



WUJAL WUJAL ABORIGINAL SHIRE COUNCIL
LOCAL DISASTER MANAGEMENT PLAN

2019 – 2020

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Authority to Plan

The Wujal Wujal Aboriginal Shire Local Disaster Management Plan has been prepared by the Local Disaster Management Group in accordance with the Disaster Management Act 2003 to ensure the effective Coordination of resources necessary to counter the effect of disasters within the Shire of Wujal Wujal.

The Wujal Wujal Aboriginal Shire Council has a legislative responsibility to develop a Disaster Management Plan in accordance with Section 57(1) Disaster Management Act 2003.

“s57 Plan for disaster management in local government area

- (1) A local government must prepare a plan (a local disaster management plan) for disaster management in the local government’s area.*
- (2) The plan must include provision for the following:*
 - a) the State group’s strategic policy framework for disaster management for the State, and the local government’s policies for disaster management;*
 - b) the roles and responsibilities of entities involved in disaster operations and disaster management in the area;*
 - c) the coordination of disaster operations and activities relating to disaster management performed by the entities mentioned in paragraph (b);*
 - d) events that are likely to happen in the area;*
 - e) strategies and priorities for disaster management for the area;*
 - f) the matters stated in the disaster management guidelines as matters to be included in the plan;*
 - g) other matters about disaster management in the area the local government considers appropriate”.*

“s58 A local disaster management plan must be consistent with the disaster management guidelines”

Approval of Plan

This plan is recommended for distribution by the Wujal Wujal Aboriginal Shire Council Local Disaster Management Group

Cr Desmond Tayley
Chairperson
Wujal Wujal LDMG

Dated

Ms Elieen Deemal Hall
Local Disaster Coordinator
Wujal Wujal LDMG

Dated

Document Control

Amendment Control

The Local Disaster Management Plan is a controlled document. The controller of the document is the Wujal Wujal Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

Chief Executive Officer
Wujal Wujal Aboriginal Shire Council
1 Hartwig Street, Wujal Wujal 4895

The LDC may approve inconsequential amendments to this document. Any changes to the intent of the document must be approved and endorsed by the local government.

A copy of each amendment is to be forwarded to those identified in the distribution list. On receipt, the amendment is to be inserted into the document and the Amendment Register updated and signed.

Amendment Register

Amendment No	Date of Amendment	Amended By	Amendment
1	14 July 2011	EMQ	This is the first draft under the DM Act 2003
2	22 August 2012	EMQ	Changes made to reflect current practice as outlined in Local Disaster Management Guidelines
3	5 December 2013	Peter Ruddick	Addition of Sub Plans to address 2013 LDMP assessment shortfalls.
4	June 2014	Peter Ruddick	Reflect 2014 Self-Assessment options
5	August 2015	QFES	Update roles and responsibilities
6	15-07-16	QFES	Update plan to reflect current arrangements
7	June 2017	QFES	Update plan to reflect current arrangements
8	30-05-18	QFES	Update plan to reflect amended guidelines

Note:

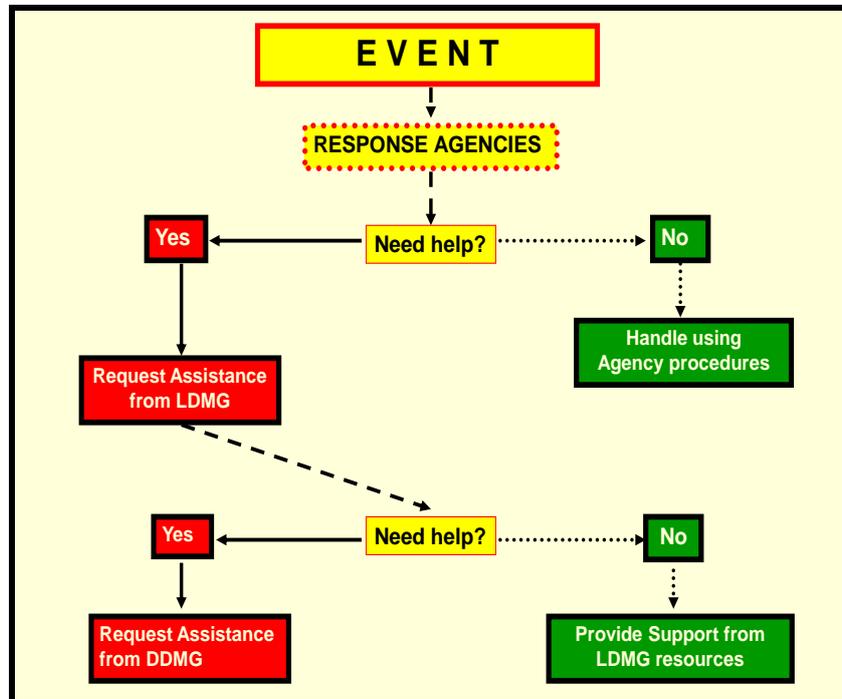
The latest version of this document will be available on Council's website at:

www.wujalwujalcouncil.qld.gov.au/ and the Queensland Disaster Management web site www.disaster.qld.gov.au

The Disaster Management Structure in Queensland



The following table depicts the disaster management system in operation at local level:



1. Introduction

1.1. Aim of Plan

The aim of this Plan is to minimise the effects of and to co-ordinate the responses to, and the recovery from; a disaster or major emergency affecting the community of Wujal Wujal.

The primary focus of the Wujal Wujal Local Disaster Management Group (LDMG) is to mitigate the effects of disasters in the community wherever possible or practical, and being prepared to respond when disasters occur. Plans and management arrangements have a community focus.

The plan:

- ensures there is a consistent approach to disaster management
- creates an auditing tool for disaster management functions
- demonstrates a commitment to the safety of Communities
- ensures there is central coordination of disaster management
- demonstrates mitigation efforts and accountability for the purpose of accessing available funding
- reduces the impact of disaster events
- reduces the impact on a community following an event.

1.2. Key Objectives

The key objectives of the LDMG are to:

- detail specific objectives to meet the overall purpose of the plan
- provide for Prevention, Preparedness, Response and Recovery capability in relation to an event as set out below.

Prevention

- increase adherence to and introduction of systems, procedures and regulations that reduce disaster risks
- list the studies that have been conducted, provide a short summary and identify other studies which need to be conducted
- ensure the community is aware of methods of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster in order to reduce the impact.

Preparedness

- identify and implement risk treatment strategies
- increase community safety through public awareness, information and education
- detail how a multi-agency, all hazards approach will be used by the LDMG and how agencies will provide guidance for the group on specific hazards
- identify resources to maximize response
- establish relationships to increase disaster management capability
- to ensure the community is aware of methods of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster so as to reduce the impact.

Response

- ensure there is centralised local co-ordination for disaster management
- minimize the impact on the community of a disaster event through response
- assist with the re-establishment of the community as effectively and efficiently as possible
- detail the strategic manner in which elements of the LDMG shall deal with day to day disaster management business and how information will be distributed to the group
- demonstrate a commitment to the safety of Communities.

Recovery

- provide adequate post event assistance and advice to affected communities
- ensure the recovery priorities of the community is met
- ensure the communities are aware of action that can be taken after the impact to assist with a speedy recovery and return to normality

- to reduce the community consequences following an event
- provide advice and/or support to the District Disaster Recovery Committee and State Disaster Management and recovery agencies
- ensure a consistent approach to disaster management
- demonstrate a commitment to the safety of the Communities.

1.3. Local Government Policy for Disaster Management

This plan is consistent with the State Disaster Management Group Strategic Policy Framework in accordance with *Queensland Local Disaster Management Guidelines*.

A Disaster Management Policy is included in the Councils Corporate Plans.

Strategic Policy Framework

- *Research - Disaster research may be broadly understood as a systematic inquiry, before and after a disaster, into a relevant disaster management problem.*
- *Policy and Governance - Policy and governance elements ensure clear direction of disaster management priorities, resource allocation and accountability, supported through sound business continuity, performance management reporting and corporate risk management processes.*
- *Risk Assessment - Disaster risk assessment is the process used to determine risk management priorities by evaluating and comparing the level of risk against predetermined standards or other criteria.*
- *Mitigation - Disaster mitigation is the means taken in advance of, or after, a disaster aimed at decreasing or eliminating its impact on communities, the economy, infrastructure and the environment.*
- *Preparedness - Disaster preparedness includes arrangements that ensure that a community is aware of and prepared for any disaster and, that should a disaster occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed.*
- *Response - Disaster response includes the activities taken in anticipation of, during, and immediately after an event to ensure that its effects are minimised. Disaster response activities are undertaken during disaster operations.*
- *Relief and Recovery - Disaster relief is the provision of immediate shelter, life support and human needs to persons affected by, or responding to, a disaster. Disaster relief activities are undertaken during disaster operations.*
- *Post-Disaster Assessment - Post-disaster assessment evaluates performance before, during and after a disaster event and the risks exposed by the event in order to improve future development of preparedness, response, recovery and mitigation measures. Post-disaster assessment forms part of continuous improvement of the disaster management arrangements.*

The Framework's elements outline how a comprehensive, all hazards, all agencies approach including better prepared and resilient communities, will be applied in Queensland. The elements are consistent with national and international best practice disaster management.

A continuous improvement approach will be applied to the Framework through the application and practice of the elements. This will enable regular enhancement of the Queensland disaster management arrangements.

Disaster management and disaster operations are consistent with the Disaster Management Strategic Policy Framework. This is achieved by:

- ensuring a comprehensive, all hazards, all agencies approach by achieving the right balance of prevention, preparedness, response and recovery
- supporting the mainstreaming of disaster preparedness and mitigation into relevant areas of activity of government, non-government, small business and corporations
- aligning disaster risk reduction, disaster mitigation, disaster resilience and climate change adaptation policy and actions with international and national reforms

- promoting a transparent, systematic and consistent approach to disaster risk assessment and management, based on the Australian/New Zealand Standard AS/NZS ISO 31000:2009 Risk management – Principles and guidelines
- recognising the commitment of stakeholders and the need for collaboration across all levels of government, community, industry, commerce, government owned corporations, private and volunteer organisations, and local communities in all aspects of disaster management
- emphasising building and maintaining sincere relationships, trust, teamwork, consultative decision-making and shared responsibilities among stakeholders promoting community resilience and economic sustainability through disaster risk reduction.

1.4. Integration with Council’s Corporate, Strategic and Operational Planning Processes

Disaster Management is an integral part of the Council’s core business and is identified in the respective Corporate and Sub Plans addressing disaster management strategies and priorities.

1.5. Local Disaster Management Group

The functions of the Group are set out in Section 30 Disaster Management Act 2003 which states:

“s 30 Functions

A local group has the following functions for its area:

- (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 strategies*
- (c) 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*
- (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 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*
- (i) to establish and review communication systems in the group, and with the district group and other local groups in the disaster district when a disaster happens*
- (j) to ensure information about a disaster in the area is promptly given to the district group*
- (k) to perform other functions given to the group under this Act*
- (l) to perform a function incidental to a function mentioned in paragraphs (a) to (k).*

Terms of Reference

The terms of Reference for the LDMG are:

- 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
- to prepare a local disaster management plan
- to identify, and provide advice to the DDMG about support services required by the local group to facilitate disaster management and disaster operations in the area
- 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
- to provide reports and make recommendations to the DDMG about matters relating to disaster operations

-
- to identify, and coordinate the use of, resources that may be used for disaster operations in the area
 - to establish and review communication systems in the group, and with the district group and other local groups in the disaster district when a disaster happens
 - to ensure information about a disaster is promptly given to the DDMG
 - to perform other functions given to LDMG under this Act
 - to perform a function incidental to a function mentioned above.

1.6. Membership Details

The LDMG is required to maintain a register of its current members and advisors has been developed and contains the following information:

- full name
- designated position title
- department/organisation or agency name
- work address
- business and after hours telephone numbers (both landline and mobile)
- email address.

Membership records are collected, stored and disposed of in accordance with the Information Privacy Principles contained in Schedule 3 of the Information Privacy Act 2009.

Membership details will be updated at least annually.

When the register is updated, an updated copy shall be provided to the DDC and Emergency Management Coordinator (QFES) If the alteration relates to a member of the Executive Team of the LDMG, the SDCC shall be advised.

The LDMG consists of the following positions:

- Chairperson
- Deputy Chairperson
- Local Disaster Coordinator
- A person nominated by the Chief Executive, Department of Community Safety
- Other persons appointed by the Wujal Wujal Aboriginal Shire Council which should include:
 - Council representatives
 - Local emergency service (QPS, QFES, SES)
 - Non-government organisations such as welfare organisations or community groups
 - Other representatives as identified by the Wujal Wujal Aboriginal Shire Council's functional requirements

The relevant persons are appointed in accordance with Section 33 of the Act.

The membership of the LDMG is to be reviewed annually. Members Contact details are contained at Appendix XXX.

Local Disaster Management Group

Establishment

The Wujal Wujal Aboriginal Shire Council Local Disaster Management Group (the LDMG) is established in accordance with s. 29 of the Act.

Membership

Wujal Wujal Aboriginal Shire Council has appointed the following Executive and Core Members of the Local Disaster Management Group, in accordance with sections 33 & 34 of the Act

LDMG Executive Membership	
Wujal Wujal Aboriginal Shire Council	Chair, LDMG - Mayor
Wujal Wujal Aboriginal Shire Council	Deputy Chair, LDMG - Councillor
Wujal Wujal Aboriginal Shire Council	Local Disaster Coordinator – CEO
Queensland Fire and Emergency Services	Emergency Management Coordinator

Wujal Wujal Aboriginal Shire Local Disaster Management Group Membership

Title	Organisation
Technical Services Manager	Wujal Wujal Aboriginal Shire Council
Environmental Health Officer	Wujal Wujal Aboriginal Shire Council
Officer in Charge	Queensland Police Service
Director Of Nursing	Wujal Wujal Health Clinic
First Officer – Rural	Rural Fire Service Queensland
Local Controller	State Emergency Service

Wujal Wujal Aboriginal Shire Local Disaster Management Group Advisors

Title	Organisation
Ayton Store	Ayton Community
Traditional Owner	China Camp
Traditional Owner	Shipton Flats
Wujal Wujal Store	Wujal Wujal Community

Frequency of Meeting schedules and processes

The Wujal Wujal LDMG meets at least twice annually except if there is a requirement to discuss issues due to a perceived threat or during an event. During periods of activation the LDMG meets as and when required to support LDCC operations.

