

Ipswich District Disaster Management Plan

Foreword

The Ipswich Disaster District is a dynamic and rapidly growing area of South East Queensland and despite its idyllic lifestyle, the local government areas that make up the Ipswich Disaster District are occasionally subjected to the impact of disasters.

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

The flooding events of December 2010 and January 2011 within the Ipswich Disaster District had an enormous impact on individuals, communities, business, infrastructure and the environment. It was necessary that a new District Disaster Management Plan be created to incorporate learning's from these events to ensure that we, as a Group, can continue to effectively deal with events that may arise.

This district disaster management plan, has been prepared by the Ipswich District Disaster Management Group under the authority of the *Disaster Management Act 2003*. It forms the basis and guidelines for the Prevention, Preparedness, Response and Recovery activities of the joint agencies within the Ipswich District Disaster, when responding to a disaster that has impacted or has the potential to seriously impact upon the district as a whole or an individual local government within the district.

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. It is written in accordance with the Strategic Policy Framework, the *Disaster Management Act 2003* and is reflective of Queensland's Disaster Management Arrangements across all levels of Government.



Chairperson
Ipswich District Disaster Management Group.

30 / 11 / 2011.

Endorsement

The preparation of this district disaster management plan has been undertaken in accordance with the *Disaster Management Act 2003 (DM Act)*, to provide for effective disaster management in the district.

The plan is endorsed for distribution by the District Disaster Management Group.



Acting Superintendent Keith McDonald
District Disaster Coordinator
Ipswich District Disaster Management Group

Date: 30/11/11

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Document Control

Amendment Control

This district plan is a controlled document. The controller of the document is Ipswich District Disaster Coordinator (DDC). Any proposed amendments to this plan should be forwarded in writing to:

***Ipswich District Disaster Coordinator
PO Box 382
Yamanto, Qld. 4305.***

The DDC may approve inconsequential amendments to this document. Any changes to the intent of the document must be endorsed by the District Disaster Management Group (DDMG).

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

Amendment Register

Amendment		Plan Updated	
No / Ref	Issue Date	Inserted by	Date

Distribution

This plan has been distributed in accordance with the distribution list at Annexure A.

The master copy of the plan will be maintained by the Executive Officer.

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

In accordance with S.56 of the Disaster Management Act a copy of the plan is available for inspection, free of charge, by members of the public on the Queensland Police website (www.police.qld.gov.au) or in hard copy at the Ipswich Police District Office, Yamanto by contacting the Executive Officer.

Definitions

Advisor	A person invited to participate in the business of the DDMG in an advisory capacity on an as-needed basis.
Chairperson	The person appointed by Governor in Council as the Chairperson of the DDMG.
Deputy Chairperson	The person appointed by Governor in Council as the Deputy Chairperson of the DDMG.
Disaster	A serious disruption to the 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 (s. 13, DM Act).
Disaster District	A defined area established to assist local governments with disaster management and operations
Disaster Management	Arrangements about managing the potential adverse effect of an event, including, for example, arrangements for mitigating, preventing, preparing for, responding to and recovering from a disaster (s. 14, DM Act).
Disaster management group	One of or a number of any of the following: the SDMG, DDMGs or LDMGs.
Disaster Management Strategic Policy Framework	A strategic tool which identifies principles that guide the development and implementation of policy and initiatives to achieve disaster management priorities.
Disaster operations	Activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, including, for example, activities to mitigate the adverse effects of the event (s. 15, DM Act).
District Disaster Management Group	The group established in accordance with s. 22 of the DM Act to provide coordinated State Government support and resources to LDMGs on behalf of local governments. The specific functions of the DDMG are outlined in s. 23 of the DM Act.
District Disaster Management Plan	A plan that documents planning and resource management to counter the effects of a disaster within the disaster district.
Event	(1) Any of the following: <ul style="list-style-type: none"> a. a cyclone, earthquake, flood, storm, storm tide, tornado, tsunami, volcanic eruption or other natural happening b. an explosion or fire, a chemical, fuel or oil spill, or a gas leak c. an infestation, plague or epidemic (<i>example of an epidemic – a prevalence of foot-and-mouth disease</i>) d. a failure of, or disruption to, an essential service or infrastructure e. an attack against the state f. another event similar to an event mentioned in (a) to (e). (2) An event may be natural or caused by human acts or omissions. (s. 16, DM Act).
Executive Officer DDMG	The person appointed by the Commissioner, Queensland Police Service as the XO of the DDMG.
Executive Team	The Chairperson, Deputy Chairperson and Executive Officer.
Extraordinary Meeting	A meeting convened by the Chairperson in response to an operational event both inside and outside the disaster district.

Local Disaster Management Group	The group established in accordance with s. 29 of the DM Act to support the disaster management and operational activities of local governments. The specific functions of the LDMG are outlined in s. 30 of the DM Act.
Local Disaster Management Plan	A plan that documents agreed arrangements that are in place to deal with disaster events within its area of responsibilities.
Member	A person officially appointed as a member of the DDMG. Members have voting rights to validate the business of the group.
Minister	Minister for Police, Corrective Services and Emergency Services.
Ordinary Meeting	A DDMG meeting which is scheduled and convened on a regular basis at an agreed time (set by the Chairperson) to discuss routine business of the group.
Queensland disaster management arrangements	Whole-of-Government arrangements to ensure the collaborative and effective coordination of planning, services, information and resources for comprehensive disaster management.
Quorum	The minimum number of DDMG members required to validate the business of the group.
State Disaster Management Plan	A planning tool for disaster managers which provides an overview of Queensland's all-hazards disaster management arrangements, including agency roles and responsibilities at each tier of the arrangements.
State Disaster Management Group	The group established in accordance with s. 17 of the DM Act who is responsible for disaster management and operational arrangements for the state of Queensland. The specific functions of the SDMG are outlined in s. 18 of the DM Act.

Abbreviations and Acronyms

DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DDMP	District Disaster Management Plan
DM Act	<i>Disaster Management Act 2003</i>
EMA	Emergency Management Australia
EMQ	Emergency Management Queensland
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
NGO	Non-Government Organisation
QDMA	Queensland Disaster Management Arrangements
SDCC	State Disaster Coordination Centre
SDCG	State Disaster Coordination Group
SDMG	State Disaster Management Group
SDMP	State Disaster Management Plan
SOP	Standard Operating Procedure
SPF	Queensland Disaster Management Strategic Policy Framework
XO	Executive Officer

Administration and Governance

Authority to Plan

This District Disaster Management Plan is prepared under the provisions of s 53 of the DM Act and in consideration of the provisions of S.4(a) and 4(b) of the Act.

Purpose

This plan details the arrangements within the Ipswich Disaster District to provide whole-of-government planning and coordination capability to support local governments in disaster management.

Objectives

The objective of the Ipswich District Disaster Management Plan is to facilitate the implementation of effective and efficient disaster management strategies and arrangements including:

- the development, review and assessment of effective disaster management for the district including arrangements for mitigating, preventing, preparing for, responding to and recovering from a disaster;
- compliance with the State Disaster Management Group's (SDMG) Strategic Policy Framework ; the State Disaster Management Plan; the District Disaster Management Guidelines; and any other Guidelines relevant to district level disaster management.
- the development, implementation and monitoring priorities for disaster management for the district.

Strategic Policy Framework

Disaster management and disaster operations in the Ipswich District are consistent with the State Disaster Management Group's (SDMG) Strategic Policy Framework for disaster management for the State. This is achieved by:

- ensuring a comprehensive, all hazards, all agencies approach by achieving the right balance of prevention, preparedness, response and recovery;
- supporting the mainstreaming of disaster preparedness and mitigation into relevant areas of activity of government, non-government, small business and corporations;
- aligning disaster risk reduction, disaster mitigation, disaster resilience and climate change adaptation policy and actions with international and national reforms;
- promoting a transparent, systematic and consistent approach to disaster risk assessment and management, based on the National Emergency Risk Assessment Guidelines and the Australian/New Zealand Standard AS/NZS ISO 31000:2009 Risk management – Principles and guidelines;
- recognising the commitment of stakeholders and the need for collaboration across all levels of government, community, industry, commerce, government owned corporations, private and volunteer organisations, and local communities in all aspects of disaster management;
- emphasising building and maintaining sincere relationships, trust, teamwork, consultative decision-making and shared responsibilities among stakeholders; and
- promoting community resilience and economic sustainability through disaster risk reduction.

Scope

This plan details the arrangements necessary to undertake disaster management within the Ipswich Disaster District. This includes the local government areas of:

- *Ipswich City Council*
- *Somerset Regional Council*

The below map indicates the boundaries of both LDMG's (in orange) and neighbouring LDMG areas.



Disaster Management Priorities

The impact of disaster events may require the implementation of support arrangements under this Plan. The overarching disaster management priority for the Ipswich DDMG is to provide coordination and support to LDMG's during disaster events.

The Ipswich Disaster District Annual Operational Plan (Annexure G) is utilised to outline, implement, manage and monitor the identified disaster management priorities within the District.

Review and Renew Plan

In accordance with S.55 of the Disaster Management Act, the District Disaster Management Plan is to be reviewed, or renewed, at least once per year.

Upon completion of this annual review, the District Disaster Coordinator is to report to the DDMG on any action taken.

Review of Local Disaster Management Arrangements

In accordance with S.23(d) of the Disaster Management Act, the Ipswich DDMG is to regularly review and assess the disaster management of the Local Disaster Management Groups within the Ipswich Disaster District. This will occur no later than 31 May of each year.

Review of disaster management of local groups will be undertaken by the Ipswich DDMG in consultation with the relevant LDMG's and Emergency Management Queensland.

This review is to include a review of the Local Disaster Management Plans.

District Disaster Management Group

Establishment

Established by virtue of s.22 of the DM Act, DDMG's provide whole of government planning and coordination capacity to support local governments in disaster operations and provide resource gap assistance to disaster affected communities, when requested by LDMG's. DDMG's are responsible to the SDMG for all aspects of the State Government's capabilities in disaster management for their District.

Membership

In accordance with s.24 of the DM Act membership of the DDMG should be divided between DDMG members and DDMG advisors.

DDMG's are led by the Chair, who is also the DDC, appointed by the Commissioner, Queensland Police Service (QPS).

The contact list for all members of the DDMG is held by the Executive Officer who has the responsibility to maintain.

The Ipswich DDMG is comprised of the following agencies –

	Agency
Members	<i>District Officer, Queensland Police Service DDC/Chairperson</i>
	<i>Queensland Police Service Executive Officer</i>
	<i>Queensland Ambulance Service</i>
	<i>Emergency Management Queensland</i>
	<i>Ipswich City Council</i>
	<i>Somerset Regional Council</i>
	<i>Department of Transport and Main Roads</i>
	<i>Queensland Fire & Rescue Service</i>
	<i>Department of Communities</i>
	<i>Queensland Environmental Health</i>
	<i>Queensland Health</i>
	<i>DEEDI</i>
	<i>Dept of Public Works - QBuild</i>
	<i>DERM</i>
<i>Department of Education & Training</i>	

	<i>Energex</i>
	<i>Australian Defence Force (Royal Australian Air Force)</i>
	<i>Telstra</i>
	<i>SEQ Water</i>
	<i>Queensland Rail</i>
	<i>Building Services Authority</i>
Advisors	<i>Powerlink</i>
	<i>Scenic Rim Regional Council</i>

Functional and Supporting Committees

Ipswich Disaster District Community Recovery Committee – Chaired by Department of Communities.

Roles and Responsibilities

Government Agencies and organisations have designated responsibilities which reflect their legislated and/or technical capability and authority with respect to hazards, functions and/or activities of disaster management.

The roles and responsibilities are identified in the State Disaster Management Plan. With respect to the roles and responsibilities within the Ipswich DDMG these are identified in Annexure E.

Meetings

In accordance with S39 of the Disaster Management Act the DDMG will meet at least once in every six months at times and places as decided by the Chairperson of the Group, or at times when asked, in writing, to do so by the chairperson of the State group or at least one-half plus one of the members of the District Group.

Reporting

Meetings of the DDMG will be held in accordance with the District Disaster Governance Guidelines.

In addition to general meeting requirements the Executive Officer is responsible for the following –

- post-activation reporting.

- annual reporting of the Group; by no later than 30 July of each year.
- general correspondence of the Group

Each DDMG Representative is responsible for supplying Agency Status reports at each DDMG meeting.

Operational Reporting and records management requirements, including situational reporting, is addressed in the Standard Operating Procedures of the District Disaster Coordination Centre.

Disaster Risk Management

Community Context

The Ipswich Disaster District comprises the boundaries of the Ipswich City Council and Somerset Regional Council.

Ipswich City is the major business centre within the Disaster District and is surrounded by smaller communities. There are many townships within Somerset Regional Council.

Consideration	Information relevant to Community Recovery						
Geography	<p>The area administered by Ipswich Disaster District covers an area of approximately Approx. 5705 km², consisting of the local government areas of Somerset Regional and Ipswich City.</p> <p>The area predominantly consists of river flats, rolling timber covered, hilly/mountain ranges. Natural vegetation types in the area are the most diverse in SEQ and includes rainforest, dry vine forest, soft-wood forest, open forest, woodland, heath land, wetlands, grasslands and valleys with hills with elevations up to approximately 300m.</p> <p>Ipswich City Council shares a boundary with Brisbane City to the north and north east, Logan City to the south-east, Scenic Rim Region to the south, Lockyer Valley region to the west and Somerset Region to the west and north</p> <p>Somerset Regional Council shares common boundaries with Ipswich & Brisbane City Councils, along with the Lockyer Valley, Toowoomba, South Burnett, Gympie, Sunshine Coast, and Moreton Bay Regional Councils.</p>						
Climate and weather	<p>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. Cyclone activity can affect the area in the form of heavy rain depressions, generally between January and March, and this is also the time for well developed troughs to occur. East Coast lows during the winter months can result in heavy rains. Between November and February the area experiences many thunderstorms resulting the region being classed as having one of the highest number of storms in the State.</p>						
Population	<p>According to the Australian Bureau Of Statistics, the population of the Ipswich disaster district is approximately 190,000 (as at 30th June 2010). This is broken down as follows:</p> <table data-bbox="727 1801 1109 1871"> <tr> <td>Ipswich CC</td> <td>-</td> <td>168,121</td> </tr> <tr> <td>Somerset RC</td> <td>-</td> <td>22,519</td> </tr> </table> <p><i>(Source: Australian Bureau of Statistics)</i></p>	Ipswich CC	-	168,121	Somerset RC	-	22,519
Ipswich CC	-	168,121					
Somerset RC	-	22,519					

	<p>The vulnerable age grouping 0-14 and 65+ represents approximately 30% of the total population.</p> <p>Major events such as Ipswich Cup, V8 Supercars, Winter National Drag Races, Amberley Air Show swell the population at various times.</p> <p>Grazing, dairy, beef, mixed crop farming, horticulture, fruit, vegetable and wine growing, coal mining, aquaculture and a mixture of heavy and light industry together with allied support industries are the main pursuits in the district.</p>
Community Preparedness	<p>Following the flooding events of 2010 and 2011 the Local Disaster Management Groups have generated flood studies designed to map the flood affected areas. This will greatly assist in planning for future flooding events within the Local areas. Additionally this has enabled LDMG's to identify flood free sites suitable for use as flood evacuation centres. Both LDMG's are completing Evacuation Plans identifying suitable evacuation centres suitable for all disaster events.</p> <p>Community Awareness and alert systems have also been highlighted as priorities following the 2011 floods. Both LDMG's are looking to implement forms of alert systems in susceptible areas which will incorporate community awareness campaigns.</p> <p>Both groups have undergone substantial work to review and overhaul their respective plans at local level.</p>
Industry	<p>Land use: dominated by agricultural land uses – dry-land grazing of cattle and sheep, cereal and grain crops, horticulture, vegetable, citrus and wine.</p> <p>Industries: Coal mining – located in surrounding Shires.</p> <p>Light Industry: Support industry for coal mining, cattle, and agriculture.</p> <p>Tourism Tourist coaches, caravans and private vehicles traverse the whole of the district.</p>
Critical Infrastructure	<p>Ipswich is the major centre within the Ipswich Disaster District and is located in the vicinity of the juncture between several major road networks of the Warrego, Cunningham and Centenary Highways, along with the Ipswich Motorway.</p> <p>These major arterials carry large volumes of heavy vehicle transport, providing vital links between Brisbane, western and northern Queensland and interstate.</p> <p>Power supply to Ipswich Disaster District is predominantly serviced by Energex.</p> <p>Emergency Services: Police stations Booval, Esk, Marburg, Ipswich City, Goodna, Kilcoy, Lowood, Moore, Rosewood, Springfield, Toogoolawah, Yamanto, Police Beat: Nth Ipswich; Goodna; Leichhardt, Silkstone, Redbank Plains, Redbank Shopping centre, Ipswich Mall, Booval Fair Shopping Centre.</p>

	<p>Fire Permanent Urban brigades: Ipswich, Bundamba, Camira, Rosewood; Auxiliary Urban Brigades; Esk, Harrisville, Lowood, Marburg, Rosewood, Toogoolawah. Rural Brigades Numerous in each local government area;</p> <p>Ambulance stations Ipswich, Lowood, Redbank, Rosewood, Springfield, Toogoolawah;</p> <p>SES Fernvale, Goodna, Ipswich, Kilcoy, Lowood, Marburg, Toogoolawah, Rosewood,</p> <p>Medical: Public Hospitals in Ipswich & Esk Private Hospital (St Andrews) in Ipswich Private medical, dental, chiropractic, pharmacy and physiotherapy services at Ipswich.</p> <p>Dams: Wivenhoe, Somerset, Atkinson, Mount Crosby.</p> <p>Military facilities: RAAF Base Amberley</p>
Essential Services	<p>Essential services infrastructure is located throughout the whole disaster district, with some level of vulnerability to storms or fires (eg. electricity supply & phone lines). Ipswich is the major service centre for hospitals, aged care, and other government services.</p> <p>Major essential service providers, (eg. Energex and Telstra), have extensive facilities in Ipswich.</p> <p>Water supply: Reticulated supply at Esk, Toogoolawah, Rosewood, Ipswich City and suburbs.</p> <p>Sewerage: Reticulation and treatment at Esk, Toogoolawah Rosewood and Ipswich City and suburbs.</p> <p>Power: Swanbank and Split Yard Creek. power stations High and low voltage power reticulation including SWER lines;</p> <p>Telecommunications: National and commercial radio reception. Extensive mobile phone reception.</p> <p>Television: Free-to-air available through out the district.</p> <p>Radio Stations 94.9 FM local and all Brisbane based radio stations.</p>

	<p>Airfields: Amberley Air Force Base. Ramblers Parachute Field Toogoolawah;</p> <p>Railway: Electrified suburban line Rosewood to Brisbane; South Western line (Brisbane to Toowoomba).</p> <p>Roads: Highways - Cunningham (Brisbane to Warwick), Brisbane Valley (Ipswich to Harlin), D'Agular (Harlin to Yarraman) and Warrego (Ipswich to Toowoomba); Extensive Council and Main Road networks.</p> <p>Transport: Numerous Interstate, Regional and Local coach services; School bus services;</p>
Proposed Future Development	Population and industry development in the Ipswich disaster district is expected to rise significantly in coming years. Large housing developments are in the developmental stages within the area, along with substantial expansion of defence capability currently occurring at the Amberley ADF Base.
Neighbour Relations	<p>The Ipswich Disaster District is bordered by the following Districts –</p> <ul style="list-style-type: none"> • Brisbane • Logan • Toowoomba • Gympie • Sunshine Coast • Redcliffe

Hazards

Due to the topography and location the major hazards for disaster management that have been identified by the Local Disaster Management Groups in the District include, but are not limited to, the following –

- (a) Flood including dam failure flood;
- (b) Storm (wind, rain, hail);
- (c) Major Transport Accident (road, air, rail);
- (d) Fire (urban and rural);
- (e) Emergency Animal/Plant Disease;
- (f) Hazardous Material Accident;
- (g) Oil/gas accident;
- (h) Mining subsidence/accident;
- (i) Epidemic;
- (j) Earthquake;
- (k) Landslip;
- (l) Terrorism

There may be other events which require coordination of Disaster District and/or State resources in support of Local Government.

As a result of the flood events of 2010 and 2011 both Ipswich and Somerset Local Disaster Management Groups have been conducting a continual review of their hazard and disaster risk assessments which will improve the understanding of hazards and their impact.

Outcomes of these disaster risk assessments are key factors in the development of preparation and mitigation strategies for all agencies and need to be reflected in disaster management plans.

The Local Disaster Management Plans should identify residual or transferred risk to the DDMG. These residual risks need to be identified so the DDMG can address these identified gaps and incorporate them into District Disaster Risk Register if appropriate.

It is not possible to identify any residual risk at DDMG level until the disaster assessments have been completed by the LDMG's. A review of the District Disaster Plan will be conducted during normal business once these assessments have been completed.

Risk Assessment

As potential risks are identified, an assessment is conducted in accordance with the National Emergency Risk Assessment Guidelines (NERAG).

All members of the DDMG have a responsibility to identify and report risks to the Group. Risks may also be identified through partnerships of LDMG, SDMG or other DDMG's. Upon identification of a risk, a consultation process within the Group will be conducted.

Analysis and evaluation of risks will be conducted by DDMG. This may generate tasks to relevant agencies for treatment options or other information. Risk treatment is referred to in the following section.

If required the risk will be included in the Risk Register which is to be maintained by the Executive Officer, Ipswich DDMG.

Risk Treatment

Agencies are allocated risks relevant to their agencies for appropriate risk treatment options. Appropriate time frames are applied for the treatment of the risk.

The relevant Agency will –

- identify treatment strategies;
- incorporate into agency plans if required;
- report to the DDMG;
- identify residual risk management strategies;
- notify the DDMG and other agencies if risk sharing is part of the treatment option.

The Executive Officer will ensure that reporting timeframes are monitored and adhered to.

This is included in the Risk Treatment Plan at Annexure D

Capacity Building

Community Awareness

In accordance with S.23(f) of the *Disaster Management Act 2003*, the DDMG has a responsibility to ensure that the community is aware of ways to mitigate the adverse affects of an event, and prepare for, respond and recover from disasters.

The LDMG's are largely responsible for the awareness of the community to identified threats, and ways in which the effects of these threats can be mitigated, and are addressed in Local Disaster Management Plans.

The DDMG may (as deemed necessary) reinforce the awareness programs of the LDMG through media releases, publications and ongoing media campaigns.

Community awareness programs may be included in the DDMG Annual Operational Plan as applicable.

Training

In accordance with the District Disaster Management Guidelines, EMQ have the responsibility for ensuring a coordinated approach to disaster management training within the District. This includes assessing the training needs and development of a suitable training program.

This training is to be provided in consultation with the DDC.

The Executive Officer will conduct a review of DDMG Training in conjunction with EMQ to monitor compliance and performance. These reviews will be conducted and documented within the annual report.

Training is incorporated in the Annual Operational Plan (Annexure G).

Exercises

In accordance with S.55(2) of the Disaster Management Act 2003 Ipswich DDMG is required to review the effectiveness of the DDMP at least once per year.

EMQ is responsible for the facilitation of disaster management exercises.

Exercises are to be provided in consultation with the DDC and are to incorporate the activation of the Local Disaster Management Plans and District Disaster Management Plans at least once per year.

The Executive Officer will conduct a review of Exercises in conjunction with EMQ to monitor compliance and performance. These reviews will be conducted and documented within the annual report.

Conducting of exercises is incorporated in the Annual Operational Plan (Annexure G).

Post-Disaster Assessment

In line with continual improvement it is vital the lessons identified during disaster operations be captured and incorporated into the planning process as required.

To facilitate this it is necessary to conduct de-brief sessions following periods of activation. The following debrief arrangements will occur –

- A 'hot' debrief will be conducted as soon as practical following stand-down from disaster operations.
- A Formal de-brief will be conducted within two months following the stand-down from disaster operations.

Post-activation reporting is addressed in the reporting section of this plan.

Response Strategy

Warning Notification and Dissemination

DDMG members will receive warning products via a number of means.

The DDC will receive notification directly from the State Disaster Coordination Centre (SDCC) and internally through Queensland Police Service Communication Centres. The DDC will ensure the dissemination of warnings to affected LDMGs within the district.

DDMG member agencies will be notified by email and may also receive notification from internal agency central offices. In the event that internet/email communications are unavailable, this notification will be by telephone, SMS, fax or other available means of communication.

A number of agencies will also receive warnings directly from the Bureau Of Meteorology.

Details regarding responsibility for notification processes within DDMG member agencies are detailed in respective agency plans. Agency plans will include detailed contact registers to achieve dissemination of warnings.

In summary, the responsibilities of DDMG member agencies for notification in Local Government areas is shown in the following table.

Responsible Agency	Group/Agency Notified
<i>Queensland Police Service</i>	<i>Queensland Police Service Stations and establishments</i>
<i>Emergency Management Queensland</i>	<i>State Emergency Service Units/Groups</i>

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

Activation

The DDC is responsible for activating the DDMG. This would generally occur following consultation with one or more of; the Chair of the SDMG and/or DDMG; the Chair of a LDMG; a member of the DDMG and/or a member of a response agency.

The four levels of activation, as defined in the SDMP, are:

Alert

A heightened level of vigilance due to the possibility of an event in the area of responsibility. No action is required however the situation should be monitored by someone capable of assessing the potential of the threat.

Lean forward

An operational state prior to 'stand up' characterised by a heightened level of situational awareness of a disaster event (either current or impending) and a state of operational readiness. Disaster coordination centres are on stand by; prepared but not activated.

Stand up

The operational state following 'lean forward' whereby resources are mobilised, personnel are activated and operational activities commenced. Disaster coordination centres are activated.

Stand down

Transition from responding to an event back 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.

District Disaster Coordination Centre.

The District Disaster Coordination Centre (DDCC) is located in the District Training Room, Ipswich Police District Office, Yamanto Police Complex, 300 Warwick Rd, Yamanto.

Alternate sites have been identified in the event that this DDCC cannot be utilised. These are included in the DDCC Standard Operating Procedures which are held within the DDCC.

Concept of Operations for Response

Operational Reporting

During operational activity the DDMG, through the operation of the DDCC, will be responsible for the preparation and distribution of Situation Reports (SITREPs). SITREPs are a universally accepted method of communicating the current and forecast situation during a disaster event to key stakeholders.

The DDMG SITREP will be forwarded from the DDCC to the SDCC. The timeframes and format of the SITREP will be determined by the SDMG and advised to the DDMG. The nature of the disaster and the involvement of the DDMG will determine the complexity and format of the SITREP for a given event.

The DDMG will need to ensure regular SITREP's are received from activated/affected LDMG's to inform DDMG operational response, forward planning and the contents of the DDMG SITREP.

The DDC will need to determine and advise LDMG's of the frequency and format of SITREP's relative to the disaster event.

Financial Management

Each agency on the DDMG will be responsible for financial management arrangements incurred by their agencies during disaster operations.

Any financial expenditure incurred by the DDMG or the DDCC will be managed by the Executive Officer.

EMQ are available to provide advice and assistance with respect to NDRRA during operations.

Media Management

All media releases with respect to the DDMG will be considered and approved by the DDC. The DDC shall provide guidance as to the public information messaging strategy, having regard to the nature, impact and extent of the disaster. Assistance may be sought from individual agency media liaison officers as required.

Accessing Support and Allocation of Resources

Local Disaster Management Groups are to submit any requests for assistance or support via the prescribed Request for Assistance format to the District Disaster Coordinator.

Any requests that cannot be met at District Level shall be submitted to the State Disaster Coordination Centre for actioning.

The Request for Assistance template is kept by the Executive Officer and has been provided to both the Ipswich and Somerset LDMG's.

Prioritisation of any such Requests for Assistance will be conducted on a case by case basis by the DDC.

Disaster Declaration

In accordance with S.64 of the Disaster Management Act the DDC may, with the approval of the Minister, declare a disaster situation for the District, or part of thereof.

A declaration can also be made in accordance with S.69 of the Disaster Management Act by the Premier and the Minister for all or part of the State of Queensland.

Before declaring the disaster, the DDC will take reasonable steps to consult with the DDMG and the affected LDMG area/s.

The declaration can be made orally, or in writing but if made orally must be in written form as soon as reasonably practicable thereafter.

This declaration has a fourteen (14) day duration from the date it is declared unless it is sooner ended by the Minister.

The disaster declaration may be extended for a period of twenty-eight (28) days after the disaster situation is declared. Any further extensions are for a period not exceeding fourteen (14) days.

The disaster situation must be ended as soon as the declared disaster powers are no longer necessary.

The declaration of disaster situation template is held by the Executive Officer.

Resupply

The Ipswich DDMG has adopted the Queensland Resupply Guidelines and all resupply operations will be conducted in accordance with these guidelines with respect to the following –

- isolated community resupply,
- isolated rural property resupply; and
- resupply of stranded persons

Functional Plans

These plans address the functions of disaster management where government departments and agencies have a functional lead agency role. The plans and procedures are developed by the functional lead agency.

Queensland Government agencies have varying levels of responsibility and capacity to provide leadership and coordination, service delivery and technical authority for functions. Agencies may rely on partners to deliver the associated services.

The following table outlines the functional lead agency for each of the functions of disaster management:

Function	Functional Lead Agency
Building and Engineering Services	Department of Public Works
Communications Services	Department of Public Works
Electricity, Fuel and Gas Supply	Department of Employment, Economic Development and Innovation
Emergency Supply	Department of Public Works
Health Services	Queensland Health
Public Information	Department of the Premier and Cabinet
Transport Systems	Department of Transport and Main Roads
Warnings	Department of Community Safety
Economic Recovery	Department of Employment, Economic Development and Innovation
Environmental Recovery	Department of Environment and Resource Management
Human-social Recovery	Department of Communities

Infrastructure Recovery	Department of Infrastructure and Planning
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Hazard Specific Arrangements

Government departments and agencies have a primary management responsibility to address identified specific hazards. The primary agency has responsibility to ensure that an effective hazard specific plan is prepared.

Specific planning is required for these arrangements as their coordination and operational procedures can be different to those of the Qld Disaster Management Arrangements. Coordination centres and the structures within them can be outside the local, district and State coordination centres and the passage of information and resources may be managed using different processes.

Primary agencies also have a role in ensuring State hazard specific plans link to national hazard specific plans and arrangements and that appropriate communication and relationships with counterparts at the national level are maintained.

The following table outlines the primary agencies responsible for each specific hazard and the respective State and national level plans, where appropriate.

Specific Hazard	Primary Agency	State and National Plans
Animal and plant disease	Department of Employment, Economic Development and Innovation	Queensland Veterinary Emergency Plan Australian Veterinary Emergency Plan Australian Emergency Plant Pest Response Plan
Biological (human related)	Queensland Health	State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents
Bushfire	Queensland Fire and Rescue Service	Wildfire Mitigation and Readiness Plans (Regional)
Chemical	Queensland Fire and Rescue Service	State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents
Influenza Pandemic	Queensland Health	Queensland Pandemic Influenza Plan National Action Plan for Human Influenza Pandemic
Ship-Sourced Pollution	Department of Transport and Main Roads (Maritime Queensland)	Queensland Coastal Contingency Action Plan National Plan to Combat Pollution of the Sea by Oil and Other Noxious and Hazardous

		Substances
Radiological	Queensland Health	State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents
Terrorism	Queensland Police Service	Queensland Counter-Terrorism Plan National Counter-Terrorism Plan

Recovery Strategy

The Ipswich DDMG recovery strategies, incorporating human-social, infrastructure, economic and environmental factors are contained within the Ipswich Disaster District Community Recovery Plan prepared by the Department of Communities.

This recovery strategy provides a framework and a guide for the DDMG to manage the recovery process. Disaster recovery is a continuous process from relief/short term recovery through medium/long term recovery to the resumption of normal business. This strategy has been developed to be flexible and to enable scaling up and down of recovery processes as required.

This recovery strategy is supported by the procedures outlined in the *Queensland Recovery Guidelines*.

Scope

This recovery strategy has been developed to:

- include all functions of recovery (human-social, infrastructure, economic and environmental);
- define broad parameters for effective coordination of recovery in the district;
- identify constraints for recovery at district level; and
- identify for each recovery function, a broad scale of recovery that can be managed at district level.

Functions of recovery

For the purpose of effective coordination aspects of recovery are conceptually grouped into four functions. It is important to acknowledge that the four functions of recovery overlap and recovery arrangements must reflect the inter-relationship between each of these functions.

Economic:

Economic recovery includes renewal and growth of the micro economy (within the affected area) and the macro economy (overall economic activity of the state). Economic recovery includes individual and household entities (e.g. employment, income, insurance claims), private and government business enterprises and industry. It includes assets, production and flow of goods and services. It includes capacity for the export of goods and services from the affected region, and securing confidence of overseas markets.

The functional lead agency for economic recovery is the Department of Employment, Economic Development and Innovation.

Environment:

Environment, or natural environment, recovery includes restoration and regeneration of biodiversity (species and plants) and ecosystems, natural resources, environmental infrastructure, amenity/ aesthetics (e.g. scenic lookouts), culturally significant sites and heritage structures. It includes management of environmental health, waste, contamination and pollution and hazardous materials.

The functional lead agency for environmental recovery is Department of Environment and Resource Management.

Human-social:

Human-social recovery includes personal support and information, physical health and emotional, psychological, spiritual, cultural and social well-being, public safety and

education, temporary accommodation, financial assistance to meet immediate individual needs and uninsured household loss and damage.

The functional lead agency for human-social recovery is the Department of Communities.

Infrastructure:

Infrastructure, or built environment, recovery includes repair and reconstruction of residential and public buildings, commercial, industrial and rural buildings and structures, government structures, utility structures, systems and services (transport, water, sewage, energy, communications) and other essential services and dam safety.

The functional lead agency for infrastructure recovery is the Department of Infrastructure and Planning.

Activation

The district recovery strategy may be activated upon direction from the DDC or the SDMG.

As disaster response and immediate/short term recovery occurs concurrently, the activation of the strategy will commence with immediate/short term recovery actions undertaken within the response phase.

The level of district support required in the medium/long term recovery phase will be dependant on the recovery structure advised by the SDMG for each specific event.

Immediate/short term recovery.

The immediate/short term recovery phase occurs concurrently to response operations. Immediate/short term recovery activities of the DDMG will typically include:

- support to LDMGs to ensure the conduct of rapid damage and need assessment;
- support to LDMGs to ensure the provision of immediate community services (e.g. health services, food, clothing and shelter, financial relief);
- support to LDMGs to ensure the restoration of critical utilities and services; and
- support to LDMGs to ensure the provision of temporary housing.

During this phase it should be decided:

- whether there will be a requirement for medium/long term recovery,
- the type of recovery assistance required from the DDMG, and
- the timeframe for the transition to the medium/long term recovery.

Transition from immediate/short term to medium/long term recovery

Transition Triggers

The DDMG will utilise the following as triggers to commence the process of transition from immediate/short term to medium/long term recovery:

- emergency is contained;
- no further hazard or secondary threats are likely in the near future;
- response organisations cease their activities;
- public safety measures are in place and work effectively;
- evacuation centres have closed; or
- initial rehabilitation has commenced.

The appointment of the Recovery Coordinator should take place at the latest during the transition phase and preferably during the response/short term recovery phase of the event.

Medium/long term recovery

The level of support required by the DDMG during the medium /long term recovery phase will be dependant on the nature and scale of the disaster. The level of involvement of the DDMG may range from supplementation of a Local Recovery Group to the establishment of a District Recovery Group.

District Recovery Group

Where appropriate to the scale of the disaster the medium/long term recovery phase may include the establishment of a District Recovery Group with specific membership appointed as appropriate to the type of event and functions of recovery.

Where a District Recovery Group is established, the recovery coordination is handed over to the Recovery Coordinator who will be the DDC or a person appointed by the DDC.

The medium/long term District Recovery Group will comprise any or all members of the DDMG, and any additional invited members as required. Organisations that are not members of the DDMG may be invited where required, for example: Chambers of Commerce, insurance

companies, major employment (industry) organisations in the area.

Once established, the District Recovery Group consider the Terms of Reference specific to the event. The District Recovery Group should develop an Action Plan to meet the requirements of the Terms of Reference.

District actions/resources

The following table identifies for each recovery component a broad scale of recovery actions and resources that can be managed at the district level. This incorporates recovery actions and resources that may be undertaken as an element of a District Recovery Group or where assistance from the district is provided through the injection of district resources into the local government recovery group.

Recovery Component	Supporting Agencies
Human –Social	Department of Communities
Infrastructure	Dept of Public Works, Department of Transport and Main Roads, Qld Rail and Department of Local Government & Planning
Economic	Department of Employment, Economic Development and Innovation
Environment	Department of Environment and Resource Management

Transition to normal business

The conclusion of the recovery phase will be determined by the relevant Recovery Group. The Recovery Group will manage the recovery process for as long as whole of government recovery support is required, the Terms of Reference for the Group have been achieved and until government recovery agencies have the capacity to accept the management of the workload within the agencies core business processes.

Annexure Index

- A Distribution List
- B DDMG Contact List
- C Risk Register
- D Risk Treatment Plan
- E Roles and Responsibilities
- E District Levels of Activation

Distribution List

Position	Organisation	Hard Copy ✓	Electronic Copy ✓
DDC	QPS	✓	✓
XO	QPS	✓	✓
Deputy XO	QPS		✓
Chair	SDMG		✓
DDMG Member	Building Services Authority		✓
DDMG Member	Dept of Communities / Community Recovery Committee (Chair)		✓
DDMG Member	Dept Ed. & Training		✓
DDMG Member	Dept Employment & Economic Development & Innovation		✓
DDMG Member	Dept Transport & Main Roads		✓
DDMG Member	EMQ (Regional Director)		✓
DDMG Member	Energex		✓
DDMG Member	Ipswich LDMG (Chair)		✓
DDMG Member	Department of Public Works Q Build		✓
DDMG Member	Queensland Ambulance Service		✓
DDMG Member	Queensland Fire & Rescue Service		✓
DDMG Member	Queensland Health		✓
C/Supt, Southern Region	Queensland Police Service		✓
DDMG Member	Queensland Rail		✓
DDMG Member	RAAF		✓
DDMG Member	SEQ Water		✓
DDMG Member	Somerset LDMG (Chair)		✓
DDMG Member	Telstra		✓

DDMG Advisor	Powerlink		√
DDMG Advisor	Scenic Rim LDMG		√

ANNEXURE E

AGENCY ROLES AND RESPONSIBILITIES

State Government Agencies and organisations have designated responsibilities in disasters which reflect their legislated and/or technical capability and authority with respect to hazards, functions and/or activities of disaster management.

This list is not exhaustive and focuses on the roles and responsibilities of agencies at the District Level only. The list aims to ensure that all the accountabilities of the District Disaster Management Group with respect to disaster management have been addressed.

ORGANISATION	ROLES AND RESPONSIBILITIES
<p>Department of Communities</p>	<ul style="list-style-type: none"> • Functional lead agency for human-social recovery • Coordinate provision of human-social recovery services during recovery operations in partnership with local, State, federal and non-government agencies • Work with affected individuals and communities to support their own recovery activities • Maintain linkages with local, State, federal and non-government agencies and committees • Maintain a register of State government officers available to assist in human-social recovery when required • Administer SDRA and NDRRA relief measures
<p>Department of Employment, Economic Development and Innovation</p>	<ul style="list-style-type: none"> • Functional lead agency for economic recovery • Functional lead agency for electricity, fuel and gas supply • Primary agency for the containment and eradication of exotic animal and plant diseases • Coordinate efforts to prevent, respond to, and recover from pests, diseases, livestock welfare, business interruption, tourism shocks and impacts on mining and energy infrastructure • Provide advice relative to stock

	<ul style="list-style-type: none"> • Coordinate destruction of stock or crops as required • Assist business and industry in business resilience and recovery strategies • Administer NDRRA relief measures
<p style="text-align: center;">Department of Environment and Resource Management</p>	<ul style="list-style-type: none"> • Functional lead agency for environmental recovery • Provide oiled wildlife response, traditional owner liaison, environmental and shoreline assessments and waste management advice and approvals for ship-sourced pollution at sea • Lead fire fighting on state owned and managed land where there is no threat to life or property • Provide geographical information for data sets that are owned and managed by DERM. • Provide mapping expertise and equipment. Provide urgent Prints of maps on request from disaster committee. • Provide administrative support as necessary in an emergency. • Provide stream height, storm tide and wave height information and expertise, including projections • Provide information and expert advice with respect to controlled dam locations, safety and integrity • Provide expert advice in pollution incidents • Assist in flood planning, management and study • Provide for the safety of National Parks, State Forests and Forest Reserve users including issuing warnings in extreme conditions, closing areas where necessary and coordinating evacuations with QPS • Administer NDRRA relief measures
<p style="text-align: center;">Department of Infrastructure and Planning</p>	<ul style="list-style-type: none"> • Functional lead agency for infrastructure recovery • Support disaster mitigation considerations in development planning, built environment and infrastructure design • Support compliance of State Planning Policies for new developments • Amend Building Codes and Standards to reduce vulnerability to hazard impacts and improve environmental sustainability • Review and assess building requirements in order to mitigate the impact of natural disasters on infrastructure • Provide infrastructure programming expertise to assist delivery agencies to plