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2024- 2025

# Wujal Wujal Aboriginal Shire Council Local Disaster Management Plan



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## Endorsement

This Local Disaster Management Plan was approved by the Wujal Wujal Local Disaster Management Group on the 18/11/2024 and recommended for adoption by the Wujal Wujal Aboriginal Shire Council.

In accordance with a resolution on 20241119-04 this Local Disaster Management Plan is endorsed for distribution by the Wujal Wujal Aboriginal Shire Council.



Chairperson  
Wujal Wujal LDMG



Local Disaster Coordinator  
Wujal Wujal LDMG

Dated 28/02/2025

Dated 27-02-2025

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## 2 Glossary of Terms

A Disaster Management glossary of terms and acronyms list is published as part of the PPRR Disaster Management Guideline.

A Full [Disaster Management Lexicon](#) is also provided by the Office of the Inspector General Emergency Management (IGEM). Please review the excepted Lexicon for clarification of terms.

### 3 Document 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**

No	Date of Amendment	Amended By	Amendment
Further evidence on amendments can be provided in previous versions			
7	01-Jun-17	QFD	Update plan to reflect current arrangements
8	30-May-18	QFD	Update plan to reflect amended guidelines
9	01-Jun-19	QFD	Update to reflect current practice
10	01-Jul-20	QFD	Update to reflect current practice
11	01-Aug-22	WWASC	Update to reflect current census data
12	01-Mar-23	QFD	Update to reflect current practice
13	03 Jun 2024	QPS	Update to reflect current practice

**Note:**

The latest version of this document will be available on Council's website at: [www.wujalwujalcouncil.qld.gov.au/](http://www.wujalwujalcouncil.qld.gov.au/) and the Queensland Disaster Management web site [www.disaster.qld.gov.au](http://www.disaster.qld.gov.au)

### 4 Administration and Governance

## 4.1 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](#) and the [Disaster Management Regulation 2014](#). This LDMP is consistent with [Queensland's Disaster Management Standard](#) and [PPRR Disaster Management Guideline](#).

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.

The authorising environment for disaster management documents is detailed in Figure 1.

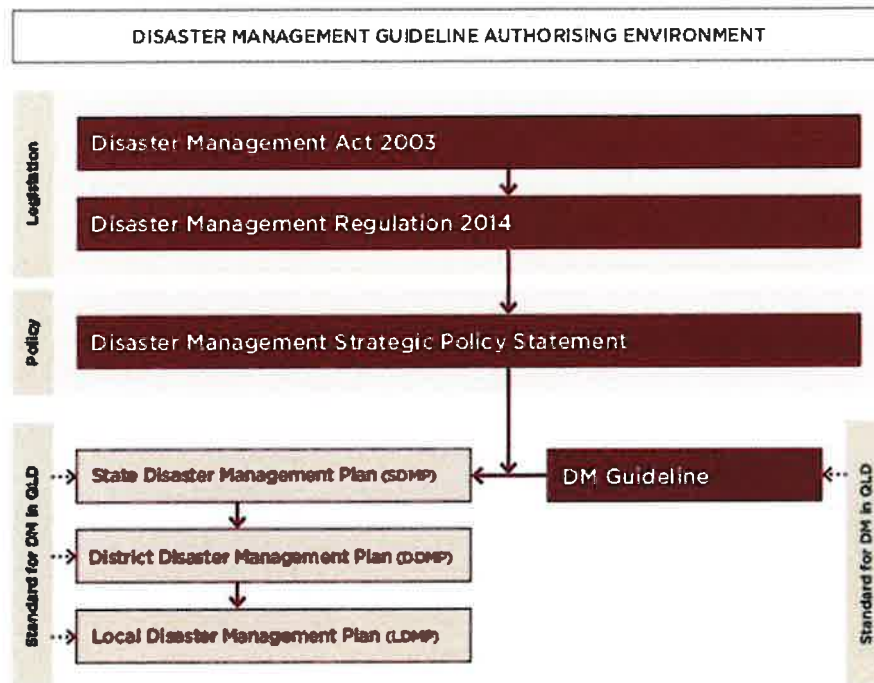


Figure 1: Disaster Management Authorising Environment

## 4.2 Aim and Objectives

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 key objectives of the LDMP are:

- Provide a framework for the implementation of effective disaster management strategies and arrangements across the four phases of [PPRR](#) within the Wujal Wujal Aboriginal Shire area.
- Describe the disaster management structure for the LDMG, the member organizations and their role and responsibilities for the coordination of multi-agency responses
- Understand the likely effects of natural and non-natural hazards that may impact the community, infrastructure, economy and environment
- Provide practical information to build community resilience and assist the community in preparing for, responding to and recovering from disasters

## 4.3 Structure of the Local Disaster Management Plan (LDMP)

The LDMP is an overarching document that details the structure, management arrangements and governance provisions that underpin the process of disaster management in the Wujal Wujal Aboriginal Shire Council area. It provides an overview of the arrangements for dealing with disasters and sets out the role of the LDMG and the community from the initial notification through the various stages of response and recovery actions. The LDMP is designed to be flexible so it can be adapted to any disaster to ensure an integrated, coordinated and timely response.

## 4.4 LDMP Sub Plans

The LDMP is complemented by a number of sub-plans that expand on information contained in the LDMP by providing information for the activation and operation of key capabilities. Sub-plans integrate seamlessly with the LDMP but can also be used on a stand-alone basis

### Sub Plans:

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

## 5 Queensland Disaster Management Arrangements

QDMA is based on a tiered system of committees at local government, disaster district, and state government levels. They recognise that the Commonwealth Government may be requested to provide support to the State.

Local government underpins the QDMA as the frontline of disaster management and has primary responsibility for managing events in their local government area. Wujal Wujal Aboriginal Shire is ideally suited to manage disaster events at the community level, based on its understanding of local, social, environmental, and economic issues, and knowledge of the region's infrastructure.

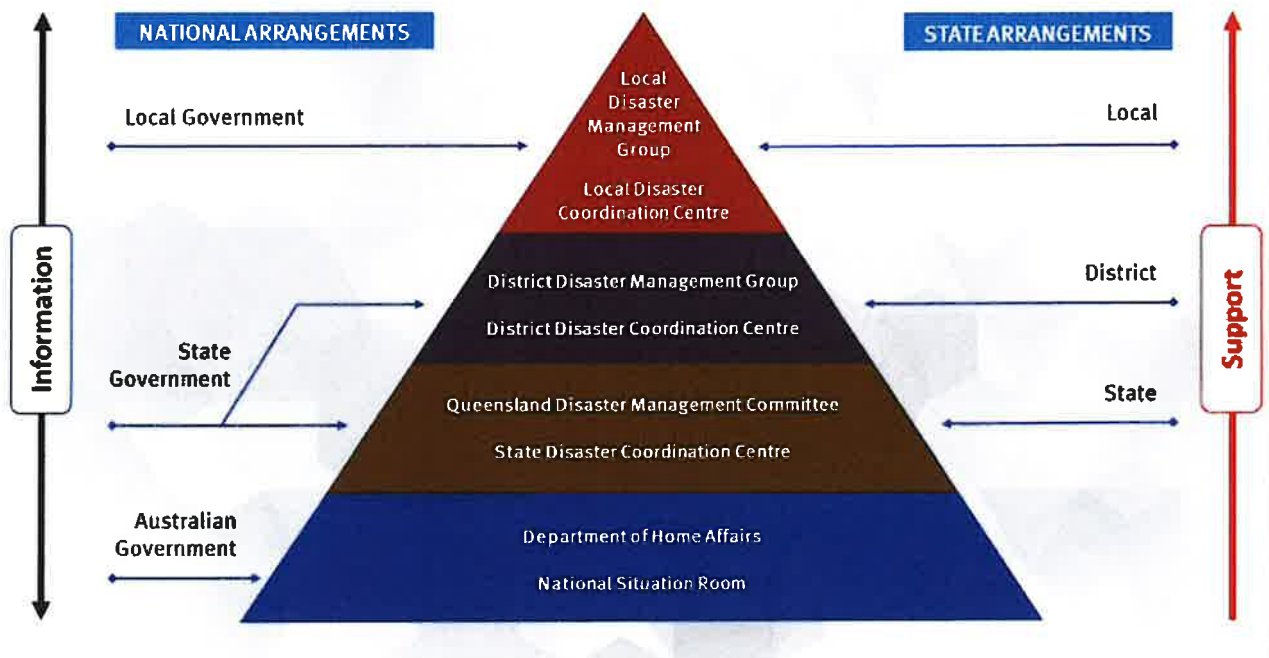


Figure 1: QDMA Triangle

### 5.1 Disaster Management Strategic Policy Statement

The LDMP is consistent with the [Disaster Management Strategic Policy Statement](#), which informs the State Government's strategic approach to keeping people safe and making communities more resilient to disaster risks and impacts.

The LDMG takes a flexible and scalable approach to disaster management, which reduces the risk and enhances community resilience while ensuring effective response and recovery capabilities.

## 5.2 Disaster Management Guiding Principle

In accordance with section 4A(b) of the Act, all events, whether natural or caused by human activity, should be managed in accordance with the Strategic Policy Statement, the State Disaster Management Plan (SDMP) and relevant disaster management guidelines. The Act identifies four key principles that guide disaster management in Queensland:

### Comprehensive Approach

The comprehensive approach to disaster management comprises the four PPRR phases. This approach ensures a balance between the reduction of risk and the enhancement of community resilience, while ensuring effective response and recovery capabilities.

The four phases of PPRR are not linear nor independent — they overlap and support each other. For example, recovery activities are likely to begin during the response phase and mitigation strategies may be considered during the recovery phase.

### All Hazard Approach

The all-hazards approach assumes the functions and activities used to manage one event are likely to be applicable to a range of events, whether natural or caused by human activity.

### Local Disaster Management Capability

Local level capability is recognised as the frontline for disaster management, primarily due to the benefits of localised knowledge and networks.

### Support by District and State Groups

The Act establishes a District Disaster Management Group (DDMG) for each of the 23 districts in Queensland, to provide support when required or requested by an LDMG. The Wujal Wujal LDMG is included in the Cairns Disaster District. See the District Disaster Management Plan.

The Queensland Disaster Management Committee (QDMC) provides additional support and assistance when required or requested by a DDMG. The State Disaster Management Plan (SDMP) provides a framework for response and recovery operations.

## 5.3 IGEM Emergency Management Assurance Framework

Part 1A of the Act establishes the IGEM and Office of the IGEM. The priority for the Office of the IGEM is to facilitate improvements to Queensland's disaster management arrangements to enable confidence in the system and enhance public safety. The functions of the Office of the IGEM are detailed in section 16C of the Act.

The [Emergency Management Assurance Framework \(EMAF\)](#), developed by the Office of the IGEM in partnership with disaster management practitioners, provides the foundation for guiding and supporting the continuous improvement of entities' programs across all phases of disaster management. The EMAF outlines the structure and mechanism for reviewing and assessing the effectiveness of disaster management arrangements. The EMAF is comprised of Principles, the Standard for Disaster Management in Queensland ('Standard') and Assurance Activities.

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

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.

## 6 Local Disaster Management Group (LDMG)

### 6.1 Roles and Responsibilities of Local Government

The Act details a range of functions and responsibilities for local government to ensure it meets its statutory obligations. Section 80 of the Act requires local government to undertake the following functions:

- a) To ensure it has a disaster response capability.
- b) To approve its LDMP.
- c) To ensure information about an event or a disaster in its area is promptly given to the DDC for the district in which its area is situated.
- d) To perform other functions given to the local government under the Act.

In accordance with section 80 of the Act, a disaster response capability for local government means the ability to provide equipment and a suitable number of people to effectively manage or help another entity to manage an emergency or disaster in the local government area. To ensure this can be achieved, all Wujal Wujal Aboriginal Shire Council services have designated responsibilities in disaster management that reflect their legislated and/or technical capability.