Additional meetings may be held, but must be held if asked for in writing by at least one-half of LDMG members, or by the DDC.

The LDMG may conduct its business, including its meetings, in a way it considers appropriate.

A quorum is required for meeting resolutions to be officiated equal to one-half of LDMG members plus one, or when one-half is not a whole number, the next highest whole number. An appointed deputy attending a meeting on behalf of a LDMG member is to be counted in the quorum.

The Chairperson or Deputy Chairperson is to chair at the meeting. If both are absent the Chairperson or Deputy Chairperson may appoint another member of the group to chair. If both offices are vacant the group will choose a member to chair.

Meetings may be held, or members may take part using any technology that reasonably allows them to hear and take part in discussions. Members participating through these means are taken to be present at the meeting.

Resolutions may be passed at meetings, however are also considered valid if a majority of members give written agreement and notice of the resolution is given under the group's approved procedures.

Meeting Deputies

Observers, Advisors and guests may attend meetings and participate in discussions but do not form part of the LDMG or have voting rights.

Any member of the LDMG may appoint a delegate to attend the meetings on the member's behalf, and the delegate will have the authority to make decisions and commit resources affecting their organisation.

Refer to Appendix F for Contact Directory.

S. 40A of the Act provides for Meeting deputies for particular members

- (a) *A member of a disaster management group may, with the approval of the chairperson of the group, appoint by signed notice another person as his or her deputy.*
- (b) *The deputy may attend a group meeting in the member's absence and exercise the member's functions and powers under this Act at the meeting.*
- (c) *A deputy attending a group meeting is to be counted in deciding if there is a quorum for the meeting.*

Reporting Requirements

The LDMG shall report its activities to:

- The Wujal Wujal Aboriginal Shire Council; and
- Cairns DDMG and QFES – Emergency Management – Prior to each meeting of the DDMG a Disaster Management Status Report shall be submitted to the DDMG and QFES _ Emergency Management.

Operational Reporting shall be as required during an event and be in accordance with Local Disaster Coordination Centre Sub Plan.

Advisors to the LDMG

The LDMG may invite participants from a range of organisations, to participate in the business of the group in an advisory capacity.

The list of LDMG advisors shall be kept and regularly reviewed to reflect current disaster management arrangements for the local government area. Whilst advisor input is considered by members in their decision making, meeting resolutions will only be carried by members and advisors will not be included in the calculation of a quorum.

Where it is important that an advisor has full voting rights, the LDMG shall consider whether to appoint the person as a member of the LDMG.

Contact details for advisors are maintained, updated and treated the same as member details in order to be prepared for operational and post-operational activities.

LDMG Sub-Groups

The LDMG may have cause to create sub-groups, whether permanent or temporary, to assist the group with its business.

The creation of a sub-group must be passed as a LDMG meeting resolution. Terms of Reference should be established to give clear guidance on the establishment, role and function, required outcomes and conduct of business of the sub-group. All sub-groups shall be required to provide the LDMG with regular updates.

Any decisions made or actions taken by or on behalf of these sub-groups shall be endorsed by the LDMG during normal business or during disaster operations by the LDMG or LDC, to ensure the validity of decisions under the Act.

District Disaster Management Group Representative

In accordance with Section 24 of the Act the Chief Executive Officer has been appointed by Council to fulfil the role of the Local Governments representative on the DDMG.

The role of the LDMG's representative is to:

- attend meetings of the DDMG
- assist the chairperson to coordinate the prevention, preparation, response and recovery activities associated with disaster events at the district level
- commit the Council's resources, as required, in support of efforts to combat the disaster event.

The State Disaster Management Group (SDMG) and the DDMG shall be advised annually of membership of the Group.

1.7. Roles and Responsibilities

The roles and responsibilities for LDMG members are set out in Appendix B.

The roles and responsibilities for LDMG agencies are set out in Appendix H.

1.8. Review and Renewal of Plans

The Local Disaster Coordinator shall review this plan and Sub Plans:

- the performance of the Plan following an activation;
- exercises designed to practice or test aspects of the plans;
- alterations to the roles or responsibilities of any agency involved in the plans
- operational procedures that have been changed
- knowledge of external disasters or the introduction of new technology which suggest a review should be carried out
- the officer responsible for overseeing a task has resigned from that position.

The Plan will be reviewed at least once annually, if other review methods as mentioned above are not undertaken. Minor changes such as typographical changes and changes to position titles may be made to the plan from time to time.

The Wujal Wujal Local Disaster Management plan will be reviewed by the Chief Executive Officer in accordance with section 59 of the *Disaster Management Act 2003*. The Main Plan and all Sub Plans will be reviewed internally and be subject to an external review as follows:

External Review

An external review of the Local Disaster Management Plan and all associated Sub Plans will be conducted annually in accordance with the External Assessment of Local Disaster Management Plans and District Disaster Management Plans Standard released by Inspector General Emergency Management.

2. Disaster Risk Management

2.1. Community Context and Geography

Wujal Wujal is located in the Bloomfield Valley inside the World Heritage Area some 170km to the North of Cairns and 70km South of Cooktown. Wujal Wujal covers an area of 64 Hectares.

The present community of Wujal Wujal has existed on the site for many hundreds of years and is set around the highly sacred waterfalls of Wujal Wujal meaning 'many falls' in the local language.

Wujal Wujal is an Aboriginal Shire Council, originally known as Bloomfield, later known as Bloomfield River Mission. It was founded in 1886 by Lutheran Missionaries; however, due to difficulties of isolation, the area was abandoned. It was reopened in 1957 and administered by the Hopevale Mission Board, a branch of the Lutheran Church of Australia. In 1979, it became known as Wujal Wujal, and in the following year the Aboriginal Council was formed. It became a DOGIT Community Council following the passing of the Queensland Community Services (Aborigines) Act 1984. Then in 2004 following the abolition of the Community Services (Aborigines) Act 1984, it became known as the Wujal Wujal Aboriginal Shire Council.

The Wujal Wujal Shire local government area is serviced principally by what is referred to as the "coast road" joining Cape tribulation with Cooktown. This road passes directly through Wujal Wujal with no alternate routes available. The Bloomfield Track road between Wujal Wujal and Cape tribulation is unsealed and subject to flooding and closures on a regular basis.

The Bloomfield-Rossville road commences north of the township and heads towards Cooktown has had works and upgrades completed that have improved access and reliability but is still subject to flooding and closures during the wet season.

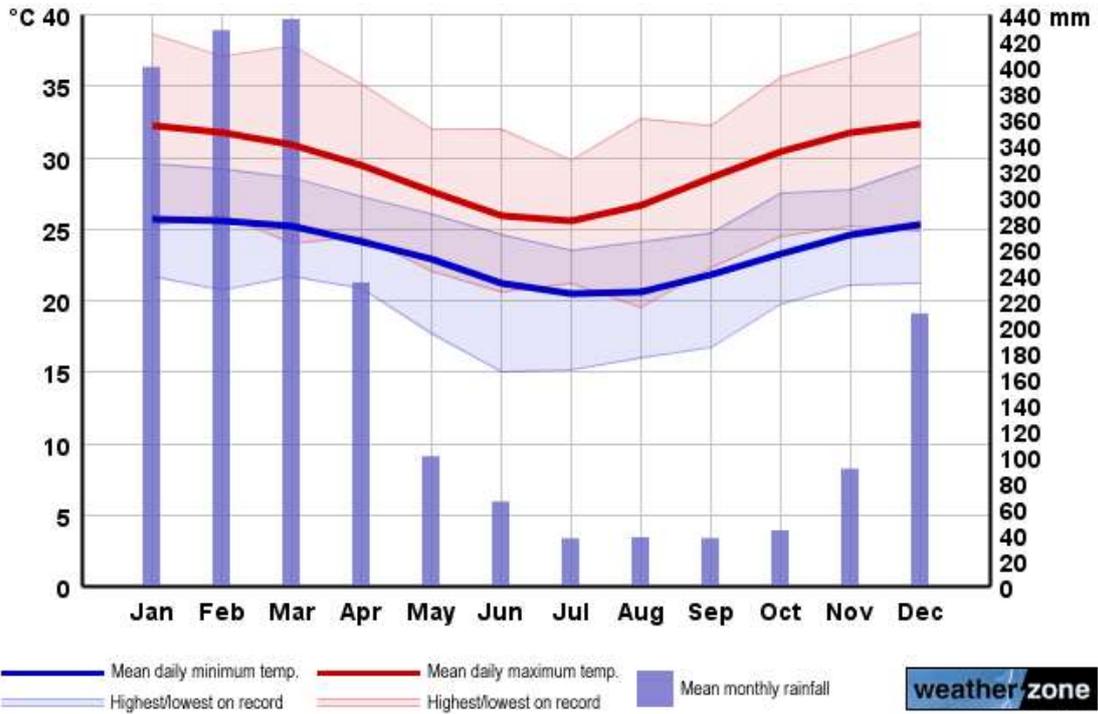
There is a private airstrip 20 Kms from the Shire with weekly or chartered flights. The Shire can also be accessed by sea via the Bloomfield River which passes through the Council's area of responsibility.

2.2. Climate

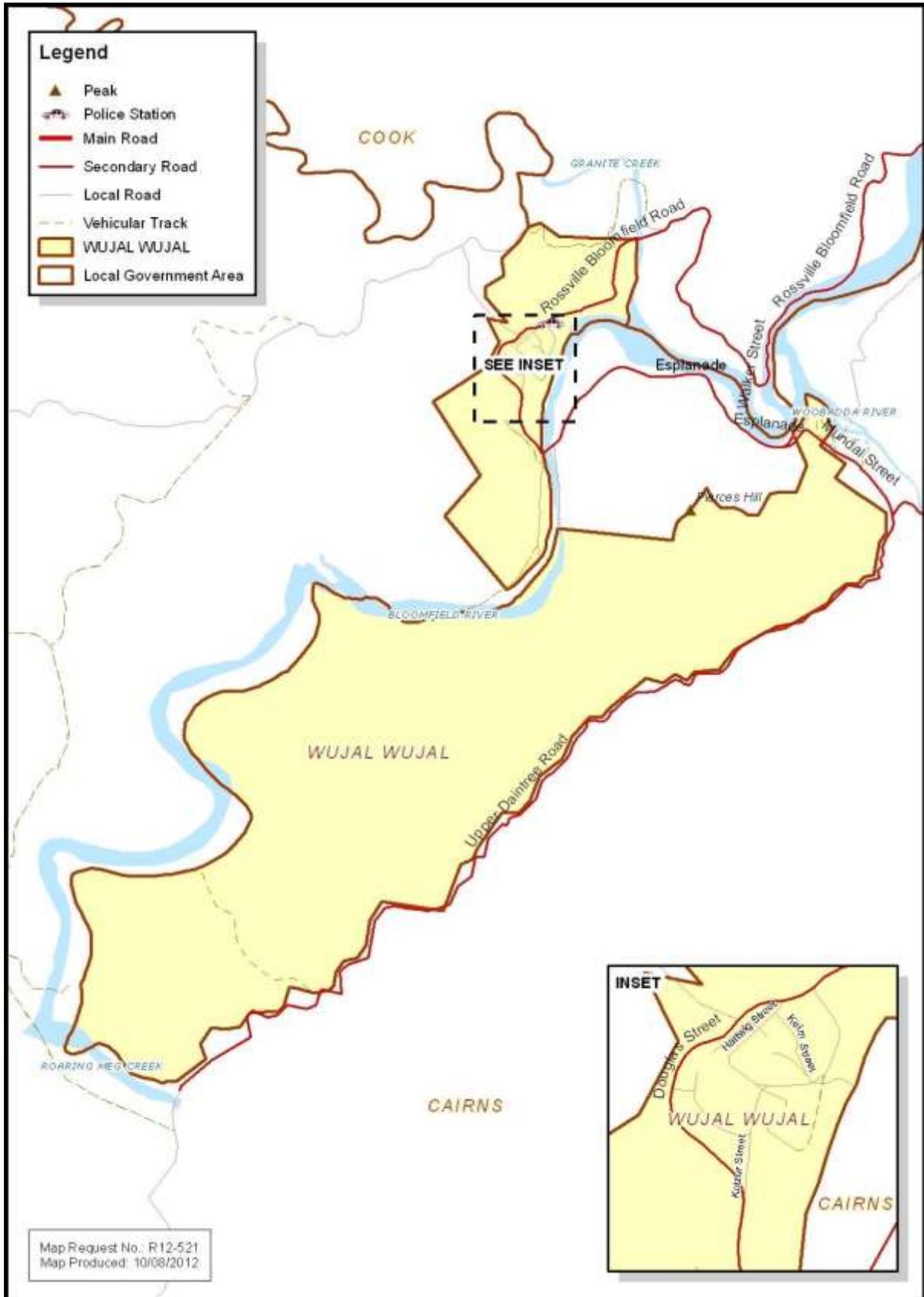
The climate is described as tropical and therefore experiences the typical wet and dry seasons. The average rainfall as recorded in nearby Cooktown is 1666 mm. The average temperature is 30° and average minimums are 23°.

Flooding in the wake of a coastal cyclone or monsoonal activity is a constant threat and is experienced on a regular basis. Although generally not life threatening, the loss of essential roads has economic consequences for the Shire and extended delays can cause supply issues.

LOW ISLES LIGHTHOUSE



Wujal Wujal Shire Map



Location of Wujal Wujal Shire



2.3. Community Profile

In the 2011 Census, there were 270 people in the Wujal Wujal Local Government Area, of these 49.3% were male and 50.7% were female. Aboriginal and Torres Strait Islander people made up 93.7% of the population.

People	Wujal Wujal	%	Queensland	%
Total	270	--	4,332,739	--
Male	133	49.3	2,148,221	49.6
Female	137	50.7	2,184,518	50.4
Aboriginal and Torres Strait Islander people	252	93.7	155,825	3.6
Median age	24		36	

- *The median age of people in Wujal Wujal is 24 years. Children aged 0 - 14 years make up 20.5% of the population and people aged 65 years and over made up 4.1% of the population.*
- *Of people in Wujal Wujal aged 15 years and over, 12.1% are married and 5.2% are either divorced or separated.*
- *In Wujal Wujal, of people aged 15 years and over, 12.0% of people are in a registered marriage and 34.5% are in a de facto marriage.*

Education	Wujal Wujal	%	Queensland	%
Pre-school	4	8.7	50,615	3.9
Primary - Government	28	60.9	258,616	20.2
Secondary - Government	5	10.9	154,133	12.0
Technical or further education institution	6	13.0	79,238	6.2
University or tertiary institution	0	0.0	173,433	13.5
Not Stated	3	6.5	311,791	24.3
Total	46	--	1,282,250	--

- *In Wujal Wujal 17.5% of people are attending an educational institution. Of these, 60.9% are in primary school, 8.7% in secondary school and 13.0% in a tertiary or technical institution.*

Country of birth	Wujal Wujal	%	Queensland	%
Australia	267	100.0	3,192,114	73.7

- *In Wujal Wujal 100.0% of people were born in Australia.*
- *In Wujal Wujal 97.8% of people have both parents born in Australia*

Ancestry	Wujal Wujal	%	Queensland	%
Australian Aboriginal	246	87.2	30,656	0.5
Torres Strait Islander	11	3.9	11,193	0.2
English	7	2.5	1,629,463	28.1
Australian	5	1.8	1,587,992	27.4
Maori	4	1.4	48,283	0.8

- **The most common ancestries in Wujal Wujal are Australian Aboriginal 87.2%, Torres Strait Islander 3.9%, English 2.5%, Australian 1.8% and Maori 1.4%.**

Religious affiliation, top responses	Wujal Wujal	%	Queensland	%
Lutheran	216	80.6	79,181	1.8
No Religion	19	7.1	955,783	22.1
Catholic	11	4.1	1,032,928	23.8
Anglican	9	3.4	817,834	18.9
Seventh-day Adventist	9	3.4	17,370	0.4

Language, top responses (other than English)	Wujal Wujal	%
Kuku Yalanji	106	39.3
Guugu Yimidhirr	4	1.5
English only spoken at home	147	54.4
Households where two or more languages are spoken	42	59.2

- **In Wujal Wujal 4.4% of people only speak English at home. The only other language spoken at home is Kuku Yalanji 39.3% and Guugu Yimidhirr 1.5%.**

Median weekly incomes	Wujal Wujal	%	Queensland	%
Personal	257	--	587	--
Family	614	--	1,453	--
Household	942	--	1,235	--

- **The median weekly personal income for people aged 15 years and over in Wujal Wujal is \$257.**

Unpaid work	Wujal Wujal	%
<i>Did unpaid domestic work (last week)</i>	170	80.2
<i>Cared for child/children (last two weeks)</i>	87	41.4
<i>Provided unpaid assistance to a person with a disability (last two weeks)</i>	29	13.8
<i>Did voluntary work through an organisation or group (last 12 months)</i>	28	13.3

Dwelling type	Wujal Wujal	%	Queensland	%
<i>Occupied private dwellings</i>	71	85.5	1,547,303	89.7
<i>Unoccupied private dwellings</i>	12	14.5	177,911	10.3
<ul style="list-style-type: none"> <i>In Wujal Wujal (S) (Local Government Areas), 85.5% of private dwellings were occupied and 14.5% were unoccupied.</i> 				

Dwelling structure	Wujal Wujal	%	Queensland	%
<i>Separate house</i>	56	78.9	1,215,302	78.5
<i>Semi-detached, row or terrace house, townhouse etc.</i>	0	0.0	129,429	8.4
<i>Flat, unit or apartment</i>	15	21.1	181,717	11.7
<i>Other dwelling</i>	0	0.0	19,575	1.3
<ul style="list-style-type: none"> <i>Of occupied private dwellings in Wujal Wujal 78.9% are separate houses, 21.1% are flats, units or apartments.</i> <i>In Wujal Wujal of occupied private dwellings 11.6% had 1 bedroom, 23.2% have 2 bedrooms and 44.9% had 3 bedrooms. The average number of bedrooms per occupied private dwelling was 2.7. The average household size was 3.6 people.</i> <i>Of occupied private dwellings in Wujal Wujal 0.0% are owned outright, 0.0% are owned with a mortgage and 100.0% were rented.</i> 				

Household composition	Wujal Wujal	%	Queensland	%
<i>Family households</i>	58	84.1	1,120,828	72.4
<i>Single (or lone) person households</i>	11	15.9	353,509	22.8
<i>Group households</i>	0	0.0	72,967	4.7
<ul style="list-style-type: none"> <i>In Wujal Wujal of all households, 84.1% are family households and 15.9% are single person households</i> 				

Household income	Wujal Wujal	%	Queensland	%
Less than \$600 gross weekly income	--	36.1	--	22.8
More than \$3,000 gross weekly income	--	4.2	--	10.2
<ul style="list-style-type: none"> In Wujal Wujal 36.1% of households have a weekly household income of less than \$600 and 4.2% of households have a weekly income of more than \$3,000. 				

Rent weekly payments	Wujal Wujal	%	Queensland	%
Median rent	65	--	300	--
Households where rent payments are less than 30% of household income	--	88.9	--	88.1
Households where rent payments are 30%, or greater, of household income	--	11.1	--	11.9
<ul style="list-style-type: none"> In Wujal Wujal the median weekly rent is \$65. There are 11.1% of all households, in this area, that are renting with 30.0%, or greater, of their income being paid in rent. 				

Mortgage monthly repayments	Wujal Wujal	%	Queensland	%
Median mortgage repayments	0	--	1,850	--
Households where mortgage payments are less than 30% of household income	--	100.0	--	90.3
Households where mortgage payments are 30%, or greater, of household income	--	0.0	--	9.7
<ul style="list-style-type: none"> The median monthly mortgage repayment in Wujal Wujal is \$0. There were 0.0% of all households, in this area, that were home owners with 30.0%, or greater, of their income being paid in mortgage repayments. 				

Number of registered motor vehicles	Wujal Wujal	%	Queensland	%
None	30	42.3	110,842	7.2
1 motor vehicle	27	38.0	547,575	35.4
2 motor vehicles	8	11.3	575,735	37.2
3 or more vehicles	6	8.5	267,081	17.3
Number of motor vehicles not stated	0	0.0	46,071	3.0
<ul style="list-style-type: none"> In Wujal Wujal 38.0% of occupied private dwellings have one registered motor vehicle garaged or parked at their address, 11.3% had two registered motor vehicles and 8.5% had three or more registered motor vehicles. 				

2.4. Community Capacity

Wujal Wujal shire's population is centred on the community of Wujal Wujal. There is great self-reliance and resilience within the community due its remoteness. Historically the community has had to fend for themselves and utilise innovative solutions to immediate problems as access to external resources and assistance has been limited.

Due to the rural and remote nature of the area there is some heavy machinery available at short notice to assist in post and pre disaster operations.

Due to the limited staffing and resources available to the Wujal Wujal LDMG any significant event that affects the Local Government area will require outside support provided by the Cairns DDMG.

Public Buildings, Spaces,

There are a number of public buildings within the Shire as follows:

Wujal Wujal township

- Council Hall / PCYC
- Multi-purpose Sports Grounds
- Church
- Kindergarten
- Indigenous Knowledge Centre / Library
- Women's Centre
- Arts and Culture Centre
- RTC Training Centre
- Men's Centre
- Health and aged care centre

2.5. Critical Infrastructure

Critical infrastructure in the Wujal Wujal Aboriginal Shire includes:

- Council Administration Building
- Council Depot
- Wujal Wujal Primary Health Clinic
- Post office and bank agency
- Council Water Treatment Plant
- Council Sewerage Treatment Plant
- State Emergency Service Unit Headquarters
- Queensland Police Station

Roads

The roads within the township of Wujal Wujal are mainly sealed roads.

There is one road that commences from South of Wujal Wujal which travels through the township and then continues north towards Cooktown referred to as the "Coast road".

The road north, outside of council's area of responsibility, travels through the small communities of Rossville, Bloomfield, Ayton and Helensvale, up to the connecting Cooktown road, and is maintained by the Cook Shire Council. A number of improvements have been made which has improved the reliability of this road allowing use in times of disaster events to access supplies and assistance but is still subject to flooding and closures during the wet season.

The road south is a gravel and dirt road until it reaches the Cape Tribulation community where it then becomes bitumen. This road is generally open to 4wd type vehicles and is often closed or unusable during the wet season. This road is maintained by Wujal Wujal Aboriginal Shire Council within its area of responsibility and Cairns Regional Council outside of this area.

Air Strips

There are no airstrips or airports managed by Council. The nearest major airport is located at Cooktown. There is a private strip north of Wujal Wujal near Ayton which is used by aircraft on a regular basis for freight and passenger movements, however is not an all-weather strip and is closed if rainfall occurs. Although there are some other private air strips between Wujal Wujal and Cooktown these are affected by weather and other factors meaning their reliability is very low and can generally not be included in planning.

Electricity

Supply is provided by Ergon Energy from the Queensland grid. No base load power stations are located within the Shire area.

Ergon Energy is the operator of the high voltage transmission lines and reticulation network providing power to consumers.

Individual power supply is accessed through the use of pre-paid electricity meter cards. This can present issues in times of extended isolation if households are unable to get into the township to purchase cards.

Communications

Television and Radio

Free to air television stations broadcast from Cairns and the Northern Territory area is available in the community.

Commercial and Government owned radio broadcasters are received in the community.

The community is also involved in the Remote Indigenous Broadcast Services designed to involve local people in the provision of local content for radio broadcasts and programming as well as providing information and communication services.

UHF / HF / VHF Two Way Radios

SES has a number of UHF hand held and base radios utilising both UHF and UHF frequencies. Agencies such as Police and Queensland Health have their own radio communications used in times of activation. During times of activation a general channel is assigned for use during this time.

Telephones-Landline, Mobile and Satellite

The traditional telephone communications system comprises mostly underground cables and telephone exchanges operated by Telstra. This system has proven to be at times unreliable and Wujal Wujal has experienced periods of up to two weeks without telephone services.

A Mobile telephone tower has also been installed and is operated by Telstra.

Satellite phones work in most areas but can be subject to black spots in heavy rainforest areas and during periods of dense cloud cover and inclement weather.

Internet, SKYPE type communications and video conferencing are available in the area.

A satellite based Telstra Iterra communications system has been installed in the community and provides telephone and data services to connected council buildings when activated.

Water supply

Provision for a safe and adequate supply of water is essential. The bacteriological, chemical and physical condition of water for human consumption should comply with established standards. In most instances, the provision and treatment of water will be the responsibility of Council. During power

outages auxiliary power will be required to ensure correct chlorination of the water supply is maintained. Council has backup generators to maintain services in times of power loss.

Sewerage

After a disaster the provision of temporary ablution facilities may be required where existing facilities are damaged or additional facilities are required. Temporary facilities will also be required where temporary camp sites, either short term or long term, have been established. During extended power outages auxiliary power will be required to ensure sewage pump stations remain operational. Council has backup generators to maintain services in times of power loss.

2.6. Essential Services

Wujal Wujal Primary Health Clinic

The Wujal Wujal Primary Health Clinic is currently staffed by four nurses with a Director of Nursing in charge. Clinics are conducted for the community at the centre by visiting doctors, specialists, and health service providers from Qld health and other providers as required.

Medical needs and emergencies outside the capabilities of the primary health clinic are transported to Cairns. Small hospitals are located at Cooktown to the north and Mossman to the south, however distance, terrain and capacity at these locations means that Cairns is usually the preferred option.

Facility Services - Wujal Wujal Primary Health Clinic	
Centre Services	Emergency On Call after hours, Accident & Emergency, Child & Adolescent Health, Women's Health, Mental Health, Sexual Health, Chronic Disease, Environmental Health & Disease Control, Diabetes & Nutritional Health, Alcohol & Substance Use, Aged Care.
Visiting Services	Royal Flying Doctor Services; Child Health; Obstetrician and Gynaecologist; Occupational Therapist; Chest (Thoracic) Specialist; Nutritionist/Dietician Services; Ophthalmologist; Public Health; Environmental Health; Alcohol and Drug and STD teams visit the Cape Sector communities on an ad hoc basis; Sexual Health; Physician; Paediatrician; Mental Health; Dental Services; Women's Health; Optometrist; QAS; Family Health; Radiographer.
Community Health Services	Antenatal Clinics; Nutrition Health Visits; School/Child Health Screen; Women's Health Clinics; Diabetic Care; Chronic Disease Program.
Distance to Main Referral hospitals	Cairns Base Hospital - 179km Cooktown Multipurpose Health Service – 70 km

Queensland Ambulance Service

There is no Queensland Ambulance Service in the community. This function is performed by the Primary Health Clinic.

Queensland Police Service

There is currently a two officer police station located in the township of Wujal Wujal. There are police stations located at Cooktown and Mossman which provide assistance as required depending on road closures.

Wujal Wujal Rural Fire Service

There are no Queensland Fire Service urban personnel in the community. There is a Queensland Rural Fire Service unit located at Ayton with limited equipment and staff. The nearest Auxiliary unit is located at Cooktown.

Wujal Wujal State Emergency Service

A SES unit currently works from a purpose built headquarters plus a demountable building located in the Wujal Wujal Township. The headquarters building houses equipment utilised by all of the present

emergency services. The SES has use of a 4 X 4 vehicle, a general rescue a trailer, a flood boat, road accident rescue equipment, first aid equipment and lighting equipment..

2.7. Hazardous Sites

There are currently no declared hazardous sites within the Shire.

