



Somerset

REGIONAL COUNCIL



Somerset Local Disaster Management Plan

1 August 2018

preparedness, prevention, response and recovery

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**Foreword from Cr Graeme Lehmann
Chair of Somerset Local Disaster Management Group**

Somerset Region is a dynamic area of the Brisbane Valley in southeast Queensland and is one of the fastest growing regions in Queensland. Despite its idyllic lifestyle the area is occasionally subjected to the impact of disasters both natural and non-natural.

The region has a wide range of topography, changing demographics and diversified industries; therefore, there is a need for a dynamic and robust Local Disaster Management Plan.

This local disaster management plan, prepared by the Somerset Local Disaster Management Group under the authority of the Disaster Management Act 2003, forms the basis and guidelines for the Prevention, Preparedness, Response and Recovery activities of the joint agencies within the Somerset Regional Council area, when responding to a disaster that has impacted or has the potential to seriously impact upon the region's communities and its infrastructure. Threat specific plans for the most likely threats such as flooding and emergency animal/plant disease have been developed along with supporting Operational Functional Plans.

The plan is a dynamic document that will be kept up to date to match changes in legislation and reflect lessons learnt from natural disasters elsewhere in the state.

Whilst as a community we may not be able to prevent disaster from occurring, we can, through planning, prepare our community and enhance its resilience to the adverse impact of any threat.

Cr Graeme Lehmann (Mayor)
Chairperson
Somerset Local Disaster Management Group.

1/08 /2018

Authority to Plan

Somerset Regional Council has the legislative responsibility to develop a Local Disaster Management Plan in accordance with Section 30, 57(1) of the Disaster Management Act 2003 (DM Act 2003).

Approval of Plan

The plan was originally endorsed by the Somerset Local Disaster Management Group on 19 August 2015. In this meeting the local group resolved to submit this plan for approval to Somerset Regional Council.

In accordance with Section 80(1)(b) of the Disaster Management Act 2003, approval has been given to this plan by the Somerset Regional Council on 9 September 2015, when the plan was adopted by Council.

Minor amendments have taken place to keep the plan current and in line with legislative requirements, the most recent of these updates occurring in August 2018.

Definitions & Abbreviations

The following short titles have been used in this plan:

FULL TITLE	SHORT TITLE
Somerset Local Disaster Management Group	Local Disaster Management Group (LDMG)
District Disaster Management Group	District Disaster Management Group (DDMG)
Queensland Disaster Management Committee	Queensland Disaster Management Committee (QDMC)
Somerset Regional Council Local Disaster Management Plan	Local Disaster Management Plan (LDMP)
Australasian, Inter-Service, Incident Management System	AIIMS
Somerset Local Disaster Coordination Centre	Local Disaster Coordination Centre (LDCC)

The following definitions of a **disaster, event and serious disruption**, taken from the Disaster Management Act 203, section 13, and sections 16, set the scene for the need for Somerset Regional Council's Local Disaster Management Plan:

Disaster

A disaster is a serious disruption in a community, caused by the impact of an event that requires a significant coordinated response by the State and other entities to help the community recover from the disruption.

Event

An event means any of the following:

- cyclone, earthquake, flood, storm tide, tornado, tsunami, volcanic eruption or other natural happening;
- an explosion or fire, a chemical, fuel or oil spill, or gas leak;
- an infestation, plague or epidemic; e.g. example of epidemic – a prevalence of foot-and-mouth disease.
- a failure of, or disruption to, an essential service or infrastructure;
- an attack against the State;
- another event similar to an event mentioned above.

An event may be natural or caused by human acts or omissions.

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 or severe damage to the environment.

A list full listing of definitions and abbreviations used in this plan are detailed in *Annex 02*.

Further information on definitions and terms can be found in:

- *Disaster Management Act 2003*, Schedule 2
- Australian Emergency Manuals Series, Manual 3 – Australian Emergency Management Glossary.
- Australian Emergency Manuals Series, Manual 4 – Australian Emergency Management Terms Thesaurus.
- AIIMS – A Management System for any Emergency. 3rd Edition, 2005.

Amendment Register and Version Control

- Somerset regional Council welcomes feedback regarding this disaster management plan. Feedback and recommendations to amend this plan can be forwarded to:

By mail:

Chief Executive Officer
Somerset Regional Local Disaster Management Group.
Somerset Regional Council
PO Box 117
Esk, QLD 4312
(Attn: Local Disaster Coordinator)

In person:

Council Administration Buildings located at:

- 2 Redbank Street, Esk
- 15 Kennedy Street, Kilcoy
- Cnr Michel & Main Streets, Lowood

By email:

mail@somerset.qld.gov.au

- The initial version of the plan and subsequent amendments of a procedural nature must be approved by the Local Disaster Coordinator, Somerset Local Disaster Management Group, reviewed by the Disaster District Coordinator Ipswich District Group, in accordance with Section 28 I Disaster Management Act 2003, and approved by the Somerset Regional Council in accordance with Section 80(1) (b), Disaster Management Act 2003.
- Amendments of a minor nature, e.g. formatting, legislation references, typographical errors, contact names, addresses, telephone numbers etc. will be handled administratively by the Executive Officer of the Somerset Regional Council Local Disaster Management Group and ratified at the next LDMG meeting.

Disaster Management Plan Amendment and Version Control Register

Amendment / Version	Date	Prepared by	Comments
Version 1.00	01/12/2007	KTG ENGINEERING	Initial version of plan under QDMP Guidelines 2005 & Operational Plan Guidelines 2006.
Version 2.00	15/02/2012	Somerset Regional Council	Changes to bring in line with amendments to the Act and current arrangements
Version 3.00	21/11/2012	Somerset Regional Council	Minor changes, including contacts
Version 4.00	30/09/2013	Somerset Regional Council	Updated as part of Annual Review
Version 5.00	31/08/2014	Somerset Regional Council	Updated as part of Annual Review
Version 6.00	31/08/2015	Somerset Regional Council	Minor changes, including contacts
Version 7.00	1/08/2018	Somerset Regional Council	Minor changes, including contacts

Distribution of the plan

In accordance with Section 60 of the Disaster Management Act 2003, the controlled master copy of this plan is held and maintained by the Local Disaster Coordinator, Somerset Regional Council.

The Local Disaster Management Plan, excluding confidential annexures and supporting documents, is available for public viewing online at <https://disaster.somerset.qld.gov.au> in a PDF format, or alternately, a hard copy can be viewed at:

Council Administration Building:

- 2 Redbank Street, ESK 4312

Printed copies are available for purchase, at a fee determined by Council at Council's Customer Service Centres.

It is the responsibility of each individual or agency in receipt of this LDMP to ensure the current LDMP is maintained.

Section 1 – Introduction

1.1 Aim and Purpose of this Plan

The aim of this Plan is to:

- minimise the effects of,
- coordinate the response to, and
- ensure the recovery from a disaster or emergency affecting the Somerset Region.

The purpose of this plan is to ensure the safety of the Somerset community and to preserve lives, livelihoods and the environment in the event of a disaster affecting the region. Our priority is the preservation of human life.

This plan and the associated management arrangements have been developed with a community focus.

1.2 Key Objectives

The broad objectives of this Disaster Management Plan are to:

- Ensure that a coordinated and effective system of disaster management exists for the Somerset Region.
- Detail specific strategies relating to the prevention and preparedness for, response to and recovery from a disaster (PPRR).

The specific objectives of the plan are:

Prevention

- Introduce systems and regulations that reduce disaster risks and ensure adherence to these procedures.
- Assist the community to be aware of methods of mitigating the adverse effects of an event, through public education and awareness.
- Investigate and implement, where appropriate, strategies and initiatives to reduce the impact of disasters on the Somerset community using best practice emergency risk management processes.

Preparedness

- Enhance the community's capacity to prepare for, respond to and recover from a disaster to increase community resilience.
- Encourage an effective all agencies, all hazards approach.
- Identify those lead agencies who will provide guidance and leadership for the group on specific hazards.
- Identify resources to maximize the region's response capability.
- Establish relationships to increase disaster management capability.

- Improve the capacity of the disaster management agencies by encouraging the sharing of knowledge, participation in training and shared exercises.

Response

- Ensure that the responsible lead agency is supported in their response to a particular emergency event.
- Ensure there is effective and timely communication with the community on the nature and impact of the event.
- Ensure regional cooperation and coordination of response efforts during a disaster.
- Minimize the impact on the community from a disaster event or emergency situation through effective response.
- Lay the ground work for the re-establishment of the community as effectively and efficiently as possible.

Recovery

- Provide the framework for post event assistance to the affected community and provide immediate post event welfare as appropriate.
- Ensure the recovery priorities of the community are identified and met.
- Reduce the community consequences following an event

1.3 Queensland Government Disaster Management Strategic Policy Statement

This plan is consistent with the principles contained in the Queensland Disaster Management Committee's Disaster Management Strategic Policy Statement 2016. The Statement focuses on a comprehensive, all hazards approach with all levels and agencies of government working in partnership to reduce the effects of disasters and emergencies.

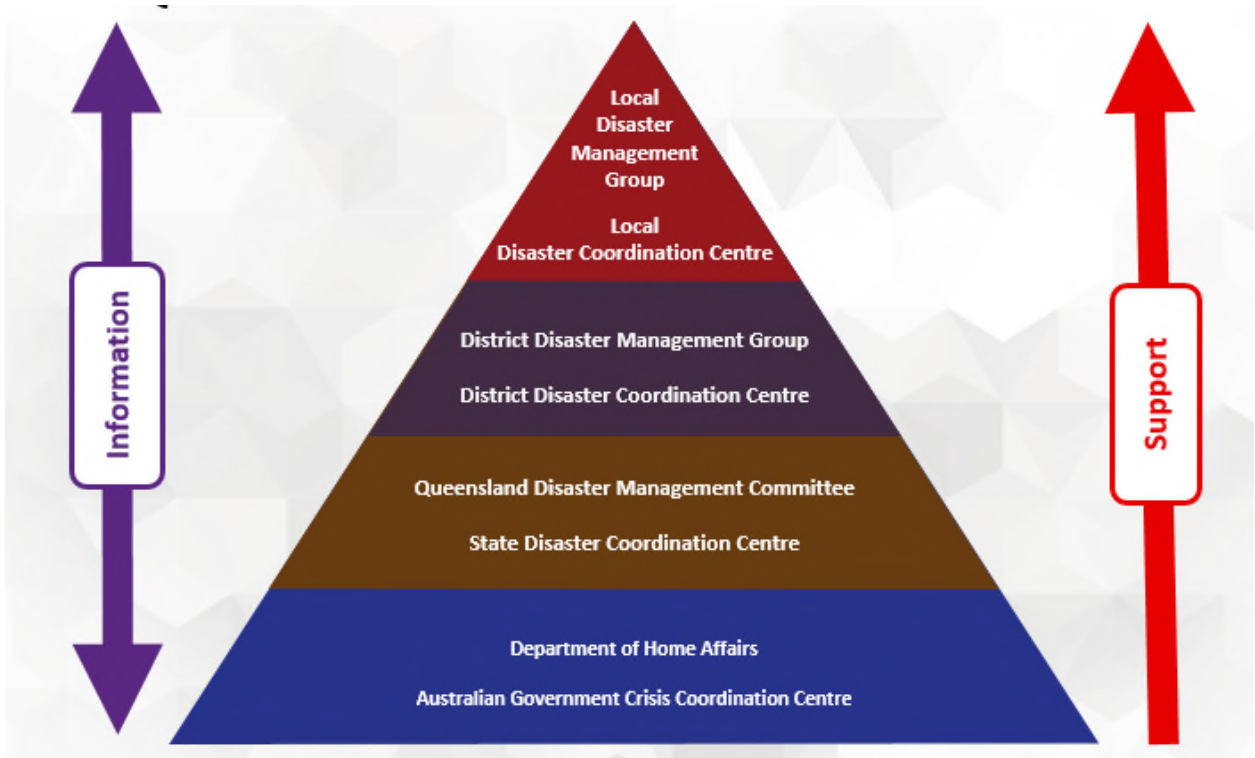


Figure: 1.1 *Diagram of Disaster Management System*

State

The Queensland disaster management system is a whole-of-Government system that requires a commitment from all levels of Government to deliver an all hazards, comprehensive framework that responds to the needs of the community.

An “all hazards approach” means one set of disaster management arrangements capable of dealing with all hazards – natural and manmade.

A “comprehensive approach” encompasses the PPRR principles of – prevention, preparedness, response and recovery – and involves all levels of government and the community.

The Queensland disaster management system is based on disaster management legislation contained in the Disaster Management Act 2003. Acts such as the Fire and Emergency Services Act 1990, Public Safety Preservation Act 1986, and the Terrorism (Commonwealth Powers) Act 2002, may have effect in times of disaster and provide additional powers in specific circumstances when dealing with a disaster.

The primary focus of the whole-of-Government disaster management system in Queensland is to mitigate the effects of disasters, wherever possible or practical, while preparing to respond when disasters occur.

Disaster management arrangements have been developed with a focus on the local community, which is represented by the local government for the area.

Local Government

For its part, local government is responsible for:

- ensuring that it has a disaster response capability;
- providing public works and services to support its community;
- developing and implementing disaster mitigation strategies; and
- Developing and maintaining a disaster management plan that encompasses the PPRR principles.

Disaster management planning for Somerset Regional Council is not solely the responsibility of the Council and the Queensland Police Service. It is a joint responsibility held by all member agencies of the Somerset Regional Council Local Disaster Management Group, and each member agency has a vital role to play in the provision of an appropriate operational response to any event impacting upon the community. This role includes participation in the development of the main plan, and operational plans, either as a lead agency or as a support agency.

If an agency has agreed to take the 'Lead Agency' role for a particular operational plan or operational function, it is then responsible for co-ordination of the development of the Operational Plan for that function. Agencies that have a 'Support Agency' role will provide assistance in the plan development.

1.4 Local Disaster Management Group

Establishment of the Somerset Local Disaster Management Group

The Somerset Local Disaster Management Group (LDMG) has been established in accordance with Section 29 of the Disaster Management Act 2003 which states:

s 29 Establishment

A local government must establish a Local Disaster Management Group (LDMG) for the local government's area".

Functions of the Somerset Local Disaster Management Group

The function of a Local Disaster Management Group is defined in Section 30 (1) of the Disaster Management Act 2003, as:

- to ensure that disaster management and disaster operations in the area are consistent with the State Group's strategic policy framework for disaster management of the State;
- to develop effective disaster management, and regularly review and assess the disaster management;
- to help the local government to prepare a local disaster management plan;
- to identify, and provide advice to the relevant district group about, support services required by the LDMG to facilitate disaster management and disaster operations in the area;
- to ensure the community is aware 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 relevant district group 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 communications systems in the group and with the relevant district group in the disaster district of the relevant district group, for use when a disaster happens;
- to ensure information about a disaster in the area is promptly given to the relevant district group;
- to perform other functions given to the Group under the *Disaster Management Act 2003*; and
- to perform a function incidental to a function mentioned above.

NOTE: Some functions incidental to those mentioned above are:

- to ensure that training and training exercises are undertaken to prepare staff and members of the LDMG for their roles in a disaster and to test elements of the LDMP and the operation of the LDCC;
- to maintain a current membership and agency contact list that is updated at least annually or as a result of significant membership changes;
- to maintain an attendance register of members attending the LDMG meetings. The register is to be in tabular form and include meeting date; name of Agency with an indication of attendance or non- attendance. The register is to accompany copies of the minutes of the meeting.
- to establish and maintain a response and resource capability listing, and to ensure it is updated at least annually;

1.5 Membership of the Somerset Local Disaster Management Group Appointment of Members

Members of the LDMG have been appointed by the Somerset Regional Council in accordance with Section 33 and Section 34 of the *Disaster Management Act 2003*.

In appointing people to the LDMG council has sought to select representatives from those agencies and organisations on the Somerset who:

- have a key role in responding to disaster or emergency situations
- manage key assets, or
- Provide essential community services.

Membership of the LDMG shall mean and include any person acting in the capacity of any of the appointed members or the delegate of the member as the case may be.

Agencies shall ensure their members to the LDMG have:

- the authority and necessary delegations to perform the role effectively
- the appropriate disaster management training
- Deputies are appointed in accordance with Section 40 of the Act, by signed notice with approval of the Chair of the Local Group.

Membership of the Group will be reviewed annually and the QFES Commissioner and the Ipswich District Disaster Coordinator (DDC) will be advised of the membership of the Group as per the requirements of S37 of the DM Act 2003.

In addition to its members, the LDMG may seek the assistance of individual organisations as circumstances require. These persons sit as advisors to the group. They will receive copies of the agendas and minutes and can attend and participate in meetings and discussions as required. They however do not have voting rights on decisions.

Chair and Deputy Chair

Under Section 34 of the Disaster Management Act the Somerset Regional Council appoints a councillor of the Somerset Regional Council to the positions of chair and deputy chair of the LDMG. Council has appointed the following persons to these positions:

Chair – Mayor, Cr Graeme Lehmann

Deputy Chair – Cr Dan Hall

Functions of Chair of the LDMG

The chairperson of a LDMG has the following Functions:

- to manage and coordinate the business of the group;
- to ensure, as far as practicable, that the group performs its functions;
- To report regularly to the relevant district group, and the chief executive of the department, about the performance by the LDMG of its functions.

Local Disaster Coordinator

Under Section 35 of the Disaster Management Act the Chair of the Local Group appoints a Local Disaster Coordinator for the group. The Chair has determined that the Local Disaster Coordinator for the LDMG will be a Council employee. The Chair will appoint as the Local Disaster Coordinator of the group an employee with the necessary expertise, experience, authority and delegations to perform the role effectively.

The Chair has also determined to appoint a deputy Local Disaster Coordinator.

Refer to *Annex 01* for the names and contact details for both the Local Disaster Coordinator and the Deputy Local Disaster Coordinator.

The Local Disaster Coordinator will be the Council's member of the Ipswich District Disaster Management Group.

Functions of Local Disaster Coordinator

The local disaster coordinator has the following functions:

- to coordinate disaster operations for the LDMG;
- to report regularly to the LDMG about disaster operations;
- to ensure, as far as practicable, that any strategic decisions of the LDMG about disaster operations are implemented.

Membership and contact details are detailed in *Annex 01*- these include details for the Somerset Regional Council Local Disaster Management Group

1.6 Roles and Responsibilities of Local Disaster Management Group Members

Members of the LDMG have the following roles and responsibilities:

- to support the Chairperson in executing the functions of the LDMG as detailed above;
- to represent their agency;
- to provide expertise and advice relative to their agency; and
- to attend meetings of the LDMG and furnish a report.

During activation periods:

- to attend meetings of the LDMG;
- to assist the chairperson to coordinate the prevention, preparation, response and recovery activities associated with the disaster event; by developing priorities and possible strategies for the LDCC STAFF to act upon.; and
- to commit the agencies resources, as required, in support of efforts to combat the disaster event.
- to provide the resources and support for an Incident Management Team (LDCC STAFF) to coordinate an event, using the AllIMS methodology
- To inform the community of any actions taken by the LDCC STAFF i.e. evacuation procedures.

1.7 Somerset Local Disaster Management Group Membership

Members

In accordance with Section 33 of the Disaster Management Act 2003, the Somerset Regional Council appoints persons as members of the Somerset Regional Council Local Disaster Management Group.

The Somerset Regional Council may appoint persons as members of the group provided they have the necessary expertise or experience to assist the group to undertake its functions.

Membership of the Somerset Regional Council Local Disaster Management Group shall mean and include any person acting in the capacity of any of the appointed members.

The Somerset Regional Council maintains a register of the group's current membership and contact details. The register is included in the LDMG Membership list (*Annex 01*). The contact list is updated at least every three (3) months and will be provided to all persons listed on the distribution list.

In accordance with Section 37 of the Disaster Management Act 2003, at least once a year the Local Disaster Coordinator of the Somerset Regional Council Local Disaster Management Group will provide the QFES Commissioner and the Ipswich District Disaster Coordinator with an updated membership list with contact details. This written notice will be forwarded following the completion of the first meeting of Somerset Regional Council Local Disaster Management Group each calendar year.

As soon as practicable after a new member is appointed to the group, the Local Disaster Coordinator will inform the QFES Commissioner and the Ipswich District Disaster Coordinator of the appointment, in accordance with Section 37 of the Disaster Management Act 2003.

Advisors and Invited Observers to LDMG meetings

In addition to its members, the Somerset Regional Council Local Disaster Management Group may co-opt additional members or seek the assistance of individuals or organisations as circumstances may require. The decision on who to invite as an advisor to the group is made based on local context and risks identified within the region. For example, SEQWater are an advisor to the group.

These persons sit as advisors to the group. Whilst involved with the business of the group, these people will receive copies of the group's agenda and minutes, and activation alerts issued during an event.

The Somerset Regional Council maintains a register of the group's invitees and contact details. Refer *Annex 01*. This list is updated at least every three (3) months and is provided to all persons listed on the distribution list.

Establishment of Sub-Groups

Sub-groups can be established by the Local Disaster Management Group if deemed necessary. At present the following sub-groups have been identified:

- Recovery Sub-Group
 - Human-Social Recovery Sub-Group
 - Infrastructure Recovery Sub-Group
 - Environmental Recovery Sub-Group
 - Economic Recovery Sub-Group

Refer to Sub-Plan 1.16 for details regarding the establishment of these groups. Meeting of the groups will be arranged by the chair of each relevant group/sub-group.

1.8 Local Disaster Coordination Centre Staff (LDCC Staff)

LDCC STAFF are a pre-selected group of people that have had training in incident management. The Role of the which is to:

- coordinate a multi agency response;
- develop strategies for operational implementation;
- perform on behalf of the LDMG the planning, logistics, operations and control for the event / disaster;
- Develop strategies for the LDMG to act upon i.e. future operations.

Refer to *Annex 01* for contact details for LDCC STAFF.

1.9 Role and Responsibilities of Somerset Regional Council Representative on the District Disaster Group

The role of Council's representative on the DDMG is to:

- attend meetings of the DDMG;
- assist the chairperson to coordinate the prevention, preparation, response and recovery activities associated with the disaster event at the district level; and
- Commit the Council's resources, as required, in support of efforts to combat the disaster event.
- Unless otherwise advised, the Council's member on the DDMG will be the LDC.

1.10 Role and Responsibilities of Councillors of Somerset Regional Council

The primary role of Councillors who are not involved in the Somerset Regional Council Local Disaster Management Group is to communicate with their constituents and assist in the passage of information to and from the Somerset Local Disaster Management Group.

The Chief Executive Officer, Somerset Regional Council will communicate to Councillors relevant information received from the Chairperson LDMG.

1.11 Meetings and Quorum

The LDMG will meet four times each year and the meetings are timed to take into account higher risk periods.

During disaster and emergency situations a Somerset Local Disaster Management Group extraordinary meeting may be called and be held either in person or via teleconference to consider and discuss the situation.

A quorum is required in order for meeting resolutions to be officiated. LDMG members are to achieve a quorum, which is equal to one half of its members plus one, or when one half of its members is not a whole number, the next highest number.

Records Management

The LDMG secretariat shall maintain records of all meetings including:

- Attendance registers
- Member, deputy and important contact details
- Agenda
- Minutes
- Correspondence in and out
- Action Register – to record progress and completion of actions arising from resolutions of the Group.