In addition to these functions, Section 29 of the Act specifies that local government must establish an LDMG for the local government's area.

### 6.2 Establishment of the LDMG

LDMGs are established under section 29 of the Act by local governments to support and coordinate disaster management activities for their respective LGAs.

A Wujal Wujal LDMG Terms of Reference is available on request

[LDMG responsibilities are outlined in Manual M.1.030](#)

### 6.3 LDMG Functions

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

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).

## 6.4 Business and Meeting Governance

In accordance with section 38 of the Act, the LDMG will conduct its business, including meetings as prescribed by the Regulation. Quorum (50% +1 of membership) must be achieved for valid decisions of the LDMG. 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.

## 6.5 Reporting Requirements

The LDMG shall report its activities to:

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

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

## 6.6 Frequency of Meetings

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.

## 6.7 LDMG Operational Decision-Making Capability

The LDMG Chair and LDC are authorised to make initial operational response coordination decisions on behalf of the full LDMG to initiate the disaster management arrangements and while acting in accordance with LDMG approved plans and procedures. The Chair and LDC have an exclusively operational response coordination function, which will not replace the policy decision-making role of the full LDMG.

## 6.8 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 (QFD) If the alteration relates to a member of the Executive Team of the LDMG, the SDCC shall be advised.

## 7 Wujal Wujal Aboriginal Shire Council LDMG Membership

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

**The core members and advisors of the LDMG should have:**


- the authority to commit their respective Organisation to the LDMG's decisions
- the ability to effectively navigate their respective organizations to seek approval for the commitment of their Organisation resources
- a sound understanding of the QDMA and this LDMP

**A private contact list will be maintained by the Wujal Wujal Aboriginal Shire Council.**

### 7.1 Roles and Responsibilities

The below table details the membership and responsibilities of the LDMG as appointed in accordance with Sections 33 and 34 of the Act.

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<p><b>Wujal Wujal Aboriginal Shire Council</b></p> 	LDMG Chair	Core – Executive	<ul style="list-style-type: none"> <li>Is responsible for presiding at all meetings of the Local Disaster Management Group (LDMG) unless absent.</li> <li>Activation of the LDMG as required.</li> <li>Activation of Local Disaster Co-ordination Centre (LDCC).</li> </ul>
	LDMG Deputy Chair	Deputy Core – Executive	<p>Responsible for presiding at all meetings of the LDMG at which the chairperson is absent, but the deputy chairperson is present.</p> <ul style="list-style-type: none"> <li>Is responsible for maintaining the operational readiness of the LDMG/ LDCC.</li> <li>Is responsible for providing trained staff to operate the LDCC.</li> <li>Is responsible for the overall management of the LDCC during operations unless absent.</li> <li>Is responsible for advising the Chairperson and the LDMG on disaster related matters, both during disaster activations and during normal times unless absent.</li> <li>Responsible for reporting to DDMG both during disaster activations and during normal times unless absent.</li> </ul>
	Local Disaster Coordinator – Chief Executive Officer	Core – Executive	<ul style="list-style-type: none"> <li>Agendas, Minutes, coordination and reporting for LDMG</li> </ul>
	LDMG Secretariat	Core – Executive	<ul style="list-style-type: none"> <li>Maintenance of the Local Government function (via Local Government Business Continuity Contingency Planning)</li> <li>Maintenance of normal Local Government services to the community: <ul style="list-style-type: none"> <li>Water</li> <li>Refuse disposal</li> <li>Public health</li> <li>Animal control</li> <li>Environmental protection</li> </ul> </li> <li>Maintenance of a disaster response capability</li> <li>Ensure that council members and staff undertake disaster management training and Emergency Operation centre training when available.</li> </ul>
	Operations Manager – Deputy LDC	Core	
	Environmental Health Officer (with support of ATSI Public Health Team)	Core	

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Recovery Membership and process will be outlined in the Recovery Sub Plan			
Queensland Fire Department Rural Fire Service 	Manager of Bushfire Safety First Officer – Rural	Core	<a href="#">State Disaster Management Plan</a>
State Emergency Services 	State Emergency Services Area Controller	Core	
Queensland Police Service 	Officer in charge and Emergency Management Coordination	Core- Executive	<a href="#">State Disaster Management Plan</a>
Wujal Wujal Health Clinic 	Director of Nursing (DoN)	Core	<a href="#">State Disaster Management Plan (Queensland Health)</a>
Ergon Energy 	Nominated attendee on request of LDMDG	Advisor	<a href="#">State Disaster Management Plan</a>
Education QLD 	Principal	Advisor	<a href="#">State Disaster Management Plan</a>
IGA 	Ayton Community	Advisor	Provide advice on request
China Camp 	Traditional Owner	Advisor	Provide advice on request






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Shtipton Flats	Traditional Owner	Advisor	Provide advice on request
  	Wujal Wujal Community Store	Advisor	Provide advice on request <div data-bbox="293 40 520 483" data-label="Text"> <p>Justin Smith 2023-04-04 04:41:00 Just Aboriginal Flag</p> </div>
Queensland Reconstruction Authority	Jabalbina Rangers Representative	Advisor	Provide advice on request
	QRA LRO	Advisor	Provide advice on request
	My Pathways	Advisor	Provide advice on request. Provide staffing to assist community.
	Liaison Officer	Advisor	<a href="#">State Disaster Management Plan</a>
	Department of Housing	Advisor	Provide advice on request.

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Queensland Reconstruction Authority 	Queensland Reconstruction Authority	Advisor	Provide advice on request.
Telstra 	Telstra	Advisor	Provide advice on request.
Department of Aboriginal and Torres Strait Islander Partnerships 	Department of Aboriginal and Torres Strait Islander Partnerships Community Recovery	Advisor	Provide advice on request.
Red Cross 	Red Cross	Advisor	Provide advice on request.
Bureau of Meteorology 	Bureau of Meteorology	Advisor	Provide weather briefings and advice on request.

## 7.2 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 as per Section 14 of the Disaster Management Regulation 2014.

Meeting deputies for particular members:

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

## 7.3 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 a decision making, meeting resolutions will only be carried by core 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.

## 7.4 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 an 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.

## 7.5 District Disaster Management Group Representative

In accordance with Section 24 of the Act the Chief Executive Officer has been appointed by the 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.

## 8 Review and Renewal of the LDMP and Sub Plans

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:

Reviewing and renewing plan (1) A local government may review, or renew, its local disaster management plan when the local government considers it appropriate. (2) However, the local government must review the effectiveness of the plan at least once a year.

### 8.1 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.

### 8.2 LDMG Training

The LDMG works closely with QFD to provide a coordinated program of training from the [Queensland Disaster Management Training Framework \(QDMTF\)](#) that outlines the core training courses and inductions relevant to the key disaster management stakeholders to support the effective performance of their role.

### 8.3 Exercise and Evaluation

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. 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.

### 8.4 Post Event Analysis and Continual Improvement

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.

## 9 Community Profile

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 Km's 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.

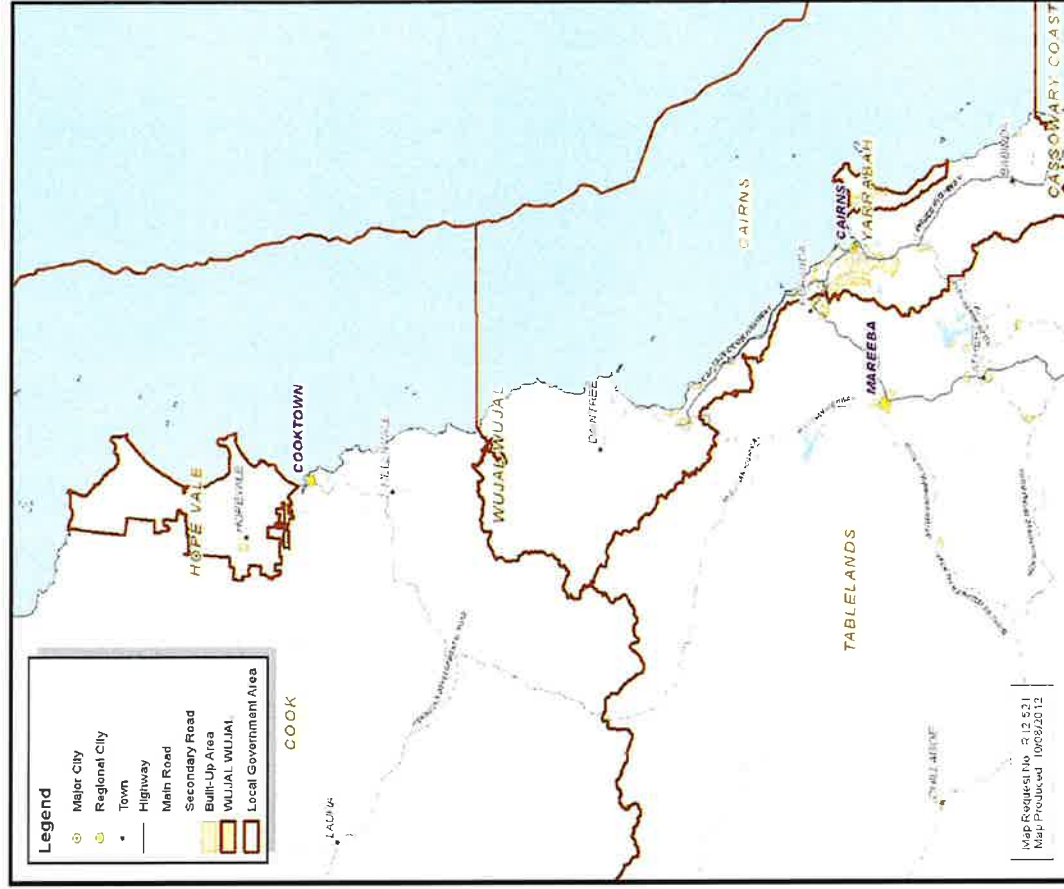
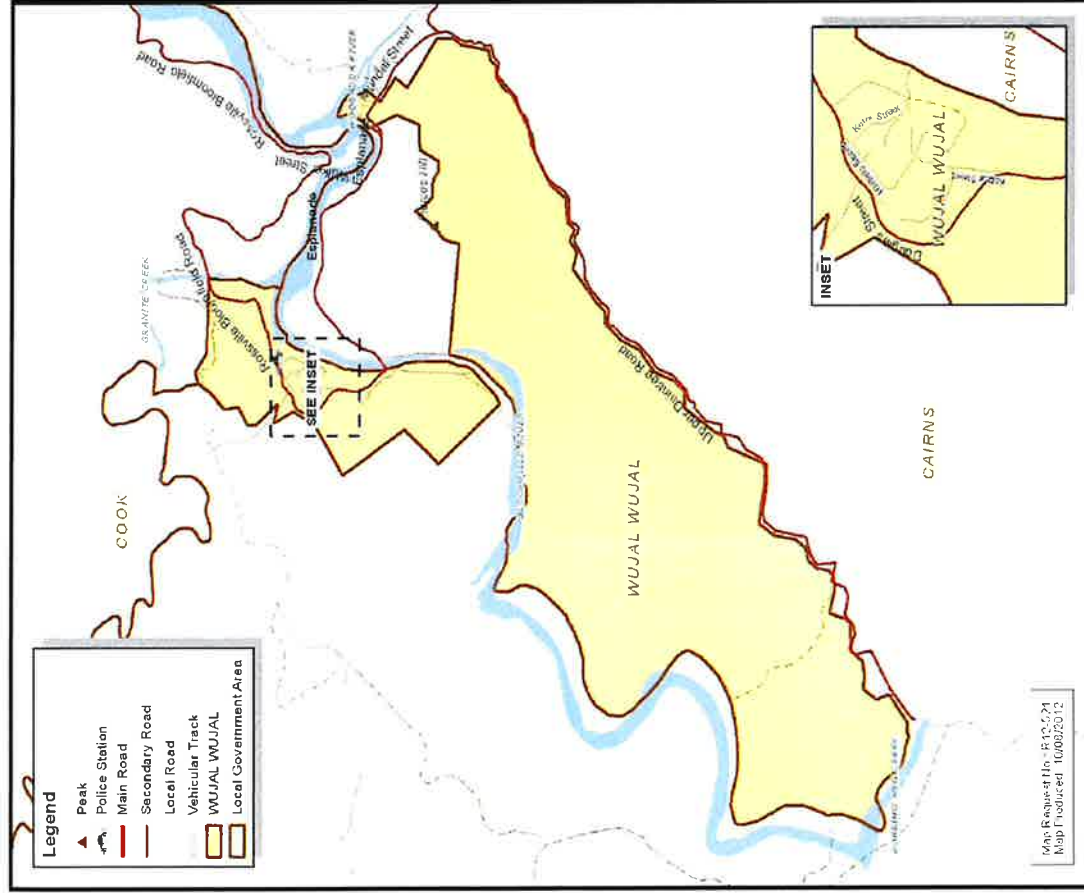


### 9.1 Climate

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.

## 9.2 Wujal Wujal Aboriginal Shire Map



### 9.3 Census Data for Wujal Wujal Aboriginal Shire Council Area

Full Census data can be accessed on the Australian Bureau of Statistics Website

[2021 Wujal Wujal, Census Aboriginal and/or Torres Strait Islander people QuickStats | Australian Bureau of Statistics \(abs.gov.au\)](https://www.abs.gov.au/2021/Wujal-Wujal-Census-Aboriginal-and/or-Torres-Strait-Islander-people-QuickStats)

#### Population

<b>Indigenous status</b> <i>All people</i>	<b>Wujal Wujal</b>	<b>%</b>
Aboriginal and/or Torres Strait Islander total	258	93.5
Aboriginal	249	90.2
Torres Strait Islander	0	0.0
Both Aboriginal and Torres Strait Islander	12	4.3
Non-Indigenous	14	5.1
Not stated	7	2.5

#### Cultural Diversity

<b>Australian Indigenous language, top responses</b> <i>Aboriginal and/or Torres Strait Islander people</i>	<b>Wujal Wujal</b>	<b>%</b>
Kuku Yalanji	92	35.7
Australian Indigenous Languages, nfd	12	4.7
Australian Indigenous languages used at home	103	39.9
English only used at home	137	53.1

#### Employment

<b>Industry of employment, top responses</b> <i>Employed Aboriginal and/or Torres Strait Islander people aged 15 years and over</i>	<b>Wujal Wujal</b>	<b>%</b>
Local Government Administration	13	37.1
Nature Reserves and Conservation Parks Operation	4	11.4
Justice	3	8.6

## 10 Community Capacity

Wujal Wujal Aboriginal Shire's population is centered 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 through the Request for Assistance Process.

## 10.1 Public Buildings and Spaces

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

### 10.1.1 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 center

### 10.1.2 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

## 10.2 Transport Networks

### 10.2.1 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". This road is known as the Bloomfield Track, or also the Cape Tribulation Bloomfield Rd.

The road north, State Route 40, outside of council's area of responsibility, travels through the small communities of Bloomfield, Ayton and Rossville, 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 Douglas Shire Council outside of this area.

## 10.3 Communications

### 10.3.1 Television and Radio:

- Free to air television stations broadcast from Cairns and the Northern Territory area 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.

### 10.3.2 UHF / HF / VHF Two Way Radios:

SES has a number of UHF handheld and base radios utilising both VHF 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.

### 10.3.3 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.

### 10.3.4 Emergency Management Network

The Wujal Wujal Emergency Management Network was established to provide a contingency that allows communication within Wujal Wujal even if the Telstra and/or Ergon power supply fails.

The principal purpose of the network is to provide emergency management communication between the users of the network including Council, Community, Police, Health and Emergency Services prior, during and immediately following an emergency event. It is intended for communication between Council, local residents and visitors when and if normal telecommunications are compromised.

<https://www.wujalwujalcouncil.qld.gov.au/community/local-wifi/>

Unfortunately, due to the devastating impacts of Flooding from TC Jasper the Emergency Management Network communications have been totally destroyed. A decision is yet to be made in which direction the WWASC chooses to take to augment localised communications. The WWASC has the ability to deploy and use star link.

## 10.4 Essential Supply

### 10.4.1 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 emanating from Mt Molloy through to Cooktown. The reticulation network providing power to consumers in the Wujal Wujal area is connected to the Cooktown substation and travels through the heavily vegetated Wet Tropics and World Heritage areas. Due the minimum clearing allowed from the powerline trees present a risk to maintaining supply to the community. Access to respond to power supply issues in the area can also be challenging particularly during the wet season due to flooding.

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. Significant power impacts would require assistance from the DDMG.

### 10.4.2 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 Wujal Wujal Aboriginal Shire 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.**

If Wujal Wujal is significantly impacted from an event such as a cyclone or flooding the DDMG, key stakeholders and contractors will need to provide extensive support to maintain essential services such as potable water and sewage.

### 10.4.3 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. Cyclones and floods can cause extensive damages to the sewage system across the entire network and will require resourcing assistance from the DDMG.

### 10.4.4 Service Station

The Wujal Wujal Service Station has a card-operated petrol bowser for fuel supplies.

- Premium Unleaded, 91 Unleaded and Diesel is available

## 10.5 Essential Services

### 10.5.1 Wujal Wujal Primary Health Clinic:

The normal health clinic facility was decimated during the TC Jasper floods with a temporary clinic established to maintain health services in Wujal Wujal.

Wujal Wujal Primary Health Care Centre is Nurse and ATSI Health Worker managed center primarily providing - primary care, health screening/promotion, chronic disease management and emergency care.