2.8. Disaster Risk Assessment

The Wujal Wujal LDMG is currently undertaking a Natural Hazard Risk Assessment to determine the community's vulnerability. This will be achieved through the identification and examination of hazards to identify risk, analysis of the risk to evaluate the likelihood and consequence of a disaster occurring and analysis of the evaluation to identify treatment options. This assessment will allow for the targeting of mitigation, preparation, recovery and resilience actions to achieve a safer and more sustainable community.

The Wujal Wujal Natural Hazard Risk Assessment is based on the Australian/New Zealand Standard **AS/NZS ISO 31000:2009 Risk management – Principles and guidelines**.

When completed, the Wujal Wujal Natural Hazard Risk Assessment will form part of the suite of documents utilised by the Wujal Wujal LDMG, in relation to Disaster Management Planning.

	Consequence				
Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Almost certain	Moderate	High	Extreme	Extreme	Extreme
Likely	Low	Moderate	High	Extreme	Extreme
Possible	Low	Low	Moderate	High	Extreme
Unlikely	Low	Low	Moderate	High	High
Rare	Low	Low	Moderate	Moderate	High

Vulnerable Sector

The following are the sectors of the Wujal Wujal Council area that are at risk and are identified in the risk management record:

- people
- infrastructure and Property
- environment

Potential Risk

Wujal Wujal people, infrastructure, environment and economy:

- possible injury and fatalities
- infrastructure including private buildings damaged and destroyed
- damage to the environment
- effect on the economy as a result of reduction in tourism and industry

Likelihood

The likelihood of the event occurring in Annual Recurrence Interval (ARI):

- A – almost certain ARI 10
- B – likely ARI 50
- C – possible ARI 100
- D – unlikely ARI 500
- E – rare ARI 1000

Consequence

The following are the potential risk scenarios of a disaster on the Torres Region:

Insignificant Risk

- no fatalities
- medical treatment required
- small number displaced for a short period, some damage
- little disruption to the community
- some impact on the environment, with no lasting effects
- some financial loss.

Minor Risk

- small number of fatalities
- hospitalisation required
- minor temporary displacement
- significant damage
- some community disruption
- serious impact on environment with no long term effects
- significant financial loss.

Moderate Risk

- multiple fatalities
- numerous injuries requiring hospitalisation
- significant numbers displaced for short periods
- serious damage requiring some external assistance
- community functioning with difficulty
- severe impact on environment with long term effects
- serious financial loss.

Major Risk

- numerous fatalities
- extensive injuries, with significant hospitalisation
- large numbers displaced for significant duration
- severe damage that requires external resources
- community only partially functioning
- severe permanent damage to the environment
- Severe financial loss.

Catastrophic Risk

- mass fatalities
- large numbers requiring hospitalisation
- general and widespread displacement for extended duration
- widespread extensive damage
- community unable to function
- widespread severe permanent damage to the environment
- widespread severe financial loss.

Residual Risk

Through the application of the risk assessment process, there will be instances where the LDMG identifies the application of treatment options at the local level will not be adequate and residual risk remains requiring further assistance.

Transferring all or part of this risk through risk sharing is an available treatment option. The application of risk sharing at the local level would involve the transfer or sharing of the risk with neighbouring LDMGs, the DDMG or other stakeholders. The LDMG is transferring Residual Risk to the DDMG.

See *Residual Risk Table* at Appendix J.

2.9. Threats

This plan has been developed within the context of an 'All Hazards' approach, however, the main threats to the region have been previously identified as:

Storms/Cyclones and Flooding

Due to its geographical positioning the area can experience cyclones during the months of November to April, which is known in the Far North as the cyclone season or wet season; however, some cyclones have been recorded as late as June. Cyclones usually lose intensity over land.

Cyclones, and the after affects such as heavy rainfalls, often result in flooding from two directions, the Pacific Ocean to the east and from the Gulf of Carpentaria to the northwest.

Landslides

The landslide threat to the population within the area is low. However, during constant heavy rainfalls landslides may intermittently block the roads into and out of the community.

Bushfire

The majority of the Shire is under Deed of Grant in Trust arrangements administered by the Wujal Wujal Aboriginal Shire Council. The area is also surrounded by a number of forestry reserves, world heritage rainforests and crown land. The areas surrounding the township are regularly threatened by bushfires.

The goal of the Bushfire Risk Mitigation Plan (**BRMP**) is to document and encourage proactive actions to mitigate bushfire hazard and risk through planning and actions by land managers, owners or occupiers, as per section 67 of the Fire and Emergency Services Act 1990.

The Disaster Management Act 2003 and the Queensland State Disaster Management Plan provides the authority to promote bushfire mitigation planning as an important component of Local Disaster Management Plans

The Queensland State Disaster Management Plan stipulates that Queensland Fire and Emergency Services (QFES) has primary management responsibility for ensuring the preparation of Bushfire Mitigation and Readiness Plans.

The BRMP process is consistent with the hazard specific planning envisaged under the Queensland Disaster Management Arrangements (QDMA).

Fires are common in the period from March to November, and regularly come close to populated areas. Although there is a risk of wildfire throughout the Kowanyama, it is not considered to be of a level of severity which would necessitate the activation of the disaster management system to coordinate a response in relation to an outbreak.

Earthquakes

From historical data it could not be stated that the region is a high risk area in terms of the likelihood of being subjected to an earthquake at a sufficient level to cause significant loss. Nevertheless, it is within the realms of possibility that the region could be impacted by such an event.

Epidemics

The risk of an outbreak of disease such as pandemic influenza throughout the population of the Shire could cause the health system to be taxed to its limits and may involve the isolation and quarantine of a substantial number of people for a protracted period.

Exotic Animal Disease

Potential exists in Australia for the rapid spread of exotic animal diseases with a subsequent impact on the rural and national economy.

Exotic Plant Disease

Potential exists in Australia for the rapid spread of exotic plant diseases with a subsequent impact on the rural and national economy.

Tsunami

From historical data it could not be stated that the region is at high risk in terms of the likelihood of being subjected to a Tsunami. Nevertheless, it is within the realms of possibility that the area could be impacted by such an event

Major Infrastructure Failure

The widespread loss of power, with consequential interference with telecommunications, water supply, or sewerage treatment systems will not have a significant impact on the community as Wujal Wujal Aboriginal Shire Council has strategic backup systems for water and sewerage and has a supply of battery operated Satellite phones that will not be affected by localised telecommunication failure.

These fail safes are expected to keep the community operational in the immediate post disaster period until a coordinated emergency response can be initiated utilising internal and external resources.

The failure of telephone services for an extended period of time will have an effect on the community.

Transport Accidents

There is a possibility that a multi casualty vehicle transport accident causing severe strain on the capability of the emergency services in the Shire to respond.

Aircraft Accidents

The Shire has no regular passenger services (RPT) to its airstrips however large numbers of non-commercial aircraft regularly fly over the Shire. There is a private strip located north of the township near Bloomfield Lodge however this is not an all-weather strip and closes when rainfall occurs.

Fuel and Chemical Spills

There are limited numbers of fuel and chemical trucks that pass through the Shire on a regular basis with a low risk of accidents occurring that could cause serious injury or death. However there is no alternate route around Wujal Wujal for these types of vehicles travelling the coast road.

Terrorist Incidents

There is only a very minor risk of a terrorist incident occurring in the Wujal Wujal Aboriginal Shire Council area due to the remoteness and lack of major infrastructure.

Alcohol Management Plan

The area comprising the Wujal Wujal Aboriginal Shire is subject of an Alcohol Management Plan. At present alcohol is not permitted to be consumed within the Shire area. Those travelling to the area during response or recovery operations need to be aware of the alcohol restrictions as breaches can result in criminal prosecutions.

3. Prevention

This section addresses the areas of how the Local Disaster Management Group and other organisations can take steps to reduce the impact of disaster events within the community and increase the Community Awareness activities undertaken pre-event to create empowered, sustainable and resilient communities;

3.1. Legislation, Building Codes and Building-Use Regulations

National and State Government legislation, building codes as well as the Sustainable Planning Act (SPA) requirements are applied in the Shire for all developments which minimise the risks involved for severe storms, floods, fire and earthquakes.

3.2. Public Awareness

The community will be informed of the Disaster Management Arrangements the Wujal Wujal Aboriginal Shire Council has in place by the conduct of public meetings, information distribution, newspaper articles, advertisements and brochures as follows. They will also be advised that the plan is included for viewing and downloading from the Council's website or Queensland Disaster Management Website which will show the latest version of the plan available.

Council Offices

The Local Disaster Coordinator will ensure the Council's office has on display any public awareness material available from QFES or other agencies.

The current copy of the Local Disaster Management Plan is available for public viewing in the Shire office.

Business

The Local Disaster Coordinator will ensure all National Parks, Tourist Information Centres, Resorts and other centres have ample supplies of brochures and information on the Shire's disaster management arrangements.

Community Groups

The Local Disaster Coordinator will coordinate meetings with relevant groups to ensure their members are aware of the Shire's disaster management arrangements.

Community Members

The State Emergency Service on behalf of the LDMG will conduct public information sessions to present the current arrangements in place to assist the community to prepare for potential hazard impacts or threats. Such meetings will be held in all areas of the Shire and will be tailored to be language appropriate. The meetings will be held as close to the beginning of each Cyclone season as possible.

The Wujal Wujal Aboriginal Shire Council will each year prior to the Cyclone and Bushfire Seasons arrange for Preparedness brochures to be delivered to each household in the Shire. These brochures will also be made available at the Councils Administration Office year round.

Media

The Council will provide a media release on the adoption of the new Disaster Management Plan, and following any subsequent annual updates of the Plan. Council will arrange for inclusion of a disaster preparedness information page in local newsletters at times prior to and during the Cyclone and Bushfire seasons.

During an activation or event

The Chair of the LDMG or his/her delegated person will provide regular media releases in the event of a disaster if this is deemed necessary by the LDMG. The Chair of the LDMG is the delegated media spokesman in this situation. The LDMG will utilise the local Radio station (RIBS) to broadcast warning messages to the community.

3.3. Land Use Management Initiatives

The Department of Environment and Heritage Protection, Council and others encourage the use of land care practices that can reduce the chances of potential disasters from:

- Rural fires;
- Pest plant spread;
- Animal and plant disease spread; and/or
- Erosion and water pollution.

4. Preparedness

4.1. Local Disaster Coordination Centre – Event Coordination

Overall management of the coordinated response is the responsibility of the LDC of the LDMG.

Coordination of the Local Disaster Coordination Centre (LDCC) is the responsibility of the Local Disaster Coordinator (LDC).

Activation of the LDMG will be in response to a local event that demands a coordinated community response. The authority to activate the LDMG is vested in the Chair or delegate of the LDMG. It is the duty of the Chair or delegate to inform the DDC regarding the Plan's activation. The plan may also be activated at the request of the DDC.

The functions of the LDCC are:

- to co-ordinate Council's and community resources in support of agencies involved in response and recovery operations
- to co-ordinate additional resources allocated to Council through the DDCC
- to co-ordinate the collection, collation and dissemination of information to the DDCC and the Wujal Wujal community.

All agencies will be represented with the LDCC by a person able to commit the resources of their agency. All response will be conducted through the LDCC under the priorities set by the LDMG and relayed through the Local Disaster Coordinator LDC.

The LDCC will be located in the Wujal Wujal Council Chambers, 1 Hartwig St, Wujal Wujal.

Activation and Standard Operating Procedures are contained in:

- Appendix.1 - *Activation of the LDMG Sub Plan*
- Appendix.2 - *Local Disaster Coordination Centre - Sub Plan.*

Communication procedures are contained in:

- Appendix.2 - *Local Disaster Coordination Centre - Sub Plan.*

4.2. Warning Systems and Public Education

The release of information to the community regarding emergency and associated threats, will be approved by the Chairperson and distributed after discussions with the Officer in Charge of the Lead Agency and the Local Disaster Coordinator.

Refer to Section 3.2 Public Education in this plan, and also to Appendix.10 - *Public Information and Warnings Sub Plan.*

4.3. Response Capability and Strategy

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

4.4. Training and Exercises

Training strategy

In accordance with s16A(c) of the Disaster Management Act 2003, the Queensland Disaster Management Training Framework outlines training courses to be undertaken by the key disaster management stakeholders roles to support the effective performance of eant identified role.

4.4.1. Chair and Deputy Chair of the LDMG

Induction

Local Disaster Management Group Member Induction

Mandatory Training Courses

Queensland Disaster Management Arrangements

Module 1 -Introduction to Disaster Relief and Recovery Funding Arrangements

** Note: There are a number of other training programs that have been identified as 'Needs Based' that this position may consider completing should it be deemed relevant to this community. This will be identified in consultation with your Emergency Management Coordinator – QFES.

4.4.2. Local Disaster Coordinator

Induction

Local Disaster Management Group Member Induction

Local Disaster Coordinator Induction

Mandatory Training Courses

Queensland Disaster Management Arrangements

Module 1 – Introduction to Disaster Management Planning

Module 1 – Business Continuity

Module 1 – Exercise Management

Module 1 – Introduction to Disaster Coordination Centre -

Module 1 - Introduction to Evacuation

Module 1 – Introduction to Evacuation Centre Management

Module 1 – Introduction to Recovery

Module 1 - Introduction to Resupply

Module 1 – Introduction to Warnings and Alert Systems

Module 1 – Introduction to Disaster Relief and Recovery Funding Arrangements

** Note: There are a number of other training programs that have been identified as 'Needs Based' that this position may consider completing should it be deemed relevant to this community. This will be identified in consultation with your Emergency Management Coordinator – QFES.

4.4.3. LDMG Members

Induction

Local Disaster Management Group Member Induction

Mandatory Training Courses

Queensland Disaster Management Arrangements

Module 1- Introduction to EvacuationModule 1 – Introduction to Recovery

** Note: There are a number of other training programs that have been identified as 'Needs Based' that this position may consider completing should it be deemed relevant to this community. This will be identified in consultation with your Emergency Management Coordinator – QFES.

Resources

A full listing of resources available is included in Appendix G – Resource List

Equipment - includes chainsaws, concrete cutting saws, pumps, pneumatic hammers and a variety of hand operated tools usually associated with civil construction or maintenance work.

Plant - ranges from small passenger vehicles to large trucks and includes four-wheel drive and two-wheel drive utilities. Other plant includes graders, backhoes and front-end-loaders and skid steer loaders.

If additional resources are required the resources will initially be sourced through local suppliers that are:

- contracted to Council
- are capable of providing the resources
- can support Council in responding to a disaster through the provision of resources

A list of all available resources is included in Appendix.11 *Public Works and Engineering Sub Plan*.

4.5. Exercises and Evaluations

Each year it is proposed that one or more of the following exercises shall be held:

- a table top exercise or
- a Local Disaster Coordination Centre exercise
- a small scale exercise involving the SES and the testing of the LDCC or
- involvement in a District Disaster Exercise.

The purpose of these exercises is to test the resource and response capabilities of the LDMG and other agencies. The resource Measurement of Capability Table 4.6 shall be updated after each exercise.

In determining whether an exercise achieved its original aim, it is important to evaluate to what extent the exercise objectives were met and how the exercise was conducted generally.

Post-Event Analysis

The LDMG may choose to review its operations following an event through one or more of the following:

- hot debrief – debrief undertaken immediately after operations are complete giving participants the opportunity to share learning points while the experience is still very fresh in their minds
- post event debrief is a more formalised debrief of the event by the Local Disaster Management Group, conducted days or weeks after an operation, when participants have had an opportunity to take a considered view of the effectiveness of the operation.

Ideally this debrief should occur after each participating agency has had the opportunity to have a single agency debrief of the activity. The LDMG may consider having the debrief facilitated by an independent person or organisation, with the findings tabled at the next LDMG meeting.

The debrief shall:

- seek constructive information from those being debriefed
- analyse the operation to determine what went right, what went wrong and why without trying to apportion blame
- acknowledge good performance
- focus on improving planning and procedures
- record relevant information to enable reports to be compiled.

The debrief shall address:

- what happened during the event
- areas which were handled well
- areas where the coordination or the response could be improved
- identified areas for amendment of plans, procedures, or training programs
- the required amendment to documentation should be included in the regularly programmed review of the Local Disaster Management Plan
- a Post Event Operational Review Report should be completed in association with Emergency Management Queensland and provided to the district as required.

4.6. Measurement of Capability

The table below sets out a measurement of response capability. This may be achieved through operational activation or by the conduct of exercises.

Date	Type	Process or Event	Participants	Opportunities for improvement (identify these in priority)	Action Plan (actions derived from lessons learnt)	Completion Date (for evaluation of implementation of Action Plan)
Apr/May 2013	Activation	Cyclone Zane	All disaster management staff and volunteers	Completed	Completed	Completed
Jan 2013	Activation	Cyclone Oswald	All disaster management staff and volunteers	Completed	Completed	Completed

5. Response

The principle purpose of the emergency response is the preservation of life and property. Response is defined as the actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised, and that people affected are given immediate relief and support.

5.1. Activation

Activation may occur as:

- a response to a worsening situation or
- at the request of the responsible Lead Agency (in situations where no prior warning is possible).

Activation of the LDMG is a four stage operation being:

Alert

Lean Forward

Stand-Up

Stand-Down.

The activation of each stage is dependent upon the type of hazard situation.

Response Activation Matrix

Level of Activation	Definition
Alert	A heightened level of vigilance and preparedness due to the possibility of an event in the area of responsibility. Some action may be required and the situation should be monitored by staff capable of assessing and preparing for the potential threat.
Lean Forward	An operational state 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 stand by and prepared but not activated. Situational reports (SITREPS) to DDC should continue as arranged.
Stand up	An operational state where resources are mobilised, personnel are activated and operational activities commenced. Disaster coordination centres are activated. Situational reports to DDMG continue according to agreed timelines.
Stand down	Transition from responding to an event back to normal core business and/or continuance of recovery operations. There is no longer a requirement to respond to the event and the threat is no longer present.

Activation of LDMG is detailed at *Appendix.1. Sub Plan*

The LDCC is activated by the Local Disaster Coordinator.

Activation and Operating Procedures are detailed at *Appendix.2 Local Disaster Coordination Centre - Sub Plan*

Authority to Activate

The authority to activate the LDMG is vested in the Chair of the LDMG. It is the duty of the Chair (or their delegate) to inform the DDC of the activation of the Plan.

Alert – A heightened level of vigilance due to the possibility of an event in the area of responsibility. Situational reports to be discussed with the DDC. No further action is required; however the situation should be monitored by someone capable of assessing the potential of the threat.

Lean forward – An operational state 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 stand by and prepared but not activated. Situational reports (SITREPS) to DDC should continue as arranged.

Stand up – An operational state where resources are mobilised, personnel are activated and operational activities commenced. Disaster coordination centres are activated. Situational reports to DDMG continue according to agreed timelines.

Stand down – Transition from responding to an event back to normal core business and/or continuance of recovery operations. There is no longer a requirement to respond to the event and the threat is no longer present.

Warning notification and dissemination

The LDMG has an important role in ensuring the notification and dissemination of warnings to members of the LDMG and elements of the community that may fall under the responsibility of LDMG member agencies. It is important that the LDMG has an established notification and dissemination process prepared and documented within the LDMP and be able to be implemented.

Good public communication is vital to the successful handling of any disaster event. A well informed public is better able to respond to a disaster, which in turn will minimise the impact of the event on the community. A program of community education prior to an event, ensures the public are made aware of the risks of disasters, how local responders are prepared to deal with events and what they should do to prepare before disasters occur.

When an event is imminent, it is essential the public are warned of the danger and provided with information about the event and advice on recommended actions. The key objective is to deliver accurate, clear, timely information and advice to the public so they feel confident, safe and well informed and are aware of any recommended actions.

There are a number of different warnings that emanate from various sources that are relevant to the threats which impact on the Region. Predominantly warnings will be issued by the Bureau of Meteorology in relation to Severe Weather Warnings and Tropical Cyclone Advises but can also arise from other sources such as Queensland Fire & Rescue Service in relation to hazardous materials incidents and bushfires or Geo-Science Australia for earthquakes. Warnings will be broadcasted on local radio, websites and social media sites. Assistance will be sought from Community Disaster Management Groups (where it is safe to do so) to distribute warnings at key locations throughout their communities.

The LDC can request, through their QFES member on the LDMG, an Emergency Alert campaign to be delivered via landline and text messages to potentially affected communities. It is vital that warning messages are appropriate to the risk and the kind of audience being addressed.

The process for the notification and dissemination of warning products is not a function dependant on the activation of the LDMG, rather should be an automatic responsibility of LDMG Executives and members regardless of the status of activation of the LDMG.

The process for dissemination of warnings and public information is documented in the *Public Information & Warnings Sub Plan*.

Operational Reporting (SITREP)

Extraordinary meetings of the Local Disaster Management Group will be convened on an as required basis during disaster operations.

During operational activity the LDMG, through the operation of the LDCC, will be responsible for the preparation and distribution of SITREPs. The LDMG will ensure regular and accurate information is received from operational areas to inform operational response, forward planning and the contents of the LDMG SITREP. The production of SITREPs takes time and effort and the LDMG will need to consider the allocation of appropriate staff in the LDCC to compile the SITREP. The nature of the disaster and the involvement of the DDMG will determine the timings, complexity and format of the SITREP for a given event.

The frequency of operational reporting in the form of SITREPS to the DDMG and consequently to the State Disaster Management Group will be communicated by the DDC.

Tasking Log

A tasking log will be used during activations to record actions taken and the responsible agency or officer. It is anticipated that the log will be used by the LDC or in larger operations the Tasking or Operations Officer in the LDCC.

A tasking log may contain details of:

- the specific operational tasks to be undertaken
- the date and time of commencement of the tasks
- the agency and responsible officer to which the task has been delegated
- relevant contact details
- the date and time of completion of the task; and
- actions taken and contextual comments.

The use of a tasking log will ensure that planned operational contingencies have been executed. Tasking logs should be treated as official records and shall be stored and archived appropriately to provide information to any post event review.

5.2. Accessing Support

Incidents of local concern, can be managed using local resources and will be managed by the LDMG, however when local resources are exhausted, the District Disaster Management Plan (DDMP) and State Disaster Management Plan provide for external resources to be made available, firstly from the District, and then secondly on a State-wide basis.

Only the LDC and Chairperson are authorised to seek external resources through the DDMG.

Where possible LDCC shall provide land line telephones, computer access, two way radios, desk space and administrative resources to agency Liaison Officers.

Requests to DDMG

All requests to the DDMG will go through either the LDC and or Chair of the LDMG or their delegate after confirming all available local resources have been exhausted.

Support from External Agencies (public & private)

Council's preferred suppliers are held by Council's Procurement Officer.

5.3. Sub Plans

The following Sub-Plans have been written for specific functions refer to Section 7 Appendices - Appendix A – Sub Plans:

- *A.1 Activation of LDMG* – sets out the process for the activation of the LDMG
- *A.2 Local Disaster Coordination Centre* – standard operating procedures for activating, staffing and management of the LDCC during an event
- *A.3 Financial Management* – establishes the procedure for purchasing, procurement and the process for tracking agency costs for response and recovery from a disaster
- *A.4 Community Support* – includes the Community Support Sub Plan and provides procedures and processes to be used during both the response and recovery phase of an event
- *A.5 Evacuation* – this plan sets out the process for evacuation, who makes the decision, how it is activated, who gives direction to evacuate and to which centre
- *A.6 Evacuation Centre Management* – establishes the roles and responsibilities for the opening up, staffing, registering and in general caring for evacuees
- *A.7 Impact Assessment* – this plan provides the LDMG with the tools to carry out an initial and then a more detailed impact assessment on the effect of the disaster on infrastructure, private property and the people in the community
- *A.8 Medical Services* – this Plan provides a list and contact details for medical support in the Cairns Region

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- A.9 *Public Health* – Wujal Wujal Aboriginal Shire Council Health Plan sets out the responsibilities of the Environmental Health Officer in the event of a disaster and the support given by Queensland Public Health.
 - A.10 *Public Information and Warnings* – provides the guidelines for the public awareness and education programs undertaken by members of the LDMG and also the procedure for issuing warnings or advice pre, during or post event
 - A.11 *Public Works and Engineering* – protection and restoration of infrastructure before, during and after an event is paramount and this plan identifies key resources and assistance that can be deployed
 - A.12 *Transport* – transport plays a key role in a disaster in not only ensuring access to the area for response teams but also to evacuate people if required
 - A.13 *Logistics* – resource management, particularly of material resources, is an area that can cause extreme problems in response to a major event. This plan addresses the issues and provides process to be followed during a major event

5.4. Risk Treatment Arrangements

This Local Disaster Management Plan is based on the all-hazards approach. There are no threat specific plans as such, each threat or event is responded to in a similar manner and the key to a successful operation is to manage the consequences of the event to produce the best outcome for the Wujal Wujal community.

The types of threat or disaster/emergency will vary significantly with each type of event having its own special requirements; however the response will be in accordance with the LDMP and supporting Sub-Plans.

The Operational Sub-Plans are applicable to all hazards and some or all of the Sub Plans will be implemented depending on the particular event.

Some Risk Treatment Arrangements have been prepared for specific risks. Refer to *Appendix J Risk Treatment Arrangements*.

5.5. Initial Impact Assessment

The details of who carries out initial inspections and assessments, the procedures for reporting and action to be taken is set out in *Appendix.7 Impact Assessment Sub Plan*.

6. Recovery

6.1. Recovery Principles

Recovery is a remedial and developmental process encompassing the following activities (the source document for Recovery is the EMA Recovery Manual):

- regeneration of the emotional, social and physical well-being of individuals and communities
- reducing future exposure to hazards and associated risks
- reducing the consequences of the disaster on a community
- taking opportunities to adapt to meet the physical, environmental, economic and psychosocial future needs of the community.

Disaster recovery is most effective:

- when management arrangements recognise that recovery from a disaster is a complex, dynamic and protracted process
- when agreed plans and management arrangements are well understood by the community and all disaster management agencies
- when community service and reconstruction agencies have input to key decision making
- when conducted with the active participation of the affected community
- when recovery managers are involved from initial briefing onwards
- when recovery services are provided in timely, fair, equitable and flexible manner
- when supported by training programs and exercises.

6.2. Recovery Concepts

The major themes of the Recovery Concepts are:

- community Involvement – recovery processes are most effective when affected communities actively participate in their own recovery
- local Level Management – recovery services should be managed to the extent possible at the local level
- affected Community – the identification of the affected community needs to include all those affected in any significant way whether defined by geographical location or as a dispersed population
- differing Effects – the ability of individuals, families and communities to recover depends upon capacity, specific circumstances of the event and its effects
- empowerment – recovery services should empower communities to manage their own recovery through support and maintenance of identity, dignity and autonomy
- resourcefulness – recognition needs to be given to the level of resourcefulness evident within an affected community and self-help should be encouraged
- responsiveness, Flexibility, Adaptability and Accountability – recovery services need to be responsive, flexible and adaptable to meet the rapidly changing environment, as well as being accountable
- integrated Services – integration of recovery service agencies, as well as with response agencies, is essential to avoid overlapping services and resource wastage
- coordination – recovery services are most effective when coordinated by a single agency
- planned Withdrawal – planned and managed withdrawal of external services is essential to avoid gaps in service delivery and the perception of leaving before the task has been completed.

6.3. Recovery Components

There are four elements of recovery and all components are interdependent of each other and one cannot operate effectively without the others. The Recovery Plan considers in detail each component and addresses the issues identified:

Community Recovery – families and individuals:

- Community characteristics
- Resources necessary to assist in recovery
- Identify government and non-government organisations would be necessary during recovery
- What financial assistance is available to the community and how to access this assistance.

Infrastructure Recovery – infrastructure and services:

- Restoration of essential services
- Community access to services
- Facilitation of restoration of living conditions and security
- Prioritising the rebuilding of infrastructure and community lifelines
- How to communicate with the community
- How to integrate arrangements with other agencies.

Economic Recovery – business continuity, industry restoration:

- What impact will the disaster have on business continuity and job security
- Who needs to be involved in rebuilding economic viability in the community
- Management of damaged reputation regionally, nationally and internationally.

