy of the plan is held by the Disaster Management Coordinator, Banana Shire Council.

Controlled numbered copies of the Banana Shire Local Disaster Management Plan, including confidential attachments and supporting documents, will be distributed to;

	Title/Position/Organisation	Сору
1	Chairperson Local Disaster Management Group	USB
2	Deputy Chairpersons Local Disaster Management Group	USB
3	Local Disaster Coordinator Local Disaster Management Group	USB
4	Deputy Local Disaster Coordinator Local Disaster Management Group	USB
5	Chief Executive Officer Banana Shire Council	USB
6	Local Controller State Emergency Service	USB
7	Area Director Queensland Fire & Emergency Services - Emergency Management	USB
8	Officer in Charge Biloela Queensland Police Service	USB
9	Officer in Charge Biloela Queensland Ambulance Service	USB
10	Inspector Biloela Command Queensland Fire & Emergency Services	USB
12	District Disaster Coordinator Gladstone District Disaster Management Group	USB



	Title/Position/Organisation	Сору
13	Chairpersons LECC's	USB X 3

A copy of the plan excluding confidential annexure/supporting documents is available for public viewing via Banana Shire Council website www.banana.qld.gov.au



Attachment 2: Definitions

Advisor:

A person invited to participate in the business of the LDMG in an advisory capacity on an asneeded basis.

Activation:

The commencement of a process or activity in response to a trigger. An activation is not a declaration nor is it dependent on the declaration of a disaster situation.

Alert:

A level of activation: a heightened level of vigilance due to the possibility of an event in the area of responsibility. Some action may be required.

All Hazards Approach:

This approach assumes that the functions and activities applicable to one hazard are most likely applicable to a range of hazards and consequently, a disaster management plan captures the functions and activities applicable to all hazards.

Annual Exceedance Probability:

The probability that a given rainfall total accumulated over a given duration will be exceeded in any one year.

Average Recurrence Interval:

The average, or expected, value of the periods between exceedances of a given rainfall total accumulated over a given duration.

Chairperson:

A person appointed by Banana Shire Council as chairperson of the Banana Shire Local Disaster Management Group

Command:

The overall direction of the activities, agencies or individuals concerned. Control operates horizontally across all agencies, functions and individuals.

Community:

A group of people with a commonality of association and generally defined by location, shared experience, or function.

Control:

Refers to having direct influence/power over resources applied to achieve a particular objective. Authority for control is generally established in legislation and carries with it the ability to Control and Command within an agency. In specific circumstances legislation allows for control over other agencies. For example under the Public Safety Preservation Act, 1986,



once an emergency situation has been declared the emergency commander may take control of any resource whether it is in the charge or control of any person or not.

Coordination:

Refers to the bringing together of organisations to ensure effective disaster management before, during and after an event. It is primarily concerned with systematic acquisition and application of resources (people, material equipment etc.) in accordance with priorities set by Disaster Management Groups. Coordination operates horizontally across organisations and agencies but does not include the control of agencies and individuals by direction.

Critical Infrastructure:

The physical structures, facilities, networks and other assets which provide services that are essential to the social and economic functioning of a community or society.

Deputy Chairperson:

A person appointed by Banana Shire Council as deputy chairperson of the Banana Shire Local Disaster Management Group.

Disaster:

A disaster is a serious disruption in a community, caused by the impact of an event that requires a significant coordinated response by the State and other entities to help the community recover from the disruption.

Disaster Response Capability:

for a local government, means the ability to provide equipment and a suitable number of persons, using the resources available to the local government, to effectively deal with, or help another entity to deal with, an emergency situation or a disaster in the local government's area.

Declaration of Disaster:

Issuance of a declaration of a state of disaster by designated authorities in the wake of a potential or actual disaster whose magnitude or threatened magnitude is, or is likely to be, so great in extent or severity that the (disaster management) measures will be beyond the capability of the statutory services.

Disaster District:

A part of the State prescribed under a regulation as a disaster district.

Disaster Management:

Arrangements about managing the potential adverse effects of an event, including, for example, arrangements for mitigating, preventing, preparing for, responding to and recovering from a disaster.

Disaster Management Plan:

A plan prepared under Part 3 of the Disaster Management Act 2003.



Disaster Management Group:

Means the State group, a District Group or a local group.

Disaster Operations:

Activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, including for example, activities to mitigate the adverse effects of the event.

Disaster Response Capability:

The ability to provide equipment and a suitable number of persons, using the resources available to the local government, to effectively deal with, or help another entity to deal with an emergency situation or a disaster in the local government's area.

Disaster Situation:

A disaster situation declared under section 64(1) or 69 of the Disaster Management Act 2003.

District Disaster Coordinator:

A person appointed as a District Disaster Coordinator under section 25 of the Disaster Management Act 2003.

District Group:

A District Disaster Management Group established under section 22 of the Disaster Management Act 2003 for each disaster district.

Emergency Risk Management:

A systematic process that produces a range of risk reduction measures that contributes to the well-being of communities and the environment.

Emergency Supply:

The acquisition of items and resources to assist in the protection of the community or its assets in the preparation for a disaster, or during the immediate aftermath of a disaster with the provision of resources that the Local Disaster Management Group is not able to secure through its established logistics sub-plan.

Evacuation:

The planned movement of persons from an unsafe or potentially unsafe location to a safer location and their eventual return.

Event:

An event means any of the following:

- a) A cyclone, earthquake, flood, storm tide, tornado, tsunami, volcanic eruption or other natural happening;
- b) An explosion or fire, chemical, fuel or oil spill or gas leak;
- c) An infestation, plague or epidemic;
- d) a failure of, or disruption to, an essential service or infrastructure;



- e) An attack against the State;
- f) Another event similar to an event mentioned in paragraphs (a) or (e)

An event may be natural or caused by human acts or omissions.

Fire Act:

The Fire and Rescue Service Act 1990.

Fire Prevention:

Taking measures in readiness for fire to reduce potential danger to persons, property or the environment.

Functional Lead Agency:

An agency allocated responsibility to prepare for and provide a disaster management function and lead relevant organisations that provide a supporting role

Functional Plan:

A functional plan is developed by lead agencies to address specific planning requirements attached to each function. Although the functional lead agency has primary responsibility, arrangements for the coordination of relevant organisations that play a supporting role are also to be outlined in these plans.

Guidelines:

Guidelines developed under s63 of the Act to inform the SDMG, DDMGs and local governments about the preparation of disaster management plans, matters to be included in disaster management plans and other appropriate matters about the operation of a DDMG or LDMG.

Hazard:

A process, phenomenon or human activity that may cause loss of life, injury or other health impacts, property damage, social and economic disruption or environmental degradation.

Hazard Specific Plan:

A hazard specific plan is developed by a state agency with assigned lead responsibility to address a particular hazard under the State Disaster Management Plan.

Hazard Specific Primary Agency:

An agency allocated responsibility to prepare for and respond to a specific hazard based on their legislated and/or technical capability and authority.

Health Officer:

- a) A government health officer; or
- b) A non-government health officer.

Incident:

Day-to-day occurrences, which are responded to by a single response agency by itself or in cooperation with other response agencies.



Lean Forward:

An operational state prior to "stand up" characterised by a heightened level of situational awareness of a disaster event (either current or impending) and a state of operational readiness. Disaster coordination centres are on standby, prepared but not necessarily activated.

Liaison Officer:

A person who liaises between a coordination centre and their home entity during disaster operations. Liaison officers communicate and coordinate their activities to achieve the best utilisation of resources or services provided to the centre (e.g. provide technical or subject matter expertise, as well as, capability and capacity of their home entity.

Local Controller:

A person appointed under Section 134 of the Fire and Emergency Services Act 1990 as the local controller of the SES unit.

Local Disaster Coordinator:

The person appointed as the local disaster coordinator under section 35 of the Disaster Management Act 2003. The function of the local disaster coordinator is to coordinate disaster operations in the local government area for the local group.

Local Disaster Coordination Centre:

A centre established at Local level as a centre of communication and coordination during response and recovery operations.

Local Disaster Management Group:

The group established under S29of the Disaster Management Act 2003, in place to support local government in the delivery of disaster management services and responsibilities in Prevention, Preparing for, Responding to and Recovering from disaster events.

Local Disaster Management Plan:

A plan prepared under S57 of the Disaster Management Act 2003 that documents arrangements to manage disaster planning and operations within the local government area of responsibility.

Local Group:

Means the Local Disaster Management Group.

Local Recovery Coordinator:

The person appointed by the Chair of the local disaster management group to coordinate recovery at the local level.

Local Recovery Group:

A group established by the Local Disaster Management Group to provide coordination and oversight of functional recovery sub groups and to identify and prioritise their objectives in rebuilding and reconnecting after a disaster.

Member:

A person officially appointed as a member of the LDMG by the relevant local government. Members have voting rights to validate the business of the group

Mitigation:



Measures taken in advance of an event aimed at decreasing or eliminating its impact on the community and environment.

Natural Disaster Relief & Recovery Arrangements (NDRRA):

The primary mechanism used by the Queensland Government for providing assistance to communities affected by natural disaster events.

Operational Plan:

An operational plan is a response plan which outlines a problem/concern/vulnerability and identifies the appropriate actions (what? Who? How? When?) to address the situation. The operational plan sits within the local disaster management plan and is developed after conducting a risk assessment.

Ordinary Meeting:

A LDMG meeting which is scheduled and convened on a regular basis at an agreed time (set by the Chair) to discuss routine business of the group

Preparedness:

Action designed to minimise loss of life and property damage, and to organise and facilitate timely and effective operations for response and recovery in case of disaster.

Prevention:

In relation to a disaster includes the identification of hazards, the assessment of threats to life and property and the taking of measures to reduce or eliminate potential loss of life or property and protect economic development.

Primary Agency

An agency allocated responsibility to prepare for and respond to a specific hazard based on their legislated and/or technical capability and authority.

Recovery:

The coordinated process of supporting emergency affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic, and physical well-being (Australian Emergency Management Glossary, 1998).

Rehabilitation:

The operations and decisions taken after a disaster with a view to restoring a stricken community to its former living conditions, whilst encouraging and facilitating the necessary adjustments to the changes caused by the disaster.

Relief:

The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency. It includes the establishment, management and provision of services to emergency relief centres.

Resources:

Includes food, manpower, any horse or other animal, vehicle, vessel, aircraft, plant, apparatus, implement, earthmoving equipment, construction equipment or other equipment of any kind or any means of supplying want or need.



Response:

Actions taken in anticipation of, during, and immediately after an emergency to ensure its effects are minimised and that people affected are given immediate relief and support.

Risk:

The chance of something happening that may have an impact on the safety of wellbeing of your community. It includes risk as an opportunity as well as a threat and is measured in terms of consequences and likelihood (Adapted from AS/NZS 4360:2004).

Risk Control:

The part of risk management which involves the provision of policies, standards, and procedures to eliminate, avoid, or minimize adverse risks facing a community.

Risk Identification:

The process of identifying what can happen, why and how.

Risk Management:

The culture, processes and structures that are directed towards realizing potential opportunities whilst managing adverse effects

Risk Reduction:

Actions taken to lessen the likelihood, negative consequences, or both, associated with a risk.

Risk Register:

A listing of risk statements describing sources of risk and elements at risk with assigned consequences, likelihoods and levels of risk.

Risk Treatment:

Process of selection and implementation of measures to modify risk.

Serious Disruption means:

- a) Loss of human life, or illness or injury to humans; or
- b) Widespread or severe property loss or damage; or
- c) Widespread or severe damage to the environment

Standard Emergency Warning Signal:

Known as "SEWS", the signal used in assisting delivery of public warnings and messages for major disaster events.

Standard Operating Procedures:

A set of directions detailing what actions could be taken, as well as how, when, by whom and why, for specific events or tasks.

State Disaster Relief Arrangements (SDRA):

Financial relief measures activated by the Minister for Emergency Services for personal hardship and distress, where natural disasters are ineligible for Australian government NDRRA funding. Such relief is able to address a far wider range of disaster events than the NDRRA.



State Emergency Service:

Means the State Emergency Service established under section 81 of the Disaster Management Act 2003.

State Disaster Coordinator:

A person appointed under the Act who is responsible for the coordination of disaster response operations for the SDMG.

State Recovery Coordinator:

A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster recovery operations for the State Disaster Management Group.

Temporary District Disaster Management Group:

A DDMG established under the Act by the SDMG Chair, in consultation with the Commissioner, Queensland Police Service, as a temporary district group to manage a disaster across two or more affected disaster districts.

Warning:

Dissemination of messages relating to relevant hazards, which may include advice on protective measures.



Attachment 3: Abbreviations

AA Air Service Australia

ADF Australian Defence Force

AEP Annual Exceedance Probability
ARI Average Recurrence Interval

BoM Bureau of Meteorology
Council Banana Shire Council

COAG Council of Australian Governments

DCRC District Community Recovery Committee

DDC District Disaster Coordinator

DDCC District Disaster Coordination Centre
DDMG District Disaster Management Group
DDMP District Disaster Management Plan

DERS Department of Environment & Resource Management

DMA Disaster Management Act 2003

DOT Department of Transport

EMA Emergency Management Australia

IPA Integrated Planning Act
LDC Local Disaster Coordinator

LDCC Local Disaster Coordination Centre
LDGL Large Dangerous Goods Locations
LDMG Local Disaster Management Group
LDMP Local Disaster Management Plan

MHF Major Hazard Facilities

NDRRA Natural Disaster Relief & Recovery Arrangements
QHQAS Queensland Health (Queensland Ambulance Service)

QBuild Queensland Public Works Department
QFE Queensland Fire & Emergency Services

QFESEM Queensland Fire & Emergency Services - Emergency Management

QH Queensland Health

QPS Queensland Police Service

QR Queensland Rail

QTCCC Queensland Tropical Cyclone Coordination Committee

SDCC State Disaster Coordination Centre
SDMG State Disaster Management Group
SDMP State Disaster Management Plan

SES State Emergency Service

SITREP Situation Report

SOP Standard Operating Procedures



SPS Strategic Policy Statement – Disaster Management

SPP State Planning Policies

SEWS Standard Emergency Warning System



Attachment 4: Contact List of LDMG Members

The LDMG member contact list is a confidential document.



Attachment 5: LDMG Terms of Reference

Banana Shire Local Disaster Management Group Terms of Reference



LOCAL DISASTER MANAGEMENT GROUP

TERMS OF REFERENCE

Endorsed LDMG Meeting of 20 October 2014



Context

The Disaster Management Act 2003 requires a local government to establish a Local Disaster Management Group (*a local group*) for the local government's area.

Membership of a local group must consist of;

- · Persons appointed as members of the group by the relevant local government for the group;
- At least one (1) person appointed to the local group must be a person nominated by the chief executive of the department (Queensland Fire & Emergency Services);
- At least one (1) person appointed to the local group must be a councillor of a local government;
- The relevant local government for a local group may appoint a person as a member only if satisfied the person has the necessary expertise or experience to be a member.

1. Membership

Banana Shire Council by resolution in 2013 appointed the following members of the Banana Shire Local Disaster Management Group.

•	Mayor	Banana Shire Council
•	Deputy Mayor	Banana Shire Council
•	Local Disaster Coordinator	Banana Shire Council
•	Deputy Local Disaster Coordinator	Banana Shire Council
•	Chief Executive Officer	Banana Shire Council
•	Local Controller	Banana Shire SES Unit
•	Officer in Charge Biloela Police	Queensland Police Service
•	Officer in Charge Biloela Ambulance	Queensland Ambulance Service
•	Inspector Biloela Command	Queensland Fire & Emergency Service
•	Gladstone Area Coordinator	Queensland Fire & Emergency Service – Emergency Management

 Supporting Advisors – representatives from other agencies or community organisations deemed necessary by the Local Disaster Management Group to act as advisors for both planning and operational arrangements including Chairs of the LECCs.

LDMG Member Deputies

A member of the local group may, with the approval of the chairperson of the group, appoint by signed notice another person as his or her deputy.

In the absence of an appointed LDMG member, only appropriately appointed member deputies should attend LDMG meetings on behalf of the relevant agency.

LDMG Executive Team

The LDMG executive team comprises the Chairperson, Deputy Chairperson and Local Disaster Coordinator, with each of these positions having specific legislated functions under the Disaster Management Act 2003.



2. Role of the Local Disaster Management Group

The role of the Local Disaster Management Group is to actively, efficiently and effectively undertake and contribute to the statutory responsibilities and functions of a disaster management group and to recognise disaster management and associated operations, as a whole of government, agency, organisation and community responsibility to improve the community's ability to mitigate, prevent, prepare for and recover from disaster events.

3. Function of the Local Disaster Management Group

Functions of the Local Disaster Management Group are set out in Section 30 of the Disaster Management Act 2003 as follows;-

- (a) To ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management for the State;
- To develop effective disaster management, and regularly review and assess the disaster management;
- (c) To help the local government for its area to prepare a local disaster management plan;
- (d) To identify, and provide advice to the relevant district group about, support services required by the local group to facilitate disaster management and disaster operations in the area;
- (e) To ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster;
- To manage disaster operations in the area under policies and procedures decided by the State group;
- (g) To provide reports and make recommendations to the relevant district group about matters relating to disaster operations;
- (h) To identify, and coordinate the use of resources that may be used for disaster operations in the area;
- To establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens;
- To ensure information about a disaster in the area is promptly given to the relevant district group;
- (k) To perform other functions given to the group under the Disaster Management Act 2003;
- (I) To perform a function incidental to a function mentioned in paragraphs (a) to (k).

4. Subordinate Groups and Committees

The Local Disaster Management Group may constitute sub groups to address specific issues and/or tasks.

A chairperson for each sub group or committee is to be appointed by the LDMG.



5. Requirement for Disaster Management Groups to Consult (Section 48 A Disaster Management Act)

If the Chairperson of a disaster management group considers a provider of essential services can help the group perform its functions, the group must consult with the provider in performing the functions.

Examples of essential services include but are not limited to: gas, electricity, telecommunications, water, sewerage infrastructure.

6. Responsibility

It is the responsibility of the local disaster management group members to ensure a comprehensive and integrated approach to the development of its arrangements and programs for effective management of emergencies and disasters being;

- Comprehensive in encompassing "all hazards" and in recognising that dealing with the
 risks to community safety, which such hazards create, requires a range of prevention,
 mitigation, preparedness, response and recovery programs and other risk management
 treatments; and
- Integrated in ensuring that the efforts of governments, all relevant organisations and agencies, and the community are coordinated in such programmes.

7. Reporting Arrangements

Local Group

The local group is to provide annually, a comprehensive written report outlining the performance of the local group of its functions to the Gladstone District Disaster Management Group.

LDMG Members

Written status reports are required to be provided by LDMG agency representatives on a bi annual basis (May & November), in order to update other LDMG members on the status of the member agency's disaster management initiatives, projects, agency training, community awareness activities, disaster management planning, operations and up to date contact information.

Sub Groups and Committees

Sub group and/or committee chairpersons are required to submit regular reports of their progress to the Local Disaster Management Group at scheduled LDMG meetings.



8. Meetings

Local Disaster Management Groups are required to meet at least once in every six (6) months (Disaster Management Act S39).

The Banana Shire Local Disaster Management Group has resolved to meet four (4) times per year.

A schedule of meetings for the proceeding year will be determined by the LDMG at each of the last scheduled meetings of the preceding year.

The chairperson of the group must call a meeting if asked, in writing, to do so by:

- The chairperson of the Gladstone District Disaster Management Group;
- · At least one half of the members of the local group

It is preferable that core LDMG members attend scheduled meetings in person (or by appointed deputy).

However where necessary, meetings can be held, or members allowed to take part in meetings, by using any technology that reasonably allows members to hear and take part in discussions as they happen.

9. Presiding at Meetings

The Chairperson of the LDMG is to preside at all meetings at which the Chairperson is present. If the Chairperson is absent from a meeting, the Deputy Chairperson is to preside.

Banana Shire Council is responsible for appointing a member of the group as chairperson of the group and a member of the group as the deputy chairperson of the group.

The member appointed as the chairperson must be a Council of a local government.

If both the Chairperson and the Deputy Chairperson are absent from a meeting:

- · A member nominated by the Chairperson is to preside;
- If the Chairperson has not nominated a member, a member nominated by the Deputy Chairperson is to preside;
- If the offices of Chairperson and Deputy Chairperson are vacant, the member of the group chosen by the members present is to preside.

10. Meeting Procedures

A disaster management group may conduct its business, including its meetings, in the way it considers appropriate.

Meeting types consist of:

- Ordinary Meetings which are scheduled and convened on a regular basis at a time set by the Chairperson. Ordinary meetings are used to address the general business of the group.
- Extraordinary Meetings a special meeting convened by the Chairperson in response to an
 operational event.



11. Agenda and Minutes

Items raised for ordinary meetings should reflect the goals and aims of the LDMG.

To ensure that this occurs all proposed agenda items should be documented on a meeting brief and approved by the Chairman and/or Local Disaster Coordinator prior to distribution.

A call is to be made two weeks prior to a scheduled meeting, for members to provide agenda items.

The Chairperson and/or Local Disaster Coordinator may also request a LDMG member to provide a meeting brief regarding a particular issue which they feel should be addressed at a LDMG meeting.

Minutes of all LDMG meetings will be documented and recorded in accordance with Banana Shire Council document recording processes and requirements. Minutes of the previous meeting will be distributed with the agenda for the next scheduled meeting.

Sub Groups and Committees

Sub groups and committees constituted by the LDMG will provide agenda for meetings.

Minutes of meetings are to be maintained and referred to the next LDMG scheduled meeting for endorsement or adoption.

There is no quorum requirement for sub groups or committees and decisions will therefore be reached through consensus of members or attendees. Such decisions are to be minuted and referred to the next scheduled LDMG meeting for endorsement or approval by the LDMG.

If the LDMG endorses or approves minutes of a constituted sub group or committee, this will be evidence of approval of any decisions of the sub group or committee, unless recorded otherwise within LDMG minutes.

12. Secretariat Support

Banana Shire Council will provide administrative and secretariat support to the LDMG for the purpose of agenda preparation and distribution and minute taking.

13. Resolution Register

For governance purposes, a register detailing each resolution passed by the LDMG including necessary details of actions undertaken to acquit the resolution will be kept.

14. Quorum

A quorum for the group is set at one half of the number of members for the time being holding office plus one (1); or if one half of the number of members for the time being holding office is not a whole number, the next highest whole number (*Disaster Management Act S40*).

Only appointed members or in the member's absence; appropriately appointed deputies are to be counted in deciding if there is a quorum for the meeting.



Attachment 6: Sub Plans and Procedures

The following sub-plans have been developed for a number of disaster management functions at the local level. These sub-plans and procedures are addendums to this local disaster management plan;

- Activation of Local Disaster Management Group;
- Communications Public Information & Warnings;
- Earthquake;
- Evacuation;
- Evacuation Centre Management;
- Financial Management;
- Initial Impact Assessment;
- Local Disaster Coordination Centre;
- Logistics;
- Management of Donated Goods;
- Public Health;
- Recovery;
- Resupply;
- Local Emergency Coordination Committee Plans (Jambin/Goovigen; Baralaba/Rannes; Moura/Banana; Theodore/Cracow; Taroom; Wowan/Dululu.

Dam Emergency Action Plans

The Water Supply (Safety & Reliability) Act 2008 requires the owner of a referable dam to have an approved emergency action plan (EAP) for the dam. The main purpose of an EAP is to minimise the risk of harm to persons or property if a dam hazard event or emergency event for the dam happens (Section 352E of the Act).

The following EAP's have been provided to Banana Shire Council.

Plan	Responsibility
Callide Dam-Emergency Action Plan	Sunwater
Kroombit Dam-Emergency Action Plan	Sunwater
Moura Off-Stream Emergency Action Plan	Sunwater
Mt Morgan No.7 Dam-Emergency Action Plan	Rockhampton Regional Council

Standard Operating Procedures = A set of directions detailing what actions could be taken, as well as how, when, by whom and why, for specific events or tasks

Procedure	Owner	Status
Chartering Aircraft	Local Disaster Coordinator	Endorsed by LDMG
Emergency Alert Requests	Local Disaster Coordinator	Endorsed by LDMG
Establishment of	Local Disaster Coordinator	Endorsed by LDMG
Evacuation Centres		
Evacuation Decision	LDMG/LDC	Endorsed by LDMG
Making		
Event Action Plan	Local Disaster Coordinator	Endorsed by LDMG



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Procedure	Owner	Status
Initial Impact Assessment	Local Disaster Coordinator	Endorsed by LDMG
Intelligence Gathering	Local Disaster Coordinator	Endorsed by LDMG
Wowan Town Warning Alert System	Local Disaster Coordinator	Endorsed by LDMG
Public Advice & Warning Strategy	Local Disaster Coordinator	Endorsed by LDMG
Activation of Recovery Arrangements	Chair LDMG/Local Disaster Coordinator	Endorsed by LDMG
Request for Assistance to DDMG	Local Disaster Coordinator	Endorsed by LDMG
Resupply Isolated Communities Resupply Isolated Rural Properties	Local Disaster Coordinator	Endorsed by LDMG
Resupply Stranded Persons	Queensland Police	Endorsed by LDMG
Set Up/Establish LDCC	Local Disaster Coordinator	Endorsed by LDMG
Situation Report Flowchart - Guardian	Local Disaster Coordinator	Endorsed by LDMG
Callide Creek Water Release Notification	Local Disaster Coordinator	Endorsed by LDMG