1.12 Reporting Requirements

LDMG Members are required to report their Agencies disaster management activities to the LDMG at the Group's meetings.

The LDMG will report its activities to:

- (a) Somerset Regional Council in a report prepared by the Local Disaster Coordinator (or delegate), at least annually. The report will outline the work of the Somerset Disaster Management System during the previous year and indicate how the LDMG's work fulfilled the requirements of the Group as set out in Disaster Management Act 2003.
- (b) DDC in written Disaster Management Status Reports presented at meetings ***which will include the activities and matters to be referred to the DDC.***

1.13 Review and Renew Plan

The Local Disaster Coordinator must ensure that in accordance with Section 59 of the Disaster Management Act 2003, that the LDMP is reviewed annually and after each activation and the results of the review are transmitted to the DDC and DDMG.

The plan must be tested at least annually using tabletop and/or field or other practical exercises and the results conveyed to the DDC and DDMG. Where appropriate, amendments are to be made to the plan as a result of the testing.

The review may be undertaken by a sub-committee or working group established by the LDMG.

A review of the plans in accordance with Section 59 of the *Disaster Management Act 2003* may be conducted by the Local Disaster Coordinator (or delegate) following:

- Activation of the plan as a result of a disaster.
- Exercises designed to practise or test aspects of the plans.
- Alterations to the roles or responsibilities of any agency involved in the plan.
- Changes to operational procedures.
- External disasters or new technology which may suggest a review be carried out.
- Somerset Regional Council organisational structural change.
- An Officer responsible for overseeing a LDMG task leaving that position.

The Plan will be reviewed annually if a review has not resulted from one of the items mentioned above.

Minor changes such as typographical changes, changes to position titles and contact details may be made to the Plan from time to time.

Annual Reporting to Council

The Local Disaster Coordinator shall report annually to a meeting of the Somerset Regional Council. The report will outline the work of the Disaster and Emergency System during the previous year and indicate how the Group's work fulfilled the requirements for the Group set out in Disaster Management Act 2003. A copy of the report shall be provided to the DDC.

1.14 Agency Roles and Responsibilities

Agency	Roles and Responsibilities
Somerset Regional Council	<ul style="list-style-type: none"> • Management and administration of the Somerset Region LDMG and its subcommittees, including the development and maintenance of disaster management plans and sub plans • Design, maintenance and operation of an Emergency Coordination Centre (including training of sufficient personnel to operate the centre on behalf of Somerset Region LDMG) • Coordinate disaster operations and support response and recovery agencies • Coordination of impact assessment and disaster response on behalf of the Somerset Region LDMG • Coordination of immediate welfare and recovery needs in conjunction with DCDSS and Red Cross (including the management of evacuation centres) • Operation of the emergency coordination centre and coordination of disaster response on behalf of the Somerset Region LDMG • Coordination of communications systems between response and recovery agencies • Maintenance of normal local government services to the community • Maintenance of local government function via local government business continuity contingency planning • Maintenance of a disaster response capability • Maintenance of telemetry and warning systems • Community awareness and education, and issue of public warnings and information • Support for the region's State Emergency Service • Advice to the Ipswich District Disaster Management Group on local matters such as evacuation and longer-term recovery • Support for the Ipswich District Disaster Management Group to perform the functions of the Local Group, in the event a disaster prevents the local group from performing its functions • Advice to the LDMG and request and provide assistance through the local group as required during disaster operations
Qld Ambulance Service	<ul style="list-style-type: none"> • Provide, operate and maintain ambulance services • Access, assess, treat and transport sick and/or injured persons • Protect persons from injury or death, during rescue and other related activities • Coordinate all volunteer first aid groups during for major emergencies and disasters • Provide and support temporary health infrastructure where required • Collaborate with Queensland Clinical Coordination Centre in the provision of paramedics for rotary wing operations • Participate in search and rescue, evacuation and victim reception operations • Participate in Health Facility evacuations • Collaborate with Queensland Health in mass casualty management systems • Provide Disaster, Urban Search and Rescue (USAR), Chemical Hazard (Hazmat), Biological and Radiological operations support with specialist logistics and specialist paramedics • Advice to the Somerset Region LDMG, and assistance through the local

<p>Qld Fire and Emergency Services (QFES)</p>	<p>group as required during disaster operations</p> <ul style="list-style-type: none"> • Primary agency for bushfire • Primary agency for chemical / hazardous materials (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 • Provide logistical and communications support to disasters within capabilities • Advice to the LDMG, and assistance through the local group as required during disaster operations • Provide advice and support to Somerset Region LDMG in relation to disaster management and disaster operations • Coordination of disaster management training • Public education in disaster management
<p>Qld Police Service</p>	<ul style="list-style-type: none"> • Preserve peace and good order • Prevention of crime • Maintain any site as a possible crime scene • Provide a Disaster Victim Identification capability • Coronial investigation procedures • Conduct traffic control, including assistance with road closures and maintenance of road blocks • Control and coordinate evacuation operations • Coordinate search and rescue operations • Manage the registration of evacuees and associated inquiries in conjunction with the Australian Red Cross • Crowd management and public safety • Provide security for damaged or evacuated premises • Respond to and investigate traffic, rail and air incidents • Advice to the Somerset Region LDMG, and assistance through the local group as required during disaster operations
<p>Australian Defence Force</p>	<ul style="list-style-type: none"> • Defence aid to the civil community (when requested through formal channels)
<p>Australian Red Cross</p>	<ul style="list-style-type: none"> • Provide representation at LDMG meetings during activation • At request from the LDMG activate staff to operate and manage evacuation centres • Operate the National Registration Inquiry System on behalf of Queensland Police Service

	<ul style="list-style-type: none"> • Provide information, Personal Support Services and Referral Services to evacuees • Work with the LDMG on the timing and closure of Evacuation Centres • Advice to the LDMG, and assistance through the local group as required during disaster operations
Bureau of Meteorology	<ul style="list-style-type: none"> • Supply of meteorological information and warnings • Advice to the LDMG, and assistance through the local group as required during disaster operations
Department of Communities, Disability Services and Seniors (DCSSS)	<ul style="list-style-type: none"> • Coordination of community recovery effort across government and non-government agencies • Chair for the multi-agency District Community Recovery Committee • Development and annual review of District Community Recovery Plan • Establishment and management of Community Recovery Centres and Coordination Centres • Distribution of financial assistance to eligible individuals and families affected by a natural disaster • Establishment of outreach service teams to visit households and determine their recovery needs • Advice to the LDMG, and assistance through the local group as required during disaster operations
Department of Transport and Main Roads	<ul style="list-style-type: none"> • Advice on location and suitability of heavy earthmoving vehicles • Advice on vehicle detour routes • Advice to the LDMG, and assistance through the local group as required during disaster operations
Energex	<ul style="list-style-type: none"> • Maintenance of electrical power supply • Advice in relation to electrical power • Restoration of power • Safety advice for consumers • Advice to the LDMG, and assistance through the local group as required during disaster operations
Qld Health	<ul style="list-style-type: none"> • Coordination of medical resources including medical personnel • Public health advice and warnings to participating agencies and the community • Psychological and counselling services for disaster affected persons • On going medical and health services required during the recovery period to preserve the general health of the community • Advice to the LDMG, and assistance through the local group as required during disaster operations
Qld Urban Utilities	<ul style="list-style-type: none"> • Maintain water and sewerage services within the local government community • Maintenance of water and sewerage supplies within the local government community • Advice to the LDMG, and assistance through the local group as required during disaster operations
SEQWater	<ul style="list-style-type: none"> • Undertake emergency response at Wivenhoe and Somerset Dams • Determine the area of potential impact from the dam safety emergency • Provide the relevant disaster response agencies with timely notification of impending and actual emergencies, including details of the emergency and estimates of potential impacts downstream of the dam.
State Emergency Service (SES)	<ul style="list-style-type: none"> • Assistance to community preparation for, response to and recovery from an event or disaster • Public education • Rescue of standard persons • Search operations for missing person • Emergency repair and protection of damaged or vulnerable buildings • Assistance with debris clearance

	<ul style="list-style-type: none">• First aid support• Traffic control support• Assistance with communications• Assistance with lighting• Advice to the LDMG, and assistance through the local group as required during disaster operations
Telstra	<ul style="list-style-type: none">• Restoration of telecommunication services• Provision of communication facilities• Advice to the LDMG, and assistance through the local group as required during disaster operations

Somerset Regional Council

The Council Corporate Plan 2016 - 2021, states under the section on WELL PLANNED SOMERSET, that Council will:

- Provide an efficient and effective response to disasters and major emergencies in the region to mitigate their effects.
- Develop flood mitigation plans to enable improved forecasting, immunity and development control.

Council's Operational Plan contains outputs, activities required and performance measures for disaster management, risk management and community awareness that relate to community well-being, through preparedness for natural and non-natural disasters.

Somerset Regional Council does recognise its corporate obligation to disaster management as outlined in the sections, Well Planned Somerset (items 68,69,70,71 and 73) and United Somerset (items 75, 76 and 77).

Disaster Management is an integral part of Council's core business and is integrated into Council's financial and strategic planning cycles.

Support to the Disaster Management System by Council

Council provides staffing and resources to develop and support an effective system of Disaster Management for the Somerset region.

The following Officers are considered to be the secretariat for the LDMG;

- Manager Operations - Local Disaster Coordinator
- Disaster Management Officer
- Quality Assurance Officer / SES Controller

The Officers identified above maintain watch for events or situations which may have the potential to be a threat to the region and are a key point of contact between the region's disaster management agencies.

The secretariat also provides day to day support to the Group through provision of strategic disaster management policy advice, meeting coordination and reporting requirements (e.g. reports, minutes, contact lists).

Council Emergency Response

To ensure that the Council is able to meet its requirements to have a response capability, under s 80(2) of the DM Act, the Works Manager conducts regular informal weekly meetings with Council Supervisors to coordinate activities and to build organisation capacity and capability.

Immediately prior to and during events, these meetings may be conducted more frequently, when deemed necessary, to provide a coordinated whole of Council response to emergency situations and events.

Queensland Fire and Emergency Services

The Queensland Fire and Emergency Services is the lead agency with regard to fire control and prevention in the Somerset region through its urban (auxiliary) and rural divisions. It also has a key role to play in the rescue of trapped persons and assistance in the pump out of flood affected buildings and the management of hazardous material situations.

QFES provides expert advice to the LDMG. It also provides assistance to, and on occasion requests assistance from the LDMG.

The Rural Fire Brigades in the Somerset region have accepted the role of emergency communications between isolated communities and the Somerset Disaster Management system.

In the event that residents are unable to contact the emergency services through normal channels during an event, they shall try to contact their local rural fire brigade, who will contact the LDMG through their communications network

Queensland Fire and Emergency Services (Disaster Management)

The Queensland Fire and Emergency Services is responsible for Queensland's disaster management arrangements. QFES through its Emergency Management Coordinators, Southeastern Region provides support and assistance to the LDMG.

Queensland Fire and Emergency Services (SES) QFES is responsible for the management of the State Emergency Service in Queensland. QFES and Council provide resourcing support to the State Emergency Service in the Somerset region with SES Units and Groups located across the Region.

Queensland Police Service

The Queensland Police Service (QPS) is responsible for the preservation of peace and good order on the Somerset region. It is charged with the prevention and investigation of crime, security of any site as a possible crime scene, traffic and crowd management, coordination of search and rescue and control and coordination of evacuations.

In the Somerset region the QPS provides the Ipswich District Disaster Management Group with the District Disaster Coordinator, the Deputy District Disaster Coordinator and Executive Officer to the DDC.

QPS Officers in all situations aid with the coordination of response operations. The QPS provides expert advice to the LDMG. It also provides assistance to, and on occasion requests assistance from the LDMG

Department of Communities, Disability Services and Seniors (DCDSS)

The DCDSS is responsible for coordinating the recovery effort across government and non-government agencies. It will establish and manage Community Recovery Centres and distribute financial assistance to eligible individuals and families affected by natural disasters.

DCDSS provides expert advice to the LDMG. It also provides assistance to, and on occasion requests assistance from the LDMG.

1.15 Roles and Responsibilities of Members

Refer to *Section 1.6* of this plan for the description of the Roles and Responsibilities of members of the LDMG.

Refer to *Annex 01* of this plan for contact details of Somerset Disaster Management officers and agencies.

Somerset LDMG Action Plan

The action plan *Annex 12* (Somerset Local Disaster Management Group Action Plan), outlines actions required by the Group on an annual basis or to approve and/or improve this LDMP

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Section 2 – Disaster Risk Management

2.1 Community Context

Geography

The area administered by Somerset Regional Council (SRC) covers 5379 sq km; its administrative centre is located at Esk approximately 60 km north west of Ipswich. The Council area is surrounded by the local government areas of Gympie Regional Council to the north, Sunshine Coast and Moreton Bay Regional Councils and Brisbane City to the east, Ipswich City Council and Lockyer Valley Regional Council to the south, and Regional Councils of Toowoomba and South Burnett to the west. The area contains the major part of the Brisbane and Stanley Rivers watershed.

The northern, eastern and western boundaries are formed in the main by several mountain ranges including Brisbane, D'Aguilar and Blackbutt Ranges and several smaller ranges. The Brisbane and Stanley Rivers and their numerous tributaries flow from these areas.

At Somerset Dam, about midway along the eastern boundary, the Stanley River flows into the Brisbane River just downstream from the Dam. This river junction is the upstream limit of Lake Wivenhoe. Somerset Dam holds 380,000 ML at full capacity and covers an area of 4210 hectares. Wivenhoe Dam, at full supply level, holds 1,165,240 ML, and covers an area of 10,820 hectares, with a shoreline of around 400 kilometres.

Lockyer Creek, flows into the area from the Lockyer Valley and joins the Brisbane River just downstream from Wivenhoe Dam. The southern end of the Council's area generally consists of creek and river flats supporting small crop farming and is the area most likely to be subjected to flooding of any significance.

The majority of other usable land in the Council area lies amongst low hilly country used for grazing with small areas under afforestation.

The Brisbane Valley Highway from Ipswich and Brisbane enters the area at its southeast corner and runs the full length of the Council area in a north, north-westerly direction, intersecting with the D'Aguilar Highway west of Kilcoy. The Warrego Highway forms the southern extremity of the Council's area for a short distance as it crosses the Minden Range.

A map of the Council area is shown in ***Annex 03 – Region Map***

Climate and Weather

The climate of the area is characterised by high variability in rainfall and temperature with the summer rainfalls occurring between October and March producing approximately 70-75% of the annual precipitation. The heaviest rainfalls generally occur in January and February. Cyclones can affect the area in the form of heavy rain depressions, generally between January and March; this is also the time for well developed troughs to occur. Between November and February, the area experiences many thunderstorms resulting in the region being classed as having the highest number of storms in the State.

The average annual rainfall varies between 650 mm and 850 mm. Daytime temperatures are in the 20 – 30 degree range for most of the year, although short periods of heat wave conditions

can be experienced. Occasional frosts occur in mid-winter.

Population

*Data provided by the 2011 census

Summary



People	21,639
Male	10,926
Female	10,713
Median age	41



Families	6,036
Average children per family	1.9



All private dwellings	9,502
Average people per household	2.6
Median weekly household income	\$928
Median monthly mortgage repayments	\$1,500
Median weekly rent	\$240
Average motor vehicles per dwelling	2

	<i>Males</i>	<i>Females</i>	<i>Persons</i>
Total persons	10,926	10,713	21,639
Age groups:			
0-4 years	766	684	1,450
5-14 years	1,642	1,484	3,126
15-19 years	707	679	1,386
20-24 years	432	452	884
25-34 years	1,004	1,073	2,077
35-44 years	1,383	1,487	2,870
45-54 years	1,573	1,632	3,205
55-64 years	1,645	1,579	3,224
65-74 years	1,212	1,052	2,264
75-84 years	449	426	875
85 years and over	113	165	278
Indigenous persons:			
Aboriginal	284	273	557
Torres Strait Islander	14	19	33
Both Aboriginal and Torres Strait Islander(a)	10	12	22
Birthplace:			
Australia	9,046	8,887	17,933
Elsewhere	1,295	1,314	2,609
Language spoken at home:			
English only	10,071	9,938	20,009
Other language	356	373	729
Australian citizen	9,793	9,711	19,504

Vulnerable People

When considering vulnerable populations within the Somerset region, the LDMG need to identify community members with specific needs. In consultation with appropriate stakeholders that may require special consideration, such as:

- those reliant on mechanical life-support systems
- those reliant on home oxygen
- people from Non-English speaking Backgrounds
- those with health support needs
- aged population
- people in residential care
- people with disabilities
- varying cultural and language backgrounds
- transient populations.
- Other population groups without support, dependent upon the nature of the event.

The LDMG has as members the following organisations that can assist in compiling a list at short notice of those that can be considered as vulnerable:

- Energex (critical supply locations)
- DCDSS
- Queensland Health

Community Capacity

The community is well supported by agencies, organisations, service and sporting clubs as well as a myriad of special interest and hobby groups.

Somerset Regional Council, which employs approximately 190 staff, including:

- One disaster management officer
- One SES controller

The following emergency services have stations located within the region:

- Qld Ambulance Service
- Qld Fire and Emergency Services
- Qld Police Service

Emergency services volunteers, including:

- Rural Fire Service brigades (22 brigades throughout the region)
- State Emergency Service (4 groups throughout the region)

Industry

The Region's wealth is based on primary production and timber and secondary industries, which service the primary industries. In broad terms, the southern/central areas of the Region are agricultural land and the northern/western areas are cattle grazing & timber country, the south-eastern area is forestry/national parks. Dotted throughout the area are numerous rural residential subdivisions.

Land use:

Dominated by agricultural land uses – dry-land grazing of cattle, horse studs, deer farming, cereal and grain crops, horticulture, citrus and forestry.

Light Industry:

Support industry for cattle, horses and agriculture. Kilcoy Pastoral Company Abattoir; Saw mills

Tourism:

Tourist coaches, caravans and private vehicles traverse the whole of Region. Main attractions are Wivenhoe and Somerset Dams with associated water sports and camping areas. Several private undertakings such as historic buildings, deer farming and skydiving are located in the area. Educational and other centres of attraction are: Boys Brigade Glengary Education Centre; Camp Duckadang; Mountain Lake Adventures; Caboonbah Homestead; Camp Somerset; motor sports in Jimna area; Stanley River Environmental Centre;

Public Buildings, Open Spaces, and Events

Public buildings:

Council administration located in Esk, Lowood and Kilcoy,

Churches – 20

Public open space:

Numerous parks and gardens

Schools:

Pre- School/Child Care –Coominya, Esk Kindergarten, Esk Little Deers, Esk pre school Fernvale Fun Factory, Fernvale preschool, Lowood pre-school/kindergarten, Tarampa Aftercare, Toogoolawah Kindergarten, Toogoolawah Tiny Terrors, Toogoolawah Playgroup, Country Kids, Kilcoy Kindergarten

Primary – Claredon, Coominya, Esk, Fernvale, Harlin, Linville, Lowood, Minden, Moore, Mt Tarampa, Toogoolawah, Kilcoy, Mt Kilcoy.

High – Lowood, Toogoolawah, Kilcoy

Community events:

Esk & Kilcoy Show, Esk Picnic Races, plus others

Sporting and Recreational Grounds:

Numerous throughout the Region including showgrounds at Esk, Lowood, Toogoolawah and Kilcoy, Race tracks Esk and Kilcoy.

Critical Infrastructure

Emergency Services:

Police stations - Esk, Lowood, Moore, Toogoolawah and Kilcoy.

Volunteer (Auxiliary) Urban Fire Brigades - Esk, Lowood, Toogoolawah and Kilcoy

Rural Fire Brigades (22) –

Ipswich District - Biarra Rural, Bryden Rural, Coominya Rural, Crossdale Rural, Fernvale Rural, Harlin Rural, Minden Rural, Moore Linville Rural, Mount Brisbane Rural, Mount Hallen Rural, Mount Stanley Rural, Murrumba Rural, Prenzlau Rural, Redbank Creek Rural, Sandy Creek Rural, Toogoolawah Rural, Wivenhoe Pocket Rural

Caboolture District - Hazeldean Rural, Monsildale Rural, Mount Kilcoy Sandy Creek Rural, Ten Mile Rural, Villeneuve Neurum Rural

Ambulance stations - Lowood, Toogoolawah, Kilcoy.

SES - Esk, Toogoolawah, Lowood, Kilcoy.

Medical:

Public hospital Esk 22 bed; Kilcoy 30 bed;

Private medical, dental, chiropractic, pharmacy and physiotherapy services at Esk, Lowood, Toogoolawah, Kilcoy

Essential services

Water supply:

Reticulated supply at Fernvale, Lowood, Esk, Toogoolawah and Kilcoy,

Sewerage:

Reticulation and treatment at Fernvale, Lowood, Esk, Toogoolawah and Kilcoy, elsewhere septic tanks.

Power:

High and low voltage (275 000, 220 000, 132 000 volts power transmission lines from Tarong and Splityard Creek power stations to Swanbank power station and Redbank substation traverse the Region. 33 000 volts and SWER lines service the Region; Power outages are rare on the high voltage transmission lines. The low voltage lines can out of service for up to 24 hrs depending upon the location and nature of the damage.

Telecommunications:

- National and commercial radio reception.
- Reasonable mobile phone reception.
- Council and Emergency Services 2-way radio transmission towers are located at Mt Brisbane, Jimna, Power is via battery with trickle charge from solar cells. Physical access whilst available is subject to landowner permission.
- Internet, including Social media and other associated platforms

Television:

Free-to-air available in the region.

Radio Stations

Brisbane Valley 95.5FM; 612 ABC; River FM 94.9

Airfields:

Ramblers Drop Zone at Toogoolawah.

Watts Bridge Memorial Airfield at Lower Cressbrook.
Kennedys Road, Kilcoy

Roads:

- Brisbane Valley Highway – Warrego Highway (Blacksoil) to D’Aguilar Highway (near Harlin);
- D’Aguilar Highway – Bruce Highway to Burnett Highway at Yarraman;
- Warrego Highway – at Minden Range
- Extensive Regional and Main Road networks.

Transport:

Coaches – TRANSLink Ipswich -Toogoolawah, Coast and Country, Minden Bus Service, Christensen’s Coaches.

Specialist vehicles - Esk, Lowood, Toogoolawah, Kilcoy Taxis, Blue Care.

Hazardous Sites

- Fuel Stations;
- Swimming Pool complex;
- Bulk LPG gas suppliers;
- Rural Farm supply outlets;
- Radio Active Waste Storage Site;
- Refer to Council’s hazardous sites register for more detailed information

2.2 Hazards / Threats

The main direct threats to the Somerset Regional Council have been identified as:

- Fire (urban and rural);
- Flood including dam failure flood;
- Severe Storm, Cyclone, East Coast Low;
- Major Transport Accident (road and air);
- Heatwave;
- Animal/Plant Disease;
- Hazardous Material Accident;
- Epidemic;
- Landslip;
- Earthquake;
- Terrorism

The Region is also likely to be indirectly impacted by hazards / threats occurring in neighbouring local government areas, such as:

- animal/plant disease carried through or into the area by transports; and
- failure of critical infrastructure such as power and communications.

2.3 Explanation of Hazard / Threats

FIRE (RURAL) –Weather and vegetation conditions play a large role in the potential for a fire. The whole of the Region is vulnerable with approximately 60% of the area rated by the Rural Fire Authority risk mapping as having a moderate fire risk.

The bushfire season for South East Queensland typically extends from mid to late winter through to early summer. The greatest danger from bushfire generally occurs in the period towards the end of winter when abundant growth of grass and other fuel from good seasons is followed by a winter of low rainfall and lengthy periods of dry westerly winds.

See *Annex 04 Risk Maps – Landslide/Bushfire/Earthquake/Flood* for bushfire risk map.

FLOOD – While flooding is neither a regular nor frequent occurrence, some areas may be affected following periods of significant rainfall. Residents may require resupply of stores, transport for medical reasons, or other forms of assistance during periods of isolation.

Riverine flooding downstream from Wivenhoe Dam may occur as a result of the release of water into the Brisbane River from Wivenhoe Dam. Release may occur in order to maintain the integrity of the dam and/or maintain a flood mitigation capacity. Releases are usually controlled such that road bridges are not inundated.

Riverine flooding below Wivenhoe Dam may also occur from flooding in Lockyer Creek which joins the Brisbane River below the Dam.

Riverine flooding may also occur in and around the townships of Esk and Toogoolawah due to high flows in Redbank and Cresswood creeks respectively.

See Threat Specific Operational Plan 2.02 Flood/Storm

Dam Break Flood – The five (5) major structures within the Region are Wivenhoe, Somerset, Atkinson, Cressbrook and Perseverance Dams. If major rainfall occurs in the catchment areas and the release of water is unable to keep pace with the inflow, or if a “sunny day failure” occurs, significant to major flooding of down-stream populated areas may result.

Dam break flooding (Wivenhoe Dam) would be catastrophic for areas below the dam such as Lowood and Fernvale and the surrounding floodplain.

Dam break flood originating from Somerset Dam will impact farming communities downstream of the dam and also the Wivenhoe Dam

Dam break and/or flooding originating from Perseverance Dam and/or Cressbrook would affect areas down stream on Cresswood Creek and the town of Toogoolawah.

Dam break and/or flooding originating from Atkinson Dam would affect downstream areas on Buaraba and Lockyer Creeks and the Brisbane River

See *Annex 07 - Emergency Action Plans for dam break plans*

STORM – Storms cover a variety of terminology including Cyclone, East Coast Lows, tornadoes, severe thunderstorms, etc.

Severe wind/rain and hail storms do occur, particularly between October and March. Cyclones, typically from November to March, are not a major problem. However, slight to severe structural damage may result if and when one occurs. Cyclones may also result in severe flooding. East Coast lows, from May to August are the winter equivalent to cyclones and can result in the similar impact.

The area can be subjected to severe summer storms that are not tropical cyclone related but have a similar impact with high winds, intense rainfall, lightning and hail which cause structural damage, flooding, disruption to infrastructure and in some cases death.

Approximately 60% of homes in the area were built prior to the introduction of wind codes in the building industry and may therefore be more susceptible to wind damage.

MAJOR TRANSPORT ACCIDENT – ROAD – The road system within the Region carries a myriad of transport, made up of heavy transport carrying hazardous materials and cattle, tourist coaches, school buses and typical cars. These roads consist of two (3) main highways, numerous bitumen sealed gravel roads. A major vehicular accident may exceed the capabilities of the emergency services, depending on the complexity of the incident.

MAJOR TRANSPORT ACCIDENT – AIR – Flight paths of civil passenger aircraft approaching and departing Brisbane International Airport and defence aircraft approaching and departing Amberley Air Force Base pass over various portions of the Region daily. The effect of aircraft impacting within the Region has the potential to extend emergency services beyond their capacity. Flying activities from the Ramblers Drop Zone near Toogoolawah and the Watts Bridge Memorial Airfield at Lower Cressbrook pose a similar but more minor threat.

HEATWAVE – Heatwaves are probably the most under-rated weather hazard in Australia, essentially because they are viewed as a 'passive' hazard in contrast to the more widely studied catastrophic hazards such as tropical cyclones and earthquakes. According to Coates (1996), heatwaves kill more people than any other natural hazard experienced in Australia.

The impact of heatwaves extends further than just mortality rates. High temperatures are linked to increased hospital admissions relating to heat stress, dehydration, or as a result of heat exacerbating existing conditions.

ANIMAL and PLANT DISEASE – There is always a possibility that an animal/plant disease may be introduced into the Region with illegally imported animals and animal products or via the movement of infected stock.

The most recent international threat was Avian Influenza in 2009, and an Australian outbreak of Equine Influenza in 2007.

HAZARDOUS MATERIAL ACCIDENT – There is a potential for a disaster/emergency through the storage, transport and discharge of toxic, flammable substances, gases and infectious substances (e.g. Biological samples). The greatest danger to the general public from these materials usually occurs during their transportation. Transport of hazardous material by road has the potential to result in an accident involving the general travelling public, school buses and tourist coaches.

Hazardous material such as liquid petroleum gas, natural gas, chlorine, sodium cyanide (solid and liquid), sodium hydroxide, sodium hypochlorite, hydrochloric acid, sulphuric acid and anhydrous ammonia are common on the roads system throughout the Region.

The Radio Active Waste Storage facility on the Hampton-Esk Road, within the region, poses a low risk.

EPIDEMIC and/or Pandemic– The outbreak of an infectious disease in the populace areas of the Region is a possibility and could cause the health system to be taxed beyond its capacity

therefore requiring assistance in quarantining and isolating numbers of people for protracted periods.

Epidemics of communicable diseases are of low probability. However, the following hierarchy indicates broad probabilities:

- diseases commonly found in the general population: meningitis, food-borne illness, influenza, water-borne diseases;
- setting – potential disease outbreak locations – childcare centres, schools, aged care facilities, event-specific, prisons, marginalised groups such as IV drug users, animal farms (chicken, cattle);
- emerging infectious diseases – Bird-flu, SARS, Leptospirosis, Lyssa Virus, Q Fever;
- Biological assault – terrorist threat, biological weapons.

LANDSLIP – A disaster of this type which causes damage to property, essential services and perhaps loss of life could occur. Landslips may occur on the steep slopes of the ranges and could be rain induced. 12% of the land in the Region has slopes in excess of 15% Council and Department of Transport and Main Roads records show a landslip on the Forrest Hill - Fernvale Road near Lowood and in the extensive cutting on the Kilcoy - Jimna Road.

Small sections of the residential area of Kilcoy and Villeneuve contain land that may be steeper than 15%; however, there is no evidence of natural landslides in these areas.

The greatest risk of landslide in these developed areas is a ‘man’ induced landslide through the construction of non-engineered cut and fill house pads.

See *Annex 04 Risk Maps* – Landslide/Bushfire/Earthquake/Flood for slope risk map.

EARTHQUAKE – A disaster of this type which causes damage to property, essential services and perhaps loss of life could occur without warning and may stretch the resources of Council and require outside assistance.

The effects of several earthquakes have been experienced within the region with their epicentres located at distances ranging up to about 400km from the Esk and Kilcoy.

See *Annex 04 Risk Maps* – Landslide/Bushfire/Earthquake/Flood for earthquake risk map.

TERRORIST ACT – It is possible that a terrorist act may occur in the Somerset Regional Council area. It is possible that an event in a neighbouring local government area could indirectly affect Somerset Regional Council, e.g. an attack of the State power grid or major water storages in the area.

2.4 Risk Studies

Natural and non-natural Disaster Risk Management Studies have been undertaken by the previous Esk and Kilcoy Shire Councils. The studies provide information on risks within the Somerset region.

A significant element of the process was the consideration of how a reduction in disaster risk can protect the community against loss of infrastructure, damage to the natural environment, compromised standard of living and economic failures brought about by disasters.

Studies and relevant reports undertaken by the previous Councils include:

- Esk Shire Natural Disaster Risk Management Study, Farr Evrat Engineers Pty Ltd, 2003;
- Kilcoy Shire Council Natural Disaster Risk Management Study, KTG Engineering, 2003
- Somerset Regional Council Terrorism Risk Study, KTG Engineering, 2008

The LDMG is currently working with QFES with regards to adopting the Queensland Emergency Risk Management Framework (QERMF) with regards to identifying and mitigating against risk.

2.5 Risk Descriptors

Vulnerable Sector

The following are the sectors of Somerset region that are at risk and are identified in the risk management record:

- People;
- Economy;
- Environment;
- Infrastructure and Property

Potential Risk

The potential risk to the Somerset region people, economy, environment and infrastructure include:

- Possible injury and fatalities
- Loss or damage to infrastructure including private buildings
- Loss or damage to the environment or habitats
- Reduction in or loss of economic activity (including events and tourism).

Likelihood

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

- A - Almost certain ARI 1
- B - Likely ARI 10
- C - Possible ARI 50
- D - Unlikely ARI 100
- E - Rare ARI 500

Consequence

The following are the potential scenarios of a disaster on Somerset region

(1) 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.

- (2) 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.

- (3) Moderate Risk
 - Multiple fatalities.
 - Numerous injuries requiring hospitalisation.
 - Serious damage requiring some external assistance.
 - Community functioning with difficulty.
 - Severe impact on environment with long term effects.
 - Serious financial loss.

- (4) Major Risk
 - Significant 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.

- (5) 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.

Risk Level

The following risk levels are used in the risk management record:

Extreme:	Extreme risk; immediate action required
High:	High risk; senior management attention required
Moderate:	Medium risk; management responsibility must be specified
Low:	Low risk; manage by routine procedures

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LIKELIHOOD	CONSEQUENCE				
	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

Reference: Queensland Disaster Management Planning Guidelines

2.6 Risk Assessment

Any risk assessment carried out will be in accordance with the Australian/New Zealand AS/NZS ISO 31000:2009 - Risk Management Principles and guidelines.

2.7 Risk Management Record

NOTE: It is intended that during the life of this Plan the LDMG will undertake a more detailed risk assessment to further increase confidence that appropriate risk management strategies are being developed.

The following table is a summarised compilation of the material found in the two risk studies undertaken in the former local government areas. For full detail of the respective studies should be referred to.

Detail of proposed mitigation/treatment strategies are contained in *Annex 05 - Risk Treatment (Mitigation) Options*

Hazard	Vulnerable Sector	Potential Risk	Likelihood	Consequence	Level of Risk	Planning Priority
Bushfire	People Economy Environment Infrastructure	Infrastructure and property damaged, people injured and or fatalities, economy and environment damaged.	Likely	Moderate	High	1
Flood: Riverine-Slow onset	People Economy Environment Infrastructure	Infrastructure and property damaged, people injured and or fatalities, economy and environment damaged.,	Possible	Major	High	1
Flood: Creek – fast onset	People Environment Infrastructure	Property flooded, people disrupted and environment damaged.	Likely	Minor	Moderate	1
Severe Storm	People Economy Environment Infrastructure	Infrastructure and property damaged, people injured	Possible	Moderate	High	1

Heatwave	People Infrastructure	Possible people hospitalisation and fatalities	Possible	Moderate	Moderate	1
Flood: Riverine Flooding - Possible Maximum Flood	People Economy Environment Infrastructure	Infrastructure and property damaged, people injured and or fatalities, economy and environment damaged.	Rare	Catastrophic	High	2
Dam Failure	People Economy Environment Infrastructure	Infrastructure destroyed possible fatalities.	Rare	Catastrophic	High	2
Transport Accident Road (multiple fatalities)	People Economy Environment Infrastructure	Infrastructure and property damaged, people injured and or fatalities, economy and environment damaged, disruption to service.	Possible	Moderate	Moderate	2
Disease Pandemic	People Economy	Major numbers hospitalised and fatalities, economy reduced	Unlikely	Catastrophic	High	2
Emergency Animal/Plant Disease	People Economy Environment Infrastructure	Possible fatalities of people, animals. Economy and environment damaged.	Possible	Moderate	Moderate	2
Major Aircraft Accident	People Economy Environment Infrastructure	Infrastructure and property damaged, people injured and or fatalities, economy and environment damaged, disruption to service.	Unlikely	Moderate	Moderate	2
Hazardous Materials	People Environment	People may become ill, environmental damage.	Possible	Minor	Low	3

Infrastructure						
Landslip	People Environment Infrastructure	Infrastructure or property damaged or destroyed, people injured and or fatalities.	Possible	Insignificant	Low	3
Earthquake	People Economy Environment Infrastructure	Infrastructure or property damaged, people injured	Unlikely	Minor	Low	3
Terrorist	People Economy Environment Infrastructure	Infrastructure and property damaged, people injured or fatalities, economy damaged.	Unlikely	Major	High	3

2.8 Disaster Risk Treatment

Once risks in the region have been identified, analysed and evaluated, the LDMG can identify appropriate strategies to treat each risk. The LDMG should populate the Local Risk Register and develop a strategy in the form of a Local Risk Treatment Plan that identifies preferred treatment options, responsibilities and timeframes for implementation.

Examples of risk treatment are:

- Avoid the risk through changes to decision making
- Transfer the risk through the identification of ownership and associated responsibility
- Mitigate the risk through implementing strategies to decrease the impact of the risk, or
- Accept the risk through insurance or implementing business continuity management strategies.

Disaster Mitigation

Disaster mitigation is a risk treatment which outlines means taken in advance of, or after a disaster to decrease or eliminate its impact on communities, the economy, infrastructure and the environment. The implementation of appropriate and targeted mitigation initiatives can offer more sustainable cost savings to communities and government in the event of a disaster.

Mitigation efforts can reduce the consequences of events, even if they fall short of preventing an event from happening directly. Depending on the chosen strategies, initiatives should work towards reducing the financial and social costs to communities over time, improving the built environment, and reducing impact on, and damage to, the natural environment.

Examples of mitigation strategies may include:

- Design improvements to infrastructure or services
- Public awareness programs designed to prepare communities for events
- Resilience activities including partnership building and engagement between sectors: or
- Community education to promote an understanding of hazards, their behaviour and local response arrangements.

The development of mitigation strategies should flow from analysis of the LDMG Risk Register and there should also be a clear link to the member organisations which form a part of the LDMG to ensure that each risk and strategy are coordinated and managed by the most appropriate entity.

2.9 Review of Risk Management Record and Risk Treatment Strategies

The suggested risk treatment strategies contained in the Esk Natural Disaster Risk Management Study, Farr Evrat Engineers Pty Ltd, 2003; and the Kilcoy Region Natural Disaster Risk Management Study, KTG Engineering, 2003, are detailed in *Annex 05*

The Risk Management Record Section 2.6 and the strategies in *Annex 05* need to be reviewed at least annually and updated as a result of the occurrence of natural hazard events or significant changes in land tenure within the Region.

2.10 Risk Management and Town Planning Development

In approving development applications, the Council should ensure that the development is not adversely impacted upon by natural hazards and does not subject the future occupants, critical infrastructure or essential services to unacceptable levels of risk.

NOTE: Risk treatment strategies are a recognised form of preparation and prevention against the adverse impacts of natural hazards.

2.11 Residual Risk

Any risks that fall outside of Council capacity to effectively prepare for or respond to, will be assessed using council's existing arrangements through the Queensland Disaster Management Structure referred to in section 1.3 of this plan. Under this arrangement Council can seek assistance by performing a Council to Council (C2C) request for assistance (RFA).

Section 3 – Prevention

Prevention refers to the regulatory and physical measures taken to ensure that emergencies are prevented or their effects mitigated (*Emergency Management Australia, 2004*).

3.1 Introduction

Prevention measures may be both structural and non-structural and include engineering works, planning controls and land use planning, warning systems, regulations and most importantly, education.

The State Planning Policy (2017) mitigating the Adverse Impact of Flood, Bushfire and Landslide) sets out the state's interest in ensuring that the natural hazards of flood, bushfire and landslide are adequately considered when making decisions about development.

3.2 Legislation, Public Education and Information

Somerset Regional Council:

- Complies with legislation and applies the Building Codes and Building-Use Regulations.
- Utilises Emergency Risk Management strategies in accordance with AS/NZS AS 31000 to mitigate against all potential hazards to ensure the safety of the community
- Actively engages, collaborates and consults with all emergency agencies and other community stakeholders to remove or reduce the vulnerability of the community to the risks posed by all potential hazards
- Incorporates approved disaster management strategies and the recommendations from disaster management studies into Council's operational, planning and financial activities.
- Actively addresses the issue of public education and information via a number of mediums including newsletters, website, media etc. (together with ongoing community engagement).

3.3 Insurance

In a disaster there is significant impact on the whole community caused by under insured and non-insured properties.

It is considered that this is an issue for the insurance industry and the State Government with input from the LDMG through its members.

Through community awareness and education programs, the LDMG and the Council may encourage all homeowners in the Region to take out appropriate insurance cover as a risk reduction strategy.

3.4 Land Use Management Initiatives

Land use management initiatives have been introduced and implemented by Council in an effort to minimize the impact of disasters.

These initiatives include:

- Consideration of construction and maintenance of drainage/flood retention basins to reduce the impact of flooding, as a detailed design stage initiative.
- Town planning – land-use planning requirements for drainage, slope and bushfire. These provide guidance in the form of performance criteria and acceptable solutions for land development and are the first line initiatives in the disaster management mitigation process.
- Application of the State Planning Policy (2017), Mitigating the Adverse Impacts of Flood, Bushfire and Landslide
- Council will incorporate into its Town Planning Scheme any new measures as required by the State or any innovations introduced from time to time if appropriate.
- Council may also consider other requirements for drainage/flooding, slope and bushfire outside of the requirements of State Planning Policy (2017).

3.5 Hazard Reduction Programs

Each threat specific lead agency is responsible for implementing and maintaining an appropriate hazard reduction program. To assist agencies with implementing hazard reduction programs,

Council can provide geospatial mapping for use by agencies of the LDMG.

3.6 Climate Change

Queensland Government climate change summaries indicate south-east Queensland could face major challenges as a result of drier and warmer conditions along with increased storm rainfall intensities.

Section 4 – Preparedness

Effective disaster and emergency management and incident response activities begin with preparedness and awareness raising activities conducted on an ongoing basis, in advance of any potential incident. Preparedness activities include having “arrangements or plans to deal with a threat situation or a disaster that is the mobilisation of the disaster response structure and resources” EMA 2004.

4.1 Somerset Local Disaster Management Group Meetings

The ordinary meetings of the Somerset Local Disaster Management Group constitute a key ongoing preparedness activity. The building of a strong network of disaster and emergency management personnel through the meetings of the Local Group (and District Group) before disaster strikes will enhance the effectiveness of the management of the response during periods of disaster and recovery.

It is intended that the LDMG will meet four times each year and the meetings be timed to take into account higher risk periods. LDMG Sub Groups will meet at least twice each year.

4.2 Response Coordination for the Somerset region

Under Section 30 of the Disaster Management Act 2003, the LDMG is responsible for:

- Managing disaster operations in the area (Section 30(f))
- Identifying and coordinating the use of resources that may be used for such operations (Section 30(h))
- Establishing and reviewing communications systems in the group and with the District Disaster Group, for use during disaster events (Section 30(i))

Overall management of the coordinated response is the responsibility of the LDC, based on Section 13 (1) of the *Disaster Management Act 2003*, activation of the LDMG will be in response to a disaster event or threat that has caused, or is likely to cause, serious disruption in the community that requires a significant coordinated response to help the community recover from the event.

The authority to activate the LDMG is vested in the Chair and the LDC of the group, or delegates.

It is the responsibility of the Chair or delegate to inform the District Disaster Coordinator of the group’s activation to ensure a coordinated response by all tiers of the Queensland Disaster Management Arrangements.

This plan may also be activated at the request of the District Disaster Coordinator.

Local Disaster Coordination Centre

As the functional lead agency for disaster coordination Council:

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- Provides a primary Local Disaster Coordination Centre (LDCC) at the Council's Esk Library and Gallery. Alternate locations are available at Esk, Kilcoy and Fernvale. See Sub Plan 1.02 - LOCAL DISASTER COORDINATION CENTRE. Should all of these sites be unable to function the Local Disaster Coordinator in consultation with the LDMG shall identify an appropriate site for a coordination centre, following assessment of the potential or actual impacts of the particular event.
- Decides where the LDCC will be set up in times of an event and this may be based on the location and nature of the event.
- Maintains standard operating procedures for the centre on behalf of the LDMG.

Disaster Management Arrangements

Council develops and maintains:

- A Local Disaster Coordination Centre (LDCC)
- Standard Operating Procedures and processes for the activation of the Local Disaster Coordination Centre including authorisation for instigating the four levels of activation
- Staff training pursuant to their role
- An event communication strategy including roles, responsibilities, hardware (including backup systems) and procedures
- Functional plans to address operational requirements and processes required to potentially manage an event i.e. plans for evacuation, welfare, transport, health and recovery
- Threat specific plans to support the arrangements and operations of lead combatant agencies
- Cooperative and collaborative arrangements with other emergency response agencies e.g. police and/or QFES.

Each member of the LDMG whose agency is active during an event shall ensure that their agency establishes a capacity to command and coordinate their agency's resources and actions. Each agency shall provide all relevant contact details to the LDMG.

In the event of extended operations that are likely to continue over a number of days, the LDMG will implement a policy of daily meetings with group members for the purpose of overall coordination and to establish disaster response and recovery priorities for the region.

The Local Disaster Coordination Centre operates using a total systems approach in managing incidents through the application of the Australasian Inter-Service Incident Management System (AIIMS). This system allows for the escalation of response and coordination/management activities during an event.

4.3 Response Capability

Within the Somerset region there are designated lead agencies that are responsible for the initial response to an incident or event. It is their responsibility to plan for and coordinate the response to a particular emergency or event.

Refer to *Annex 11 - Roles and Responsibilities* for the description of agency Roles and Responsibilities, including designation of the lead agencies Roles and Responsibilities of members and agencies of the Local Group.

Each agency, particularly lead agencies identify in reports at meetings of the Local Group (or District Group) on the status of their preparedness, and the extent of their response capability. These reports are to also identify any gaps in the agency's capability.

Each LDMG (and District Group) member agency is responsible for taking actions to establish and sustain its own disaster response capability including providing equipment and a suitable number of trained persons using the resources available to that Agency to effectively deal with or help another entity deal with an emergency or a disaster situation within the Somerset region.

During periods of Alert or Standby, if additional resources are required by an agency to ensure preparedness then this is to be brought to the attention of the Local Disaster Coordinator, the LDMG or the DDC.

4.4 Community Awareness, Public Information and Warning Systems

Community Awareness

Section 30e of the Disaster Management Act 2003 requires the Local Disaster Management Group "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".

Individual members of the LDMG currently provide public education programs to improve community awareness of, and preparedness for a disaster through:

- Articles in local papers and council newsletters.
- Disaster and emergency awareness brochures displayed and available in Council Offices and Libraries.
- QFES advertising, presentations and website material.
- Lectures to various organisations e.g. by SES group leaders
- QFES Urban Fire and Bushfire Awareness Program.
- BOM Weather Warnings and website material.

The LDMG recognises that providing information on how to look after yourself, your family, your home, business and community in the event of a natural or a manmade disaster is an effective way to build community resilience and help communities recover in the aftermath of an event.

One of the key long-term objectives of the LDMG is to provide this information in a timely, coordinated and accessible fashion.

Through the life of this plan the LDMG in association with QFES, and its media, business and community partners will undertake to develop and promote resilience throughout the region by encouraging households and business to create emergency plans.