Environmental Recovery – our natural surroundings:

- Identification of considered issues in managing environmental damage caused by the disaster
- Identification of who should be involved in this process.

6.4. Interim Recovery Arrangements

Interim Recovery Arrangements provide interim guidelines for recovery from a disaster event and actions that both Councils may take in the recovery process.

Financial Management.

Due to the nature of many disaster situations, finance operations will often be conducted with compressed time constraints and other pressures, necessitating the use of non-routine procedures. This in no way lessens the requirement for sound financial management and accountability.

Each participating agency shall predetermine the type and limit of expenditure permitted (individual expense and cumulative expense) by their group members without further reference to senior management. This also includes predetermining management processes for the expeditious financial authorisation of support and relief staff, as may be required.

Financial Management Sub-Plan.

Disaster related finances are not normally included in the budgetary processes of local governments or other responding agencies. During a disaster event, each support agency is responsible for providing its own financial services and support to its response operations in the field.

The Financial Management Sub-Plan outlines local government and other responding agency internal financial arrangements in support of a disaster event, and the eventual financial claiming process to recoup funds. Contents of the Financial Management Sub-Plan include:

- consideration of eligibility for NDRRA or SDRRA funding
- authority/delegation to expend funds
- authorised expenditures
- recording of expenses
- recouping of funds.

Document Management and Accountability.

When an event occurs, each participating agency shall immediately begin accounting for personnel and equipment costs relating to disaster operations. Reimbursement is not an automatic process and requires solid evidence of disaster related expenditure.

Care and attention to detail must be taken throughout the disaster operations period to maintain logs, formal records and file copies of all expenditure (including personnel timesheets), in order to provide clear and reasonable accountability and justifications for future audit and potential reimbursement purposes.

For further information on Financial management during a disaster event see *Financial Management Sub Plan* at Appendix A.3.

Disaster Financial Assistance Arrangements.

There are two sets of financial arrangements which, if activated by the Minister (Minister for Police and Community Safety), provide financial support to Queensland communities impacted by a disaster event through the reimbursement of eligible expenditure:

SDRA - The intent of the SDRA is to assist in the relief of communities whose social wellbeing has been severely affected by a disaster event (natural or non-natural).

The SDRA is state funded, and therefore not subject to the Australian Government imposed event eligibility provisions or activation threshold. As a consequence, SDRA is able to address a wider range of disaster events and circumstances where personal hardship exists.

NDRRA - The intent of the NDRRA is to assist the relief and recovery of communities whose social, financial and economic wellbeing has been severely affected by a disaster event. The arrangements provide a cost sharing formula between the state and Australian Government and include a range of pre-agreed relief measures.

Eligible disasters under NDRRA include cyclone, flood, landslide, meteor strike, storm, bushfire, storm Surge, terrorist event, tsunami, tornado and earthquake. Drought, frost, heatwave, epidemic events relating from poor environmental planning, commercial development or personal intervention are not eligible events under NDRRA.

To claim for expenditure reimbursement under SDRA or NDRRA arrangements:

- the relevant arrangements must be activated
- the relevant relief measures must be activated and the expenditure must meet the eligibility requirements of that measure
- documentary support for all eligible expenditure detailed in the claim must be provided by the claimant.

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 it is recommended that:

- joint media conferences be held at designated times involving key stakeholders, including the Chair of the LDMG where geographically feasible
- key spokespersons should be senior representatives of the LDMG agencies involved in the event
- the scheduling of media conferences requires a coordinated approach to ensure there is no conflict between State, district or local announcements
- statistics are a potentially contentious issue requiring checking carefully with all agencies before release
- each agency is only to comment on its own areas of responsibility.

The LDMG has developed a media management strategy that:

- is flexible for application in any given event
- identifies key messages to inform the community, including reinforcing the LDMG's role in coordinating support to the affected community
- identifies preferred spokespersons for factual information (e.g. evacuation measures, road closures)
- is consistent with the crisis communication network arrangements outlined in the Queensland Government Arrangements for Coordinating Public Information in a Crisis.

For further information on media management during a disaster event see *Public Information and Warnings Sub Plan* at Appendix A.10.

Logistics support and resource allocation

When the LDMG requires logistics support and/or resources to meet operational requirements that are beyond local capacity and capability, the LDMG shall formally seek assistance through a Request for Assistance forwarded to the DDCC.

It is recognised that administrative boundaries may unnecessarily separate resources from impacted communities.

Logistics Sub-Plan

Resource management, particularly of material resources, is an area which can cause extreme problems in the response to a disaster event. As well as an influx of requests for material assistance, a Logistics Sub-Plan is provided for a situation where both requested and non-requested resources arrive en-masse to the affected area.

The Logistics Sub-Plan is developed to manage the receipt and delivery of the appropriate supplies within the disaster affected area, in good condition, in the quantities required, and at the places and times they are needed.

Contents of the Logistics Sub-Plan include:

- SDCC approved request-for-assistance protocols and form/template
- local and regional resource supply arrangements and suppliers contacts
- management
- warehousing
- asset recording and tracking
- transportation
- return of hired or unused materials after event.

The LDMG should consider all resources located within their area and may also record resources located within neighbouring areas. Any proposed cross boundary arrangements should be acknowledged through the relevant planning processes and documented within the LDMP. Additional resources may be requested through the Cairns DDMG. For further information on Logistics management during a disaster event see *Logistics Sub Plan* at Appendix A.13.

Declaration of a disaster situation.

In accordance with s.64 of the Act, a DDC may, with the approval of the Minister, declare a disaster situation for the district or one or more local government areas within the district in whole or in part. As outlined in s.75 and s.77 of the Act, the declaration confers extra powers on particular groups to perform actions, give directions and control movements within the declared area.

In declaring a disaster situation, the DDC is to be satisfied that a disaster has happened, is happening or is likely to happen and it will be necessary, or reasonably likely to be necessary, to exercise declared disaster powers to prevent or minimise the loss of human life, illness or injury to humans, property loss or damage, or damage to the environment.

Resupply.

The LDMG is responsible for supporting communities to prepare for the possibility of temporary isolation and ensuring procedures are in place to support resupply of food and other essentials during times of isolation.

LDMG members should attend training in resupply conducted by QFESas it forms part of the Queensland Disaster Management Training Framework. The LDMG is responsible for conducting community education programs with respect to the preparations to be made prior to the expected time of impact and any coordinating activities with respect to such preparation.

Community awareness strategies include:

- placing notices in local media
- holding information sessions in at-risk communities
- encouraging retailers to make financial and delivery arrangements with their wholesale suppliers
- planning for resupply operations should take into account how the LDMG should apply for a resupply operation
- how the request should be managed and coordinated and the financial arrangements to be implemented.

Recovery Strategy

Disaster recovery is the coordinated process of supporting individuals and communities in the reconstruction of the physical infrastructure, restoration of the economy and of the environment, and support for the emotional, social and physical wellbeing of those affected following a disaster event.

The recovery phase of disaster management also involves disaster relief in the provision of immediate shelter, life support and human needs to persons affected by, or responding to, a disaster. For this reason, the timely, coordinated establishment of disaster recovery strategies is equally as important as, and should be activated in conjunction with, an effective disaster response.

Examples of recovery strategies include:

- 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 natural and built 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;
- building back in a better or more resilient manner
- involving the community in decision making about community enhancement and resilience to minimise future impacts from hazard; and/or supporting community development activities and economic renewal to restore capacity and resilience.

Functions of Recovery.

Human and Social Recovery Group: coordinates the effective and efficient delivery of human and social recovery activities and is chaired by the Director-General of the Department of Communities, Child Safety and Disability Services

- Economic Recovery Group: coordinates the effective and efficient delivery of economic activities and is chaired by the Director-General of the Department of State Development
- Environment Recovery Group: coordinates the effective and efficient delivery of environment recovery activities and is chaired by the Director-General of the Department of Environment and Heritage Protection
- Building Recovery Group: coordinates the effective and efficient delivery of building recovery activities and is chaired by the Director-General of the Department of Housing and Public Works
- Roads and Transport Recovery Group: coordinates the effective and efficient delivery of road and transport recovery activities and is chaired by the Director-General of the Department of Transport and Main Roads.

The Queensland Recovery Guidelines outline the Queensland government functional lead agency for each of the four functions of recovery. These agencies can support local government during disaster recovery. The service components of the function are not necessarily delivered by the lead agency. The lead agency works with multiple private and public sector partners working directly with the community and individual families and businesses to effect recovery.

Note: Functional lead agency: Department of State Development Infrastructure and Planning.

Economic Recovery

Renewal and growth of:

- individuals and households (employment, income, insurance claims)
- private and government business enterprises and industry
- assets, production and flow of goods and services to and from the affected area.

Full roles and responsibilities are found at the Queensland Recovery Guidelines:

Note: Functional lead agency: Department of Environment and Heritage Protection.

Environmental Recovery

Restoration and regeneration of:

- biodiversity (species and plants) and ecosystems, natural resources
 - environmental infrastructure, Amenity/aesthetics (e.g. scenic lookouts)
 - culturally significant sites, Heritage structures
 - management of: Environmental health, Waste, Contamination and pollution,
 - hazardous Materials.

Full roles and responsibilities are found in the Queensland Recovery Guidelines.

Note: Functional lead agency: Department of Environment and Heritage Protection, Department of Communities, Child Safety and Disability Services.

Human-Social Recovery

Provision of:

- personal support and information
- public safety and education
- emergency accommodation
- immediate financial assistance
- uninsured household loss and damage
- recovery of: physical health emotional, psychological, spiritual, cultural and social wellbeing

Full roles and responsibilities are found at the Queensland Recovery Guidelines:

Note: Functional lead agency: Department of Communities, Child Safety and Disability Services.

Infrastructure Recovery.

- repair and reconstruction of public buildings and residences
- temporary accommodation solutions
- coordination and oversight of private, commercial, industrial building and rural building repair, reconstruction and recovery.

Note: Functional lead agency: Transport and Roads: Department of Transport and Main Roads (DTMR)

Provision of: transportation infrastructure (road, marine) repair, reconstruction and recovery.

- Functional lead agency: Utilities: Ergon, Telstra,

Provision of: systems, services (energy, communications) and other essential services repair, reconstruction and recovery.

- Functional lead agency: Local government and water supply providers

Provision of: water supply & sewage repair, reconstruction and recovery.

- Full roles and responsibilities are found in the Queensland Recovery Guidelines:
- Functional lead agency: Buildings: Department of Housing and Public Works.

Recovery Strategy Governance arrangements

The LDMG may establish a Local Recovery Group (LRG) and appoint a Local Recovery Coordinator (LRC) to plan for and manage the recovery phase of disaster management for their local government area on behalf of the LDMG. This group will work with the functional lead agencies to plan for and coordinate recovery operations. Further information on the functions of a LRC is available in section 4.5.4 of the Queensland Recovery Guidelines.

An example of the structure, role and responsibilities of a LRG is available in the Queensland Recovery Guidelines. The LRG is required, in accordance with s4.7 of these Queensland Recovery Guidelines, to conform to governance requirements for LDMG sub-groups.

Recovery Plan

The LDMG will consider the inclusion and development of a Recovery Sub-Plan as part of the LDMP. The recovery strategy contained within the LDMP shall be flexible and scalable to allow for adaptation to different types and sizes of disaster events, as required.

The recovery strategy may:

- address all four functions of recovery (human-social, economic, infrastructure, environment) and how they will be coordinated during disaster operations
- define broad parameters for effective recovery operations within the local government area
- identify constraints for recovery operations within the local government area
- outline the process for the development of operational and action plans during recovery operations
- identify mechanisms for coordinating and managing offers of assistance and volunteers in order to match needs with offers.

These arrangements may include administrative requirements such as SITREPs, financial requirements, decision making and endorsement. Plans should also identify the scope of possible disaster recovery operations and the roles and responsibilities of all stakeholders involved in the process for short, medium and long term recovery requirements.

The Recovery Sub-Plan shall address the requirements to coordinate the process of supporting affected communities in the reconstruction of physical infrastructure, restoration of the economy and of the environment, and support for the emotional, social and physical wellbeing of those affected by disaster events.

Contents of the Recovery Sub-Plan may include the establishment and governance of LRG, activation of LRG; appointment of LRC; community engagement and communication; economic recovery action plan; environmental recovery action plan; human-social recovery action plan; infrastructure recovery action plan; and debrief and evaluation.

As outlined in the 'Activation of Response Arrangements' section of the Queensland Local Disaster Management Guidelines, the QDMA are activated using an escalation model based on the following levels:

Alert

Lean forward

Stand up

Stand down.

Local recovery arrangements should be activated to 'alert' once the 'response' phase has reached the 'lean forward' level of activation and should continue to follow the response phase through the levels of activation. Depending on the nature, location and size of the event, recovery operations may be managed at either the local level, or through a combination of local and district arrangements.

Local groups should consider how the DDMG and functional lead agencies will work together to accomplish recovery operations for an affected area.

Recovery Activation Matrix

Status	Triggers	Actions	Communications
Alert	<ul style="list-style-type: none"> Response phase at 'lean forward' level of activation. 	<ul style="list-style-type: none"> Appointment of LRC as appropriate. Potential actions and risks identified. Information sharing commences. LRC in contact with LDCC/LDC. Initial advice to all recovery stakeholders. 	<ul style="list-style-type: none"> LRC and LRG members on mobile remotely.
Lean Forward (Stand By)	<ul style="list-style-type: none"> Response phase at 'stand up' level of activation. Immediate relief arrangements are required during response phase. 	<ul style="list-style-type: none"> Monitoring of response arrangements. Analysis of hazard impact or potential impact. Relief and recovery planning commences. Deployments for immediate relief commenced by recovery functional agencies. 	<ul style="list-style-type: none"> LRC and LRG members on mobile and monitoring email remotely. Ad hoc reporting.
Stand Up (Activate)	<ul style="list-style-type: none"> Immediate relief arrangements continue. Response phase moves to 'stand down' level of activation. Medium term recovery commences. 	<ul style="list-style-type: none"> LRG activated at LDCC or alternate location. Recovery plan activated. Deployments for immediate relief response. Action plans for four functions of recovery activated as required. Community information strategy employed. Participate in response debrief. Transition arrangements from 'response and recovery' to 'recovery' activated including handover from LDC to LRC. Action plans for four functions of recovery continue. Community information strategies continue. 	<ul style="list-style-type: none"> LRC and LRG members present at LDCC or alternate location, on established land lines and/or mobiles, monitoring emails. LRC and LRG members involved in medium term recovery continue as required. Regular reporting to LDMG/LDC.
Stand Down	<ul style="list-style-type: none"> LRG arrangements are finalised. Communities return to normal activities with ongoing support as required. 	<ul style="list-style-type: none"> Consolidate financial records. Reporting requirements finalised. Participate in recovery debrief. Participate in post event debrief. Post event review and evaluation. Long term recovery arrangements transferred to functional lead agencies. Return to core business. 	<ul style="list-style-type: none"> LRC and LRG members resume standard business and after hours contact arrangements. Functional lead agencies report to LRC/LRG as required.