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 Temporary Primary Health Clinic

##### Centre Services

Nurse and ATSI Health Worker Managed Clinic

Primary Care; Healthcare screening and Healthcare promotion; Chronic Disease Management; Emergency Care; Emergency Care on-call after hours.

Centre Service relocated to Cooktown due to temporary clinic limited capacity

Dentist services; X-Ray Services; Morgue capacity

##### Visiting Services

Child Health Checks/Immunisations Nurse and ATSI Health worker; Physiotherapist; Occupational Therapist; Nutritionist/Dietician Services; Diabetes Care Nurse; Adult Mental Health Alcohol and Other Drug Services; Child and Youth Mental Health Services; Sexual and Family Health Nurse and ATSI Health worker; Medical Officer Clinics; Specialist General Physician; Specialist Paediatrician; Specialist Endocrinology; Ears/Nose/Throat (ENT) Specialist including Audiology; Women's Health Nurse; Optometrist; RFDS Wellbeing Counseling ; Radiographer; Midwifery Group Practice.

Distance to Main Referral hospitals

Cairns Base Hospital - 179km  
Cooktown Multipurpose Health Service - 70KM

#### 10.5.2 Queensland Ambulance Service:

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

#### 10.5.3 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.

#### 10.5.4 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 QFD Urban Auxiliary station is located at Cooktown.

### 10.5.5 Wujal Wujal State Emergency Service:

The SES headquarters and all equipment and vehicle sustained significant damage following flooding in 2023. SES is currently working with Wujal Wujal LG and funding received from State government to replace the headquarters, vehicle and equipment.

### 10.5.6 Jabalbina Rangers

Collaborating closely with Kuku Yalanji Traditional Owners, Jabalbina is dedicated to preserving Yalanji Bama culture through diverse programs and projects both on and off country. As a central responsibility, Jabalbina ensures the care of Yalanji land, fostering economic and community potential, while safeguarding cultural integrity and optimizing benefits for Kuku Yalanji Traditional Owners. Jabalbina Rangers provide an extremely valuable capability to assist the Wujal Wujal LDMG in the event of a disaster.

## 11 Disaster Risk Assessment

The risk Methodology adopted for Wujal Wujal to effectively understand threats, analysis the hazard of threats and apply risk management principles is based on a hybrid model incorporating influence from the Guide to Disaster Risk Management in Queensland Aboriginal and Torres Strait Islander Communities', National Emergency Risk Assessment Guidelines 2010, the Queensland Emergency Risk Management Guidelines and in alignment with AS/NZS ISO 31000:2009. The Risk assessment is intended to remain dynamic with treatments documented and updated as required.

It is the intent that risk that is not reasonably managed i.e. High or Extreme after risk treatment be escalated to the District Disaster Management Group as a residual risk.

The Risk Assessment is available as an additional document.



## 12 Risk Treatment Arrangements

This Local Disaster Management Plan is based on the all-hazards approach. There are no Hazard 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.

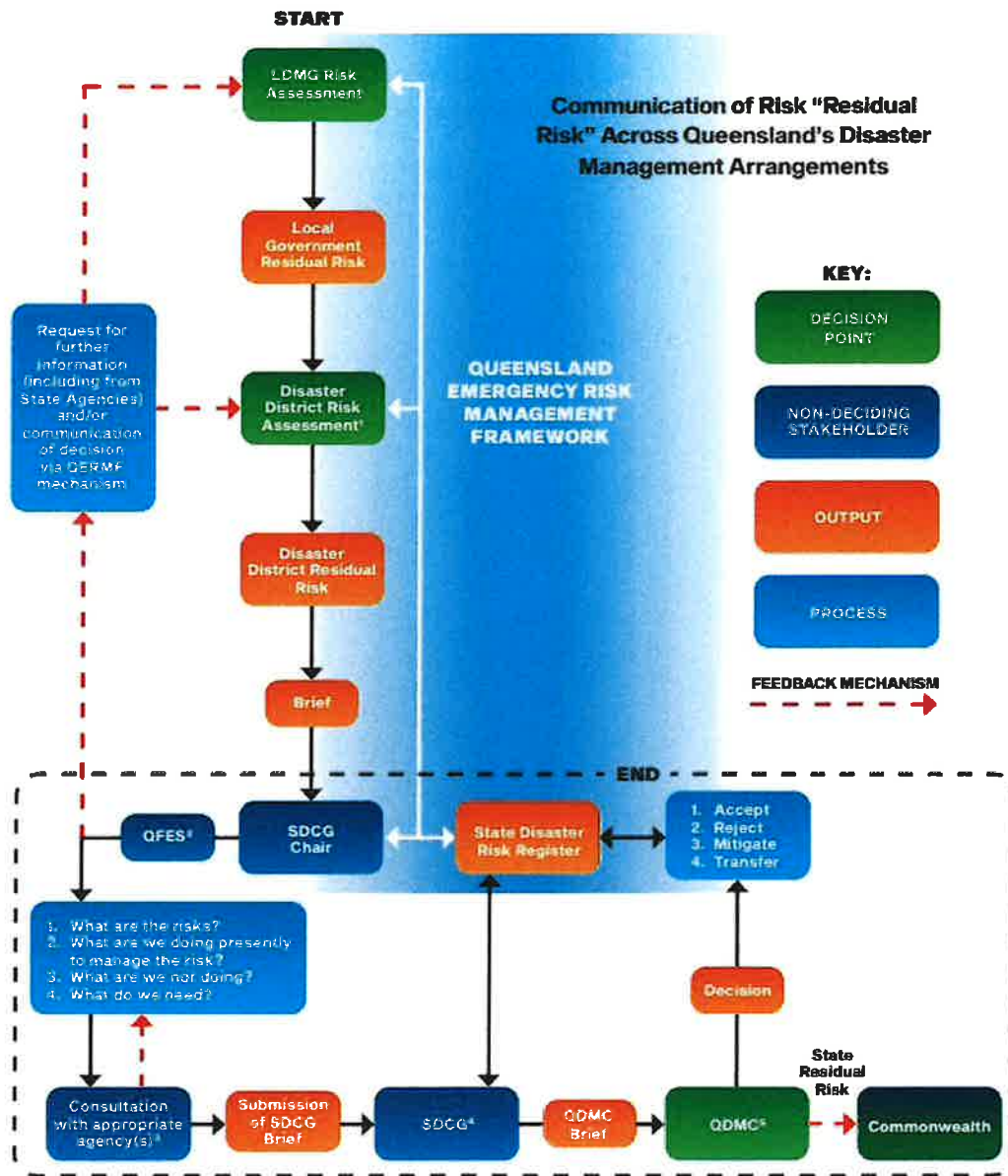
The Operational Sub-Plans are applicable to all hazards and some or all of the Sub Plans will be implemented depending on the particular event.

Some Risk Treatment Arrangements have been prepared for specific risks in Appendix C.

## 12.1 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 neighboring LDMGs, the DDMG or other stakeholders. The LDMG is transferring Residual Risk to the DDMG.



## 13 Potential 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:

### 13.1 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.

Due to the location of the Wujal Wujal Aboriginal Shire community it is very vulnerable to flooding from the Bloomfield River and overland flow from the surrounding mountains. This has been noted in 2017, 2019 and 2023 in the more recent years. Absolute devastation was experienced from intense rainfall from TC Jasper in December 2023.



### 13.2 Landslides

Access into the Wujal Wujal community can be disrupted by significant landslips caused by rainfall. This was experienced after the intense rainfall of TC Jasper. TC Jasper caused a large magnitude of landslips isolating the Wujal Wujal community for an extended duration. Considerations for Emergency Supply and or Resupply need to be included in event action planning.



### 13.3 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. To support collaborative bushfire mitigation, Queensland Fire Department have implemented a Bushfire Mitigation Plan. The Queensland State Disaster Management Plan stipulates that the Queensland Fire Department (QFD) has primary management responsibility for ensuring the preparation of Bushfire Mitigation and Readiness Plans.

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

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

### 13.4 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.

### 13.5 Infectious Disease Outbreak

At least three pandemics have posed a threat to Australia in recent times — avian influenza (2003), swine flu (2009) and coronavirus COVID-19 (2019–current). These outbreaks can challenge and overwhelm the health system, involve the isolation and quarantine of large numbers of people for protracted periods, cause widespread economic and social disruption and can result in large numbers of fatalities or people with serious illness. For further information please reference the **Remote Communities Pandemic Sub Plan for Wujal Wujal Aboriginal Shire**.

### 13.6 Heatwaves

In the last 200 years, severe and extreme heatwaves have taken more lives than any other natural hazard in Australia (BoM 2013). The Wujal Wujal Aboriginal Shire has occasionally experienced heat waves. [The National Heatwave Forecasting and Assessment Service](#) is a BoM product that operates from the start of November to the end of March. It provides warning of unusually hot conditions allowing government, emergency services and communities time to implement measures to reduce the impact.

### 13.7 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.

### 13.8 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

### 13.9 Major Infrastructure Failure

Low impact short duration 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 available star link capabilities. More complex wider impact and longer duration events can have a significant impact on the continuity of essential services such as water, sewage, telecommunications and health service provisions. Significant support may be required from agencies, services and the DDMG if wide impacts are experienced.

### 13.10 Transport Incidents

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

### 13.11 Aircraft Incidents

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.

### 13.12 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.

### 13.13 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.

### 13.14 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.**

### 13.15 Climate Change

Climate change will likely exacerbate the frequency and severity of natural hazards. Climate Change in the Far North Queensland region indicates the area will be increasingly affected by higher temperatures, hotter and more frequent hot days, more intense downpours and less frequent but more intense tropical cyclones.

## 14 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.

### 14.1 Land Use Planning

Land use planning in areas exposed to natural hazards can significantly reduce disaster risk, the impact of hazards should they arise and enhance the resilience of existing and future communities. Regulating the use and development of land is a key strategy to avoid risk to life, property and environment, and reduce damage and disruption to the community.

### 14.2 Building Codes, Regulation and Legislation

The application of building codes and building use regulations ensures buildings and infrastructure are designed and constructed to standards that reduce the likelihood of damage and injury in an event. Standards and codes should be referred to and enforced, particularly for the design and construction of major infrastructure and components of essential services.

### **14.3 Design Improvements**

Design improvements to infrastructure or services can be engineered to provide a greater level of resilience. They can be applied to new infrastructure, to harden existing infrastructure or when considering betterment works during the reconstruction phase. Ensuring the reliability of critical infrastructure and services supports the communities social and economic wellbeing.

### **14.4 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.

### **14.5 Council Offices**

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

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

### **14.6 Business**

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

### **14.7 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.

### **14.8 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.

### **14.9 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.

## 14.10 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.

## 15 Preparedness

### 15.1 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.*

## 15.2 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*.

## 15.3 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.

## 15.4 Resources

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*.

# 16 Response

## 16.1 Activation of the LDMG

Timely activation of the LDMG is critical. The LDMG will activate in response to an actual or threatened disaster that will have significant community consequences and requires a coordinated response and/or recovery effort. The decision to activate is based upon defined triggers and the perceived level of threat. The authority to activate the LDMG is at the discretion of the LDMG Chair based on the nature and scale of the event. The LDMG Chair will consult with the full membership where time permits. Should the Chairperson be unavailable, the Deputy Chairperson of the LDMG is responsible for the decision. Should neither of the above members of Council be available, the decision may be taken by the Local Disaster Coordinator, who will advise the Chair, LDMG as soon as is practicable.

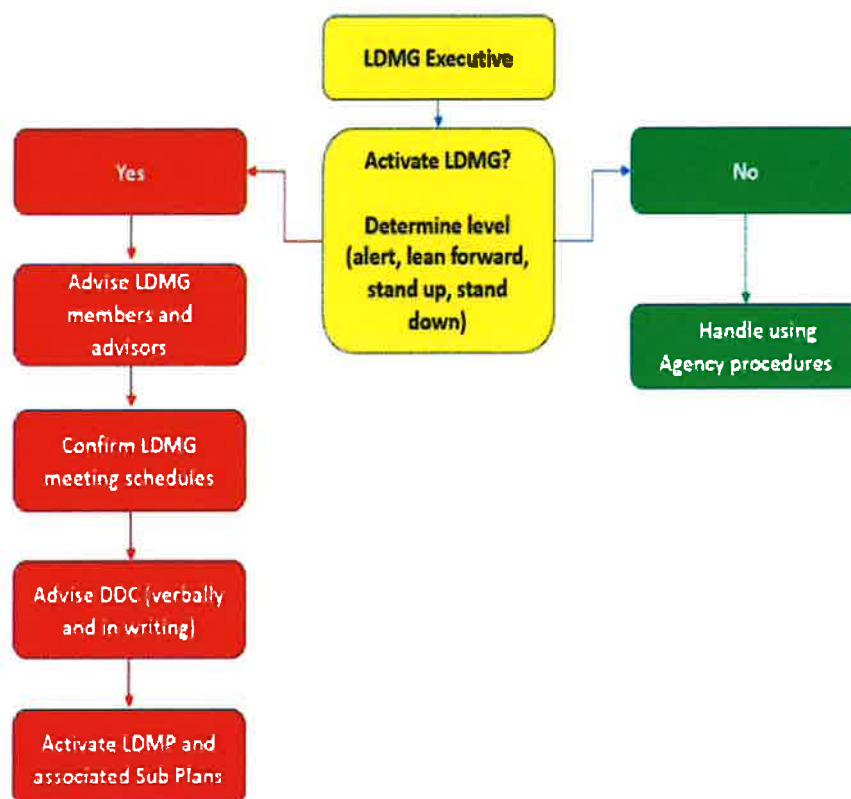
The principle purpose of the emergency response is the preservation of life and property. Response is defined as the actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised, and that people affected are given immediate relief and support.

## 16.2 Activation Criteria

The local disaster management system, involving the LDMG, may be activated for a number of reasons. The following decision criteria should be employed. If yes is answered to any of the questions the LDMG should be activated.

- Is there a perceived need relative to an impending hazard that requires multi-agency coordination?
- Has there been a request from a response agency to provide resources and coordination in support of operations?
- Has there been a request/direction from the DDC to activate the LDMG?
- Has there been a sudden impact that requires involvement of the LDMG in one or more phases of PPRR?

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



### 16.3 Activation of LDMP and Sub Plans

The LDMP will be activated automatically whenever the LDMG activates. The LDC is responsible for activating approved sub-plans as required by the nature and circumstances of the event.

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

## 16.4 Levels of LDMG Activation

- Alert
- Lean Forward
- Stand-Up
- Stand-Down

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

Level of Activation	Definition
<b>Alert</b>	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.
<b>Lean Forward</b>	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.
<b>Stand up</b>	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.
<b>Stand down</b>	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*

## 16.5 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 Advices but can also arise from other sources such as Queensland Fire and 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 QFD 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 dependent 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 and Warnings Sub Plan*.

## 16.6 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.

## 16.7 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.

## 16.8 Accessing Support (Request for Assistance)

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.

## 16.9 Requesting Support from the 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.

## 16.10 Support from External Agencies (public and private)

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

## 17 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.

## 18 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.

## 19 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.

## 19.1 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 neighboring 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.

## 19.2 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.8 Impact Assessment Sub Plan*.

## 20 Recovery

### 20.1 Definition of Recovery and Recovery in action

In accordance with the [Queensland Recovery Plan](#), disaster recovery is defined as the coordinated process of supporting disaster-affected communities' psychosocial (emotional and social), and physical wellbeing; reconstruction of physical infrastructure; and economic and environmental restoration (including regeneration of the natural environment, associated infrastructure and heritage sites and structures, and the management of pollution and contamination).

### 20.2 Local recovery in action

Further information on Recovery can be located in the Wujal Wujal Recovery Sub Plan.

## 21 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 authorization of support and relief staff, as may be required.

## 21.1 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 DRFA or SDRA funding
- authority/delegation to expend funds
- authorised expenditures
- recording of expenses
- recouping of funds.

## 21.2 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.***

## 21.3 Disaster Funding Arrangements

### 21.3.1 Disaster Recovery Funding Arrangements (DRFA) and State Disaster Relief Arrangements (SDRA)

The objective of the Disaster Recovery Funding Arrangements (DRFA) is to assist the recovery of communities whose social, financial and economic wellbeing has been severely affected by a natural disaster event. The Guidelines can be accessed through the internet via – <http://qldreconstruction.org.au>

The Emergency Services Minister is responsible for activating and coordinating the delivery of Disaster Recovery Funding Arrangements (DRFA) assistance measures.

The intent on the State Disaster Relief Arrangement is to assist in the relief of communities whose social wellbeing has been severely affected by a disaster (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.

## 22 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 QFD 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.

Information on Resupply processes can be accessed in the [Resupply Guidelines](#).

## 23 Appendices

### 23.1 Appendix A 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 QFD 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

### 23.2 Appendix B 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 Queensland Reconstruction Authority is the Qld Government's lead functional agency for 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 childcare, 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
  - Disaster Recovery Funding Arrangements (DRFA)
  - Associations Natural Disaster Relief Scheme
  - Commonwealth Government special benefit
- Objectives
  - DRFA 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

### 23.3 Appendix C Risk Register/ Risk Treatment

For Cyclone and Flood Impacts please refer to new risk assessment process

Hazard	Vulnerable sector	Potential risk	Likelihood	Consequence	Risk level	Risk Treatment and Mitigation	Responsible Agency	Timeline
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, QFD	As required
Tsunami	People, infrastructure, environment	Infrastructure destroyed people injured or fatalities	Rare	Catastrophic	High	Maintain community awareness initiatives	BoM, QFD	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 and 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, TMIR	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