The aim of these plans will be to:

- Encourage people and businesses to prepare themselves, their properties and their clients for disasters such as flooding, severe storm and high wind events.
- Improve target audiences' safety awareness levels and safety behaviours during a disaster or emergency.
- Encourage people to be aware of, and care for their neighbours in the immediate aftermath of a disaster.

Public Information

This plan identifies that public information and warnings provided by the LDMG shall be provided mainly through broadcast media (Radio & TV). Other alerts or warnings such as those broadcast on the Internet, the use of SEWS (the Standard Emergency Warning System) or SMS messaging will be used to support and reinforce the warning messages provided through broadcast media. The Queensland Government and Somerset Council offices will also be used to support and emphasise the messages provided through broadcast media.

The Mayor of the Somerset Regional Council, the Officer in Charge of the Lead Agency, the DDC and the Local Disaster Coordinator shall be the key sources of information to the community regarding the status of the response to the emergency and any other associated threats or required community actions. The role of the LDMG Media Liaison Officer is to support these spokespersons and to ensure a coordinated and consistent message is broadcast to the community.

Council has established a disaster dashboard (disaster.somerset.qld.gov.au) where Public can go for information relating to an event. Facebook and Twitter are also utilised by Council and other agencies at these times.

Refer to Sub Plan 1.11 - PUBLIC INFORMATION AND WARNINGS.

Public Warning Systems

Disaster and emergency warnings need to be timely, consistent and succinct, so that people can take appropriate action. To ensure that disaster warnings are coordinated and timely the LDMG has developed a Public Information and Warnings Operational Plan. Refer to Sub Plan 1.11 - PUBLIC INFORMATION AND WARNINGS.

This plan recognises that individuals are likely to hear about a potential disaster situation from a variety of sources and most will seek to confirm that message before they take any action. Research indicates that if the emergency warning is not confirmed then it may be ignored. Therefore the frequency and

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timing of emergency warnings will be carefully considered. So long as the information is consistent, emergency warnings issued from two or more relevant agencies will help to confirm and reinforce the warning message.

The LDMG will use any appropriate form of communication to get messages to the community. This may include but not be limited to:

- Commercial radio and television
- Emergency Alert (SMS/Landline)
- Early Warning Network (Email/SMS/Landline)
- Facebook and Twitter
- Loud hailers and sirens
- Disaster Dashboard (disaster.somerset.qld.gov.au)

During the life of this Plan the Local Disaster Coordinator, LDMG Media Officer, lead agency and the DDC (or delegate) will work with broadcast media outlets to improve arrangements and systems for the provision of a consistent approach to the broadcast of emergency warnings to the public in the Somerset region.

4.5 Education and Training for Those Involved in Disaster and Emergency Management Work

The provision of and attendance at education and training for those involved in disaster and emergency management work is a key preparedness activity. Each member agency is responsible for ensuring that staff undertaking disaster and emergency management work have or plan to have received appropriate training for their roles.

Queensland Disaster Management Training Framework

QFES have been given the role of ensuring that all LDMG members/advisors are adequately trained to fulfil their role within the group. There are a number of mandatory courses that must be completed as part of the Queensland Disaster Management Training Framework (QDMTF).

Training and education is important in ensuring all agencies within Queensland’s disaster management arrangements can seamlessly integrate, cooperate and contribute to effective and coordinated disaster operations.



4.6 Exercises

Prior to participating in Disaster and Emergency Exercises it is preferred that participants have received training as outlined in Section 4.5 of this Plan. This is so that participants have a basic understanding of the policies and procedures that apply to working in a disaster management environment and that the learning's from the exercise can be maximised.

Each year one or more of the following exercises shall be held:

- An ICC exercise determined by the Lead Agency designed to test the Lead Agency's response coordination capability (b) A table top exercise, with the focus of the exercise to be determined by the District or LDMG
- A LDCC exercise with the focus of the exercise to be determined by the District or LDMG.
- A small scale exercise involving the testing of a single element of the capacity of the LDCC.
- A small scale exercise involving the testing of the Evacuation Centre Support Operational Plan
- A Somerset disaster management exercise.

The purpose of these exercises is to test the knowledge and ability of the agencies of the disaster management system to deliver a coordinated response to a potential disaster or emergency scenario.

4.7 Emergency Planning

Local Plans

The Somerset Local Disaster Management Group recognises the importance of planning for disaster situations, and actively promotes this amongst the region's disaster & emergency management agencies.

In preparing emergency plans, the LDMG will:

- utilise emergency risk management principles
- adopt a comprehensive, all-agencies approach to disaster management
- consider community preparedness
- consult extensively with lead and supporting agencies, and community stakeholders as appropriate.

The LDMG is responsible for maintaining this local disaster management plan. In maintaining this plan, the group expects that all member agencies will be actively involved in and contribute to the review process.

Lead Agency Sub-plans

The LDMG expects that lead agencies will prepare and maintain written emergency management plans to:

- control hazards for which they are responsible
- manage the delivery of disaster management functions for which they are responsible.

Community Emergency Plans

The LDMG intends to work with community groups, business groups, and others, to prepare emergency and business continuity plans.

The group's initial focus will be to work with organisations that care for vulnerable sectors of the community (e.g. aged care facilities) and tourism organisations to prepare emergency plans.

For further information visit:

Somerset Regional Council	www.somerset.qld.gov.au
Queensland Fire and Emergency Services	www.qfes.qld.gov.au , www.disaster.qld.gov.au
Red Cross	www.redcross.org.au
State Government	www.qld.gov.au
<ul style="list-style-type: none">• Department of Agriculture and Fisheries• Biosecurity Queensland• DCDSS	

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Section 5 – Response

5.1 Introduction

The principle purpose of an emergency response is the preservation of life, livelihoods and the environment.

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” (Emergency Management Australia Glossary, 2004).

This Plan provides the basis for the Somerset Local Disaster Management Group to coordinate the response to a disaster through various response agencies.

This Plan identifies that the Lead (Response) Agency is responsible for providing an immediate ongoing response and control for specific disaster or emergency threats.

The Disaster Management Act 2003 defines disaster operations as activities undertaken to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment (Section 15). The LDMG recognises that the response to a disaster event:

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

5.2 Response Capability

The Somerset region system has a well-developed response capability with access to people and resources through its member and other agencies. These resources include:

- Queensland Ambulance response and equipment resources
- QFES response and equipment resources
- Queensland Police Service response and equipment resources
- DCDSS provision of financial and community recovery resources
- Queensland Department of Transport and Main Roads provision of transportation and road network management resources.
- Queensland Health hospital and population health resources.
- State Emergency Service response and equipment resources.
- Somerset Regional Council response and equipment resources.
- Equipment and plant obtained through the Local Disaster Coordination Centre available from commercial and public-sector providers.

- Community support volunteers from agencies such as Australian Red Cross, Lifeline, St Vincent De Paul and commercial businesses.

Each response agency is responsible for ensuring the adequacy of their planning arrangements for response.

5.3 Coordination of Response

The coordination of the Somerset Disaster Management system operates on a tiered basis:

- Initial response
- Incident Coordination Centre
- Somerset Local Disaster Coordination Centre
- Ipswich District Disaster Coordination Centre
- State Disaster Coordination Centre

Initial Response

The majority of emergency incidents will be dealt with by the appropriate agency using its frontline response capabilities. It will be up to each responsible agency to determine the circumstance and triggers which require an escalated response.

Incident Coordination Centre (ICC)

The ICC is established by the Lead Agency responsible for the specific threat. The ICC has an immediate threat reduction and resolution role. The process for the activation and establishment of the ICC will be in accordance with that agency's Operational Plans.

Members of the Somerset Disaster Management Team may be requested to attend the Lead Agency's ICC as a Liaison Officer to provide support to the Lead Agency to provide an effective response. This request will be made by the Incident Controller to the Local Disaster Coordinator.

Somerset Local Disaster Coordination Centre

The Somerset Local Disaster Coordination Centre (LDCC) has responsibility for the overall coordination of disaster and emergency events. The LDCC has a strategic future focussed role with its primary concern being how the unfolding situation will potentially affect the Somerset community.

In fulfilling this role, the LDCC will support the ICC by pulling in resources and making them available for the response or pushing resources forward to the ICC staging point should the ICC require the resources at a future time.

The LDCC will be established in accordance with activation triggers contained in Sub Plan 1.02 - LOCAL DISASTER COORDINATION CENTRE. The LDC has the responsibility for activation and establishment the LDCC and for how it functions. The activation triggers include a request received by either the DDC or from a Lead Agency.

During the regional coordination of a disaster or emergency situation the LDC is to ensure that regular contact is maintained with the Ipswich District Disaster Coordinator, the Mayor of the Somerset Region, the Area Director QFES, QPS, the Lead Agency, and other response and support organisations.

District Disaster Coordination Centre

When the LDCC is not able to action requests for assistance from the ICC, the LDC will request assistance from the DDC, Ipswich District Disaster Management Group.

State Disaster Coordination Centre

When the DDC is not able to action requests for assistance from the LDCC, the DDC will request assistance from the Executive Officer, QDMC.

5.4 Activation and Authority to Activate

This Plan provides the basis for the Somerset Local Disaster Management Group to coordinate the response to a disaster through various response authorities.

The Authority to activate the Somerset Local Disaster Management Plan, the Somerset Local Disaster Management Group and Somerset Disaster Coordination Centre is delegated to the Local Disaster Coordinator through the adoption of this Plan by the Somerset Local Disaster Management Group and the Somerset Regional Council. Refer to Part (ii) Adoption of Plan.

The LDC is responsible for activation of the Group and this Plan. This activation may be in part or in full. An activation of the Somerset Local Disaster Management Plan may also trigger the activation of the LDCC in part or in full.

When time permits consultation with the LDMG Chair and Deputy Chair of the LDMG will be undertaken by the LDC prior to activation.

It is the responsibility of the LDC to notify the DDC, the CEO of Somerset Regional Council, the Chair of the LDMG, the QPS Inspector and Area Director QFES when the LDC considers that the conditions justify an activation of the Plan.

Activation procedures are contained in Sub Plan 1.01 - ACTIVATION OF LOCAL DISASTER MANAGEMENT GROUP.

Somerset Disaster Coordination Centre Activation

The LDCC provides a place from which the coordinated response and recovery for the region is carried out.

The functions of the LDCC during a disaster / emergency event are to coordinate:

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- Somerset region resources in support of agencies at the ICC involved in response and recovery operations;
- Additional resources allocated to the Somerset region through the Ipswich District Disaster Coordinator (DDC) and
- The collection, collation and dissemination of information from and to the Somerset Disaster Management System, DDC and the Somerset community.

The primary LDCC will be located at Esk Gallery/Library. The situation will be assessed by the LDC and in consultation with the Chair a decision will be made on which Council Office location is the most appropriate location for the Coordination Centre.

The level of activation will depend entirely upon the complexity, nature and extent of an event. The concept of activation of the LDMG and the LDCC is based on the levels of activation – Alert, Lean Forward, Stand Up, and Stand Down. Following any activation, the LDMG and the LDC will undertake a debrief as soon as practical upon Stand Down although this will not usually be any later than five (5) days post event.

Incidents, which cause only minor impact, may require the response of one or two Council resources to respond and may be regarded as normal operational activity. However, as the effects of an event escalate a greater number of response resources may be required, which in turn increases the need for increased control and coordination of response activities to ensure the effective management of response resources to an event.

Timely activation of the LDMG is critical for an effective response to an event. The LDMG will activate using an escalation model based on the following four levels:

Alert

A heightened level of vigilance due to the possibility of an event in the Somerset region. The situation will be monitored to assess any potential threat to the region.

Lean Forward

Operational state of readiness based on a heightened level of situational awareness of a disaster event (either current or impending). The Local Disaster Coordination Centre will be on standby; prepared but not activated.

Stand Up

Operational state whereby resources are mobilised, personnel are activated and operational activities commenced. The Local Disaster Coordination Centre will be activated.

Stand Down

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

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The table over page identifies activation triggers and actions. Activation and Operating Procedures are further detailed in Sub Plan 1.02 - LOCAL DISASTER COORDINATION CENTRE.

		ALERT	LEAN FORWARD	STAND UP	STAND DOWN
		Triggers	<ul style="list-style-type: none"> Awareness of a hazard that has the potential to significantly affect the local government area 	<ul style="list-style-type: none"> There is a likelihood that threat may effect local government area Threat is quantified but may not yet be imminent Need for public awareness LDMG is now to manage the event 	<ul style="list-style-type: none"> Threat is imminent or has occurred Community will be or has been impacted Need for coordination in LDCC Requests for support received by LDMG agencies or to the LDCC The response requires coordination
LDMG	Actions	<ul style="list-style-type: none"> Hazard and risks identified Information sharing with warning agency LDC contacts QFES Initial advice to all stakeholders 	<ul style="list-style-type: none"> QFES and LDC conduct analysis of predictions Chair and LDC on watching brief Confirm level and potential of threat Check all contact details Commence cost capturing Conduct meeting with available LDMG Council staff prepare for operations Determine trigger point to Stand Up Prepare LDCC for operations Establish regular communications with warning agency First briefing of LDMG members LDC advises DDC of lean forward and establishes regular contact Warning orders to response agencies Public information & warning initiated 	<ul style="list-style-type: none"> Meeting of LDMG- LDCC activated Rosters for LDCC planned and implemented Commence Operational plans Local Government shifts to disaster operations LDMG fully operational SOPs activated Commence SITREPs to DDMG Distribute contact details DDMG advised of potential requests for support 	<p>Final check for outstanding requests</p> <ul style="list-style-type: none"> Implement plan to transition to recovery Debrief of staff in LDCC Debrief with LDMG members Consolidate financial records Hand over to Recovery Coordinator for reporting Return to local government core business Final situation report sent to DDMG
	Communications	<ul style="list-style-type: none"> Chair and LDC on mobile remotely 	<ul style="list-style-type: none"> Chair, LDC and LDMG members on mobile and monitoring email remotely Ad hoc reporting 	<ul style="list-style-type: none"> LDCC contact through established landlines and generic email addresses Chair, LDC and LDMG members present at LDCC on established landlines and/or mobiles, monitoring emails 	<ul style="list-style-type: none"> LDMG members not involved in recovery operations resume standard business and after hours contact arrangements

5.5 Accessing Support

Incidents, events, emergencies and disasters of local or regional scope which can be managed using regional resources are to be coordinated & managed by the ICC and the LDCC.

Requests from the Lead Agency ICC to the LDCC

Upon the activation of the Lead Agency's ICC the Local Disaster Coordinator shall determine the requirement for the activation of the LDCC. If the LDCC is activated then the Local Disaster Coordinator will deploy a LDCC Liaison Officer to the ICC.

The Incident Controller at the ICC is to contact the LDCC when additional resources are required for the response, resources which are not available from the Lead or support agencies in attendance at the ICC for the response.

The ICC is able to make such requests through the LDCC Liaison Officer.

The LDCC is to be proactive in its planning for requests for additional resources for the region.

Requests to DDC for Support

When Somerset regional resources are exhausted overwhelmed or a specific technical resource or capability is not located within the region, the DDC is to be contacted so that resources external to the region can be made available, from the State Disaster Coordination Centre (SDCC).

The LDCC is to be proactive in its planning for requests for additional resources for the region. All requests to the DDC shall go through the Local Disaster Coordinator (or delegate). Request for Assistance Forms are held within the LDCC.

Support from External Agencies (Public and Private)

Support may be sourced from:

- Member agencies preferred suppliers as per the list of suppliers held by that agencies' Procurement Unit.
- All emergency service providers both Government and Non-Government agencies.
- Support is requested through the agency Liaison Officers or via the usual member agency procedures. Requests to the DDC are as described above.

Should support, as described above, be withdrawn for whatever reason, all agencies affected will receive advice from the LDCC.

Cross Boundary Arrangements

Somerset Local Disaster Management Plan

1 August 2018

Council is surrounded by the local government areas of Gympie Regional Council to the north, Somerset and Moreton Bay Regional Councils and Brisbane City to the east, Ipswich City Council and Lockyer Valley Regional Council to the south, and Regional Councils of Toowoomba and South Burnett to the west. ("Neighbouring Councils").

In the event that any of the neighbouring Councils request assistance from the Somerset Local Disaster Management Group, or in the event of the Somerset Local Disaster Management Group being in need of assistance from any of the neighbouring Councils, the Chair and/or the Local Disaster Coordinator of the Somerset Local Disaster Management Group will request assistance via the relevant Local Disaster Management Group.

If the Council seeking assistance is within a different Disaster District, the District Disaster Coordinator (DDC) will be requested to make contact with the neighbouring DDC.

Council can also utilise the LGAQ arrangements for Council to Council support (C2C)

5.6 Operational (Functional) Plans

The Operational Plans are applicable to all hazards and some or all of the Operational Plans would be implemented depending on a particular event. The following Operational Plans have been prepared for specific functions:

- **Activation of the Local Disaster Management Group (Sub Plan 1.01)** - sets out the process for the activation of the LDMG and Local Plan.
- **Local Disaster Coordination Centre (Sub Plan 1.02)** – standard operating procedures for activating, communications, staffing and management of the LDCC during an event.
- **Evacuation (Sub Plan 1.03)** - Sets out the process for evacuation, who makes the decision, how it is activated, who gives direction to evacuate and to which centre.
- **Evacuation Centre Management (Sub Plan 1.04)** - establishes the roles and responsibilities for the opening up, staffing, registering and in general, caring for evacuees.
- **Community Support (Sub Plan 1.05)** - The process for the provision of immediate and continuing care of disaster affected persons and the maintenance of health and wellbeing of the community.
- **Impact Assessment (Sub Plan 1.06)** - 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.
- **Medical Services (Sub Plan 1.07)** - provides details for medical support.
- **Transport (Sub Plan 1.08)** - 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.

- **Public Health (Sub Plan 1.09)** - sets out the responsibilities of the Public Health Officer in the event of a disaster and the support by Queensland Public Health.
- **Public Works and Engineering (Sub Plan 1.10)** - 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.
- **Public Information and Warnings (Sub Plan 1.11)** - 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 an event.
- **Rescue (Sub Plan 1.12)** - during a major event circumstances may require the rescue of people and the support rescue agencies and their activation procedure is identified in this plan.
- **Financial Management (Sub Plan 1.13)** - establishes the procedure for purchasing, procurement and the process for tracking agency costs for response to and recovery from a disaster.
- **Logistics (Sub Plan 1.14)** - 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.
- **Resupply (Sub Plan 1.15)** - establishes a resupply procedure that details the conduct of resupply for the community and for isolated rural properties.
- **Recovery (Sub Plan 1.16)** - establishes a recovery procedure that details the initial recovery process for the community.

5.7 Threat Specific Planning and All Hazards Arrangements

This Disaster Management Plan is based on the all-hazards, all agencies approach; which 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.

As each type of event will have its own special requirements, to aid response for extreme or high risk hazards some additional threat specific plans have been included in this disaster management plan and are:

- **Bushfire (Sub Plan 2.01)**
- **Flood, Dam Break and Severe Storm (Sub Plan 2.02)**

Annex 11 identifies the Lead and Support Agencies for the range of hazards and threats.

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

5.8 Initial Impact Assessment

The initial impact inspection and assessment, procedures are set out in Sub Plan 1.06 - Impact Assessment Operational Plan.

QFES Rapid Damage Assessment Teams should be considered for use to obtain fast initial assessment of the situation.

5.9 Acceptance of Operational and Threat Specific Plans

Lead and support agencies nominated in these plans shall assist in the development and review of these plans.

Agencies shall provide written advice to the LDMG accepting responsibility for the plan and endorsing the plan, and /or that they will support the lead/responsible agency/agencies as outlined in the plan.

5.10 Review and Renewal of Operational and Threat Specific Plans

In accordance with Section 1.13 of this plan, the LDMP (including these Operational and Threat Specific Plans) is to be reviewed annually and/or after each activation of the plan.

Members and Agencies to Review the Plans

All members of the LDMG shall be expected to be involved in reviewing the plan.

Specifically, in reviewing of operational and threat specific plans, lead/responsible agencies and support agencies and any other interested members shall be involved in the review process.

Where appropriate sub groups shall be set up by the LDMG to review the plans.

5.11 Financial Management

Council will assume responsibility for financial management for the activities of the LDMG during an incident. Normal procurement processes will be suspended during the event. The Finance and Logistics groups within the Incident Management team established in the Local Disaster Co-ordination Centre will take carriage of ensure that the financial and supply issues are managed appropriately during the event. This will also encompass re-supply requirements.

The LDC, in consultation with the LDMG Executive Team, is responsible for establishing and maintaining financial management procedures for the LDCC. Each support agency is responsible for providing their own financial services and support to its response operations relevant to their agency.

Each participating agency should 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 expeditious financial authorisation of support and relief staff, as may be required.

When an event occurs, each participating agency should 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 all expenditure (including personnel timesheets), in order to provide clear and reasonable accountability and justifications for future audit and potential reimbursement purposes.

5.12 Disaster financial assistance arrangements

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

State Disaster Relief Arrangements (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.

Natural Disaster Relief and Recovery Arrangements (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.

5.13 Post disaster review

The review of operational activities undertaken during a disaster is a key component in ensuring capability development and the continuous improvement of disaster management arrangements.

Post-disaster reviews are conducted to:

- Assess disaster operations undertaken for a given including actions, decisions or process
- Document those process that worked well and identify a course of action to ensure that they are captured and updated in relevant doctrine for use in the next operation
- Assess capability and consider where additional training, community education and/or exercises may enhance capability

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. Multiple hot debriefs during protracted operations may be appropriate to identify significant issues and provide prompt solutions for immediate implementation.
- **Post event debrief** - held days or weeks after an operation, when participants have had an opportunity to take a considered view of the effectiveness of the operation.

Recommendations resulting from reviews may include:

- QDMA or district level issues for referral and consideration by the DDMG.
- Issues for resolution by the LDMG, including mitigation strategies
- Advice for improvements to local disaster management arrangements

Any post-disaster review reports generated by the LDMG should also be forwarded to the relevant DDC for consideration.

This report may make recommendations or suggest treatment options to any of the three disaster management levels and/or agencies involved on how disaster management is delivered within the QDMA.

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Section 6 – Recovery

6.1 Recovery Principles

The purpose of providing recovery services is to assist the affected community towards management of its own recovery. It is recognised that where a community experiences a significant emergency or disaster there is a need to supplement the personal, family and community structures which have been disrupted. (Emergency Management Australia: Recovery – Manual 10)

Recovery is a remedial and developmental process encompassing the following activities:

- Regeneration of the emotional, social and physical well-being of individuals and communities.
- Reducing future exposure to hazards and their associated risks.
- Reducing the consequences of the disaster on a community.
- Taking opportunities to adapt to rebuild a better more resilient community.

Disaster recovery is most effective when:

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

6.2 Recovery Concepts

The major concepts involved in successful recovery 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 associated with Somerset recovery planning. It should be noted that Building and Transport have been included within the Infrastructure component of the plan. 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:

(1) Community Recovery – families and individuals.

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

(2) 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 we will communicate with the community.
- How we will integrate arrangements with other agencies.

(3) 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.

(4) Environmental Recovery – our natural surroundings.

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

6.4 Recovery Arrangements

The Recovery Arrangements address all of the above aspects of recovery from a disaster event and is set out in Sub Plan 1.16 - Recovery Operational Plan.