7. Appendices

Appendix A – Local Disaster Management Sub Plans

Wujal Wujal LDMG has developed operational sub plans for a number of disaster management functions, and these are included as Annexes to this document.

- A.1 Activation of Local Disaster Management Group
- A.2 Community Support
- A.3 Disaster Coordination Centre
- A.4 Disaster Recovery
- A.5 Evacuation
- A.6 Evacuation Centre Management
- A.7 Financial Management
- A.8 Initial Impact and Needs Assessment
- A.9 Public Health
- A.10 Public Information and Warnings
- A.11 Public Works and Engineering
- A.12 Resupply Operations
- A.13 Transport & Logistics

Appendix B – Roles and Responsibilities of LDMG Positions & Members

Members of the LDMG have the following common roles and responsibilities:

- attend LDMG activities with a full knowledge of their agency resources and services and the expectations of their agency
- are available and appropriately briefed to actively participate in LDMG activities to ensure that plans, projects and operations use the full potential of their agency or function, while recognising any limitations
- are appropriately positioned within their agency to be able to commit agency resources to LDMG normal business activities
- have a deputy who is appropriately trained to take on their responsibilities should they be unavailable or to provide additional support during extended operations.

The Disaster Management Executives have specific responsibilities:

Disaster Management Function	Responsible Position / Agency	Contact Details	Key Accountabilities
Group Management			
Chairperson	Mayor Wujal Wujal Aboriginal Shire Council	Contact List Appendix C	<ul style="list-style-type: none"> • Is responsible for presiding at all meetings of the Local Disaster Management Group (LDMG) unless absent. • Activation of the LDMG as required. • Activation of the Local Disaster Co-ordination Centre (LDCC).
Deputy Chair	Councillor Wujal Wujal Aboriginal Shire Council	Contact List Appendix C	<ul style="list-style-type: none"> • Is responsible for presiding at all meetings of the LDMG at which the chairperson is absent but the deputy chairperson is present.
Local Disaster Coordinator	Chief Executive Officer – Wujal Wujal Aboriginal Shire Council	Contact List Appendix C	<ul style="list-style-type: none"> • Is responsible for maintaining the operational readiness of the LDMG/ LDCC. • Is responsible for providing trained staff to operate the LDCC. • Is responsible for the overall management of the LDCC during operations unless absent. • Is responsible for advising the Chairperson and the LDMG on disaster related matters, both during disaster activations and during normal times unless absent. • Responsible for reporting to the DDMG both during disaster activations and during normal times unless absent.
Liaison with District Group (DDMG Representative)			<ul style="list-style-type: none"> • Is responsible for identifying, and providing advice to the DDMG about support services required by the LDMG to facilitate disaster management and disaster operations in the area.
Local Recovery Coordinator		Contact List Appendix C	<ul style="list-style-type: none"> • Is responsible for community recovery coordination and planning. • Is responsible for timely reporting to the LDMG
Disaster Response	Local Controller – State Emergency Service	Contact List Appendix C	<ul style="list-style-type: none"> • Is responsible for search and rescue, flood boat operations, temporary repairs and storm damage operations.
QFES	Emergency Management Coordinator		<ul style="list-style-type: none"> ▪ Functional lead agency for Warnings. ▪ Primary agency to provide control, management and pre-incident planning of fires (structural, landscape and transportation). ▪ Primary agency for chemical / hazmat related incidents. ▪ Primary agency for bushfire response.

Disaster Management Function	Responsible Position / Agency	Contact Details	Key Accountabilities
			<ul style="list-style-type: none"> ▪ Coordinate and advise on Resupply Operations. ▪ Coordinate and advise on Emergency Supply. ▪ Undertake fire control. ▪ Provide rescue capability for persons trapped in any vehicle, vessel, by height or in confined space. ▪ Rescue of persons isolated or entrapped in swift-water / floodwater events. ▪ Provide advice, chemical analysis and atmospheric monitoring at chemical / hazmat incidents. ▪ Provide mass and technical decontamination capabilities under State Biological Disaster and State Radiological Disaster response. ▪ Provide Urban Search and Rescue (USAR) capability. ▪ Advise and educate on events (all hazards approach) ▪ Assist in pumping out of flooded buildings. ▪ Support the Queensland Hazardous Materials Incident Recovery Plan. ▪ Support the Queensland Coastal Contingency Action Plan - Chemical Spill Response Plan. ▪ Arrange and perform the decontamination process of any persons. ▪ Coordinate, support and manage the deployment of SES resources and operations including: <ul style="list-style-type: none"> • Storm damage response. • Road Crash Rescue. • Short term welfare support. • Assistance with communications and lighting. ▪ Provide impact assessment, and intelligence gathering capabilities. ▪ Coordinate and facilitate Rapid Damage Assessments and intelligence gathering capabilities. ▪ Develop, implement and maintain the State's disaster management arrangements and systems. ▪ Deliver Queensland Disaster Management Arrangements (QDMA) training to DDMG and LDMG members in accordance with the Queensland Disaster Management Training Framework (QDMTF). ▪ Provide expert advice on disaster management related matters including Natural Hazard Risk Assessment. ▪ Provide facilitation of logistical and communications support to disasters within capabilities ▪ Provide advice and support in relation to disaster management and disaster operations. • Advice on NDRRA and SDRA Funding.
Policing	Officer in Charge –	Contact List Appendix C	<ul style="list-style-type: none"> • Control agency for search and rescue and normal police and law enforcement duties
Medical	Director Of Nursing	Contact List Appendix C	<ul style="list-style-type: none"> • Is responsible for coordination of medical resupplies. • Is responsible for advising the LDMG on public health risks such as pandemics. • Is responsible for coordination of medical evacuations. • Is responsible for advising the LDMG of patient welfare matters. • Is responsible for the provision of medical care.
Fire Response	First Officer, Rural Fire Brigade	Contact List Appendix C	<ul style="list-style-type: none"> • Is responsible for assisting QPS and SES with evacuation. • Is responsible for the coordination and logistics management of rural fire events.

Disaster Management Function	Responsible Position / Agency	Contact Details	Key Accountabilities
			<ul style="list-style-type: none"> Is responsible for the coordination and logistics management of rural fire crews and support operations.
Electricity Supply	Ergon Energy	Contact List Appendix C	<ul style="list-style-type: none"> Is responsible for advising the LDMG on continuity of power supply during periods of activation and reconnection issues.
Plan Management			
Assessment and Amendment	Local Disaster Coordinator/ Chief Executive Officer	Contact List Appendix C	<ul style="list-style-type: none"> Responsible for the annual review and amendment as necessary of the Disaster Management Plan.

Appendix C – Distribution List

Copies of the plan will be forwarded to the following organisations. The LDC will be responsible for issuing updates to the plan and providing the current version of the document on Council's website and to QFES for display the Queensland Disaster Management website.

Organisation	Contact
Wujal Wujal Aboriginal Shire Council	Executive Officer
Queensland Fire & Emergency Services	Queensland Fire and Emergency Services
Primary Health Clinic	D.O.N
Rural Fire Service Queensland	First Officer Rural Brigade - Ayton
Queensland Police Service	OIC
State Emergency Service	Local Controller
Traditional Owner	Dawnvale
Traditional Owner	China Camp
Traditional Owner	Shipton Flats
Ergon Energy	Work Group Leader
Cairns District Disaster Management Group	District Disaster Coordinator

Appendix D – Definitions

All Hazards Approach

This approach recognises that although counter measures will often vary with specific hazards, it is desirable to establish a single set of management arrangements capable of encompassing all hazards.

Command

The direction of personnel and resources from a single agency in the performance of its allotted task.

Community

A group of people with a commonality of association and generally defined by location, shared experience, or function (Australian Emergency Management Glossary, 1998).

Consequence

The outcome of an event or situation expressed qualitatively or quantitatively, being a loss, injury, disadvantage, or gain (Australian Emergency Management Glossary, 1998).

Declaration of Disaster Situation

A District Disaster Coordinator for a Disaster District may, with the approval of the Minister, declare a Disaster Situation for the District or part of it, if satisfied of a number of conditions as set out in Part 4 – Provisions for Declaration of a Disaster Situation - Sect 64 Declaration (Disaster Management Act 2003).

Disaster

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 Management

Arrangements to manage 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 Act 2003, S14).

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 Management Act 2003, S15).

Disaster Response Capability

The ability to use Local Government resources, to effectively deal with, or help another entity to deal with, within the capacity of the Local Government and their resources an emergency situation or a disaster in the local government's area (Disaster Management Act 2003, S80(2)).

District Disaster Coordinator

The role of the DDC in addition to other duties is the responsibility for coordinating operations in the Disaster District for the DDMG.

Event

An event means any of the following:

- a cyclone, earthquake, flood, storm, storm tide, tornado, tsunami, volcanic eruption or other natural happening
- bushfire, an explosion or fire, a chemical, fuel or oil spill, or a gas leak
- an infestation, plague, or epidemic
- an attack against the State
- another event similar to the above events.

An event may be natural or caused by human acts or omissions (Disaster Management Act 2003).

Hazard

A source of potential harm, or a situation with a potential to cause loss (Emergency Management Australia 2004)

Mitigation

Measures taken in advance of a disaster aimed at decreasing or eliminating its impact on society and environment (Australian Emergency Management Glossary, 1998)

Natural Disaster Relief Arrangements

NDRRA provide a cost sharing formula between the State and Commonwealth Governments as well as a package of pre-agreed relief measures that may be activated by the Queensland Government on a needs basis.

Preparedness

Measures to ensure that, should an emergency occur, communities, resources, and services are capable of coping with the effects (Australian Emergency Management Glossary, 1998)

Prevention

Measures to eliminate or reduce the severity of emergencies (Australian Emergency Management Glossary)

Reconstruction

Actions taken to re-establish a community after a period of rehabilitation subsequent to a disaster. Actions would include construction of permanent housing, restoration of all services, and complete resumption of the pre-disaster state (Australian Emergency Management Glossary)

Recovery

The coordinated process of supporting emergency affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic, and physical wellbeing (Australian Emergency Management Glossary).

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 (Australian Emergency Management Glossary)

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 (Australian Emergency Management Glossary)

Response

Measures taken in anticipation of, during and immediately after an emergency to ensure its effects are minimised (Australian Emergency Management Glossary, 1998)

Risk

The chance of something happening that may have an impact on the safety and wellbeing of our community. It includes risk as well as a threat and is measured in terms of consequences and likelihood.

Risk Identification

Process of identifying what can happen, why, and how (Australian Emergency Management Glossary)

Risk Management

The culture, processes, and structures that are directed towards realising potential opportunities whilst managing adverse effects.

Risk Reduction

Actions taken to lessen the likelihood, negative consequences, or both, associated with a risk.

Risk Treatment

Process of selection and implementation of measures to modify risk.

Serious Disruption

Serious disruption means:

- loss of human life, or illness or injury to humans or
- widespread or severe property loss or damage or
- widespread severe damage to the environment (Australian Emergency Management Glossary)

Appendix E – Abbreviations

The following abbreviations are used throughout the Local Disaster Management Plan

ADF	Australian Defence Force
AEMI	Australian Emergency Management Institute
AHD	Australian Height Datum
AHRMS	All Hazards Risk Management Studies
BOM	Bureau of Meteorology
CEO	Chief Executive Officer
DACC	Defence Aid to the Civil Community
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
District Group	District Disaster Management Group
District Plan	District Disaster Management Plan
DM Act	Disaster Management Act 2003
EMA	Emergency Management Australia
GIS	Geographic Information System
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
NDRA	Natural Disaster Relief Arrangements
NDRRA	Natural Disaster Relief and Recovery Arrangements
NDRMSP	Natural Disaster Risk Management Studies Program
NERAG	National Emergency Risk Assessment Guidelines
PPRR	Prevention, Preparedness, Response and Recovery
QAS	Queensland Ambulance Service
QFES	Queensland Fire and Emergency Services
QPS	Queensland Police Service
RFDS	Royal Flying Doctor Service
SDMG	State Disaster Management Group
SEWS	Standard Emergency Warning System
SES	State Emergency Service

Appendix F – LDMG Contact Directory

(Not for public release)

Appendix G – Resources List

(Not for public release)

Appendix H – Roles and Responsibilities of LDMG Agencies

All agencies should be involved in the formulation of the Local Disaster Management Strategies.

Traditionally accepted roles and responsibilities of various agencies are included in the document. These are agencies commonly represented on Local Disaster Management Groups throughout the State. Some of the roles and responsibilities listed are enshrined in legislation, while others have developed through practice or in response to community expectations.

The roles and responsibilities enumerated in this section are seen as an extension of the normal day to day business of the agencies involved. It is to be remembered that no organisation will normally be required to be involved in any activity which is not related to that agency's core business.

This section is representative of the usual agencies which will be involved in disaster management arrangements at the local level. There will be a myriad of agencies involved to differing degrees in various Local Government areas, and the roles and responsibilities of each agency should be agreed to by all concerned.

Agency	Roles & Responsibilities
Local Government	<ul style="list-style-type: none"> • Maintenance of the Local Government function (via Local Government Business Continuity Contingency Planning) • Maintenance of normal Local Government services to the community: <ul style="list-style-type: none"> • Water • Refuse disposal • Public health • Animal control • Environmental protection • Maintenance of a disaster response capability • Ensure that council members and staff undertake disaster management training and Emergency Operation centre training when available.
Local Disaster Management Group (LDMG)	<ul style="list-style-type: none"> • Development of the comprehensive Local Disaster Management Planning strategies. • Design and maintenance of a public education/awareness program. • Design, maintenance and operation of a Local Disaster Coordination Centre, including the training of sufficient personnel to operate the Centre. • Coordination of support to response agencies. • Reconnaissance and impact assessment. • Provision of public information prior to, during and following disaster event impacts. • Provision of locally based community support services • Identification, resourcing, staffing and operation of Evacuation Centre
Queensland Fire and Emergency Services	<p>Functional lead agency for warnings</p> <ul style="list-style-type: none"> • Prepare guidelines on behalf of the QDMC as per s 63 of the Act • Establish and maintain arrangements between the state and Commonwealth about matters relating to effective disaster management • Ensure that disaster management and disaster operations in the State are consistent with the State group's strategic policy framework; the State Disaster Management Plan, the disaster management standards and the disaster management guidelines • Ensure that persons performing functions under the Act in relation to disaster operations are appropriately trained • Provide advice and support to the State group and local and district groups in relation to disaster management and disaster operations • Planning and Logistics functions of the SDCC • Provide situational monitoring of events and incidents across the State via the SDCC Watchdesk • Primary agency for bushfire response

Agency	Roles & Responsibilities
	<ul style="list-style-type: none"> • Primary agency for chemical / hazmat related incidents • Provide control, management and pre-incident planning of fires (structural, landscape and transportation) • Provide rescue capability for persons trapped in any vehicle, vessel, by height or in confined space • Rescue of persons isolated or entrapped in swift-water / floodwater events • Provide advice, chemical analysis and atmospheric monitoring at chemical / hazmat incidents • Provide mass and technical decontamination capabilities under State • Biological Disaster and State Radiological Disaster response • Provide Urban Search and Rescue (USAR) capability for building collapse events • Support the Queensland Hazardous Materials Incident Recovery Plan • Support the Queensland Coastal Contingency Action Plan – Chemical Spill Response Plan (a supporting plan of the National Marine Chemical Spill Contingency Plan, and National Marine Oil Spill Contingency Plan) • Provide impact assessment, and intelligence gathering capabilities • Perform the following responsibilities in support of disaster operations: • Ensure the availability, maintenance and operation of the SDCC which includes the following: <ul style="list-style-type: none"> • The operation of the Intelligence, Logistics, Operations, Planning and • Aviation Capabilities <ul style="list-style-type: none"> • • Coordinate emergency supply • • Coordinate resupply operations • • Coordinate and implement the logistics support framework • 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 the coordination of SES operations
Queensland Police Service (QPS)	<ul style="list-style-type: none"> • Preservation of peace and good order. • Prevention of crime. • Security of any site as a possible crime scene. • Investigation of the criminal aspect of any event. • Coronial investigation procedures. • Traffic control, including assistance with road closures and maintenance of road blocks. • Crowd management/public safety. • Coordination of search and rescue (See State Rescue Policy). • Security of evacuated areas.
State Emergency Service (SES)	<ul style="list-style-type: none"> • Assisting the community to prepare for, respond to and recover from an event or disaster. • Rescue of trapped or stranded persons (see State Rescue Policy). • Assist LDMG with Public Education. • Search operations for missing persons. • Emergency repair/protection of damaged/vulnerable buildings. • Assistance with debris clearance. • First Aid. • Assist with the operation of Traffic Control. • Short term welfare support to response agencies. • Limited assistance with impact assessment. • Assistance with communications. • Assistance with lighting.
Queensland Health	<ul style="list-style-type: none"> • Assessment, treatment and transportation of injured persons. • Assistance with evacuation (for medical emergencies). • Provision of advice regarding medical special needs sectors of the community. • Co-ordination of medical resources. • Public health advice and warnings to participating agencies and the community.

Agency	Roles & Responsibilities
	<ul style="list-style-type: none"> • Coordination of psychological and counselling services for disaster affected persons. • Ongoing medical and health services required during the recovery period to preserve the general health of the community.
Ergon Energy	<ul style="list-style-type: none"> • Maintenance of electrical power supply • Advice in relation to electrical power • Restoration of power • Safety advice for consumers

Appendix I – Interim Recovery Arrangements

Purpose

The purpose of recovery is to restore the emotional, social, economic and physical wellbeing of the community following a disaster.

Responsibility

The Wujal Wujal Aboriginal Shire Council is responsible for assisting and coordinating resources and those of the community in recovering from a disaster.

The Department of Communities is the Qld Government's lead functional agency for Community Recovery at the State and Disaster District levels.

Context and Assumptions

The primary aim of recovery is to assist the affected community to regain a proper level of functioning following a disaster, both initially and long term.

Recovery is the coordinated process of supporting disaster affected communities in:

- reconstruction of the physical infrastructure and the
- restoration of emotional, social, economic and physical well-being through the provision of:
 - information
 - personal support
 - resources
 - specialist counselling
 - mental health services

Introduction

Communities have long been involved in prevention, preparedness and response services to preserve life and property from the effects of disasters. In more recent times it has been recognised that people and communities need services to assist them in the recovery process following the experience of significant disaster.

There are four components to recovery, community recovery, infrastructure recovery, economic recovery and environmental recovery.

Support Agencies

- The support agencies for recovery are:
 - Australian Red Cross
 - Q Build
 - Queensland Health
 - Centrelink
 - Department of Communities
 - QPS
 - Volunteers
 - Salvation Army
 - Ministers of churches
 - St Johns Ambulance
 - Blue Care

Issues to be addressed in Recovery

Community Recovery – Information

- Services to provide information on:
 - the range of recovery services available
 - on the psychological effects of disaster
- Objectives
 - to promote and hasten community recovery
 - to decrease anxiety and emotional stress
 - to engender a sense of control and predictability
 - to increase the capacity of the community to participate in its own recovery
- Delivery
 - leaflets / fact sheets
 - through the electronic and print media, refer to A.10 Public Information and Warnings Sub Plan
 - public meetings

Community Recovery - Personal Support Services

- Services
 - outreach counselling through Recovery Centre operations
 - reception at evacuation centres
 - comfort and reassurance
 - tracing services
 - personal services such as child care, advocacy, interpreters and practical advice
- Objectives
 - to meet the personal needs of disaster affected persons and to reduce anxiety and accompanying debilitating effects
- Delivery
 - usually provided on a one-to-one basis by workers or volunteers with personal support and listening skills
 - refer to A.4 Community Support Sub Plan

Community Recovery - Financial Assistance

- Services
 - Natural Disaster Relief and Recovery Assistance Scheme (NDRRA)
 - Associations Natural Disaster Relief Scheme
 - Commonwealth Government special benefit
- Objectives
 - NDRRA Scheme to assist disaster affected persons whose financial position is such that they are unable to provide for their own recovery from the effects of disaster events
 - Associations Natural Disaster Relief Scheme to provide concessional rate loans and grants to non-profit organisations to repair or replace facilities damaged or lost as the result of disaster events
 - Special Benefit to assist people who have experienced a significant disruption to their normal source of income as the result of disaster. The benefit is administered by Centrelink.
- Delivery
 - Centrelink
 - Applicants' residences (outreach)
 - Recovery Centres
 - Department of Communities Offices

Community Recovery - Counselling and Mental Health Services

- Services
 - Defusing
 - Psychological support and debriefing
 - Crisis and long term counselling
- Objectives
 - To avoid or alleviate the emotional or psychological effects of disaster experiences

-
- Delivery
 - through the District Community Recovery Committee as per the State Community Recovery Plan Queensland
 - services may be delivered in a number of locations (community recovery centres, private residences, drop-in centres, professional offices and clinical settings)

Community Recovery - Long Term Accommodation

- Services
 - accommodation (medium to long term)
- Objectives
 - to address the medium to longer term accommodation needs of disaster affected persons
- Delivery
 - through community recovery centres, Department of Housing facilities or applicants residences

Community Recovery - Community Development Services

- Services
 - community network re-activation
 - community Information
 - public forums
- Objectives
 - to provide community information to enhance recovery
 - to reactivate and facilitate recovery of community networks and facilities
 - to facilitate community understanding and participation in preparedness, prevention, response and recovery
- Delivery
 - through the District Community Recovery Committee and/or Community Development Officers attached to local or state agencies that offer community development activities
 - infrastructure Recovery
 - restoration of essential services
 - provide community access to services
 - facilitation of restoration of living conditions and security
 - prioritising the rebuilding of infrastructure and community lifeline
 - economic Recovery
 - business continuity
 - industry restoration
 - manufacturing
 - service
 - building
 - tourist
 - commercial
 - environmental Recovery
 - natural bushland
 - environmental Parks
 - beach restoration and erosion protection
 - waterways and canals clean up
 - replanting as required
 - consideration of animal habitats

Appendix J - Risk Register / Risk Treatment Plan

Hazard	Vulnerable sector	Potential risk	Likelihood	Consequence	Risk level	Risk Treatment & Mitigation	Responsible Agency	Timeline
Cyclone Cat 1-3	People, infrastructure, environment	Infrastructure damaged, people injured	Likely	Minor	High	Public awareness campaign, community awareness initiatives, maintain community notice boards.	BoM, QFES & WWASC	Ongoing
Cyclone Cat 4+	People, infrastructure, environment	Infrastructure destroyed people injured or fatalities	Rare	Major to catastrophic	High	Public awareness campaign, community awareness initiatives, maintain community notice boards.	BoM, QFES & WWASC	As required
Flood	People, infrastructure, environment	Property flooded, buildings damaged	Rare	Major	High	Public awareness campaign, community awareness initiatives, maintenance/improvements to sea walls.	WWASC	Ongoing
Storm Surge (Cyclonic)	People, infrastructure, environment	Property, buildings flooded Infrastructure damaged	Rare	Catastrophic	High	Public awareness campaign, community awareness initiatives	WWASC	Ongoing
Bushfire	People, infrastructure, environment	Infrastructure destroyed people injured or fatalities	Rare	Minor	High	Public awareness campaign, community awareness initiatives.	QFRS Rural, WWASC	As required
Earthquake	People, infrastructure, environment	Infrastructure damaged or destroyed people injured or fatalities	Rare	Catastrophic	High	Maintain community awareness initiatives	BoM, QFES	As required
Tsunami	People, infrastructure, environment	Infrastructure destroyed people injured or fatalities	Rare	Catastrophic	High	Maintain community awareness initiatives	BoM, QFES	As required
Landslip	People, infrastructure, environment	Infrastructure damaged or destroyed	Possible	Moderate	High	Maintain community awareness initiatives	WWASC	As required

Hazard	Vulnerable sector	Potential risk	Likelihood	Consequence	Risk level	Risk Treatment & Mitigation	Responsible Agency	Timeline
Terrorist	People, infrastructure	Infrastructure destroyed, people injured or fatalities	Rare	Major	High	Community awareness campaigns	QPS	As required
Hazardous Materials	People, infrastructure, environment	People may become ill, environmental damage	Possible	Major	High	Public awareness campaigns	QFRS, WWASC	As required
Dam Failure	People, infrastructure, environment	Infrastructure destroyed, possible fatalities	Rare	Moderate	High	Maintain community awareness initiatives	WWASC	As required
Marine Oil Spill	Environment	Environmental damage	Possible	Major	High	Community awareness campaigns	MSQ, Ports North, AMSA	As required
Disease Pandemic	People	Major numbers hospitalised and fatalities	Rare	Catastrophic	High	Public awareness campaign, community awareness initiatives.	QHealth, DAFF	Ongoing
Heatwave	People	Possible hospitalisation and fatalities	Possible	Minor	Mod	Community awareness campaigns	QHealth	Ongoing
Road Accidents	People	Possible hospitalisation and fatalities	Possible	Minor	Mod	Public awareness campaign, community awareness initiatives.	QPS, TMR	Ongoing
Shipping/ Boating Accidents	People	Possible hospitalisation and fatalities	Possible	Moderate	High	Community awareness campaigns	MSQ, Ports North	Ongoing
Marine Pests	Environment	Environmental damage. Reduced income.	Rare	Moderate	Mod	Public awareness campaign, community awareness initiatives.	MSQ, DAFF	Ongoing

Residual Risks

Residual risks are the risks which remain after the Local Disaster Management Group has applied the risk mitigation strategies within their capacity, but those strategies have not sufficiently reduced or eliminated the risk.

Residual risks are listed for the information of the District Disaster Management Group, in order that they may consider mitigation strategies not available to the Local Disaster Management Group.

The following table lists the Residual Risks existing within the Wujal Wujal Aboriginal Shire Council LDMG area that are transferred to the Cairns District Disaster Management Group:

Hazard	Vulnerable sector	Risk	Residual Risk
Cyclone Cat 1-3	People, infrastructure, environment	There is a risk that emergency services response to any disaster event will be severely compromised as a result of insufficient response capacity, limited infrastructure, resources and isolation.	<p>The Wujal Wujal Aboriginal Shire Council has a limited response capacity, because of its size, population and isolation.</p> <p>There are permanent Police and basic medical facilities present in the community but these have very limited resources.</p> <p>The State Emergency Service has a small presence in the community. A limited capacity exists to handle minor events; but any medium or large scale impacts will require an expeditious deployment of external emergency services resources</p>
Cyclone Cat 4+	People, infrastructure, environment		
Flood	People, infrastructure, environment		
Storm Surge (Cyclonic)	People, infrastructure, environment		
Bushfire	People, infrastructure, environment		
Earthquake	People, infrastructure, environment		
Tsunami	People, infrastructure, environment		
Terrorist	People, infrastructure		
Hazardous Materials	People, infrastructure, environment		
Marine Oil Spill	Environment		
Disease Pandemic	People		
Shipping/ Boating Accidents	People		

Appendix K – Buildings

(Not for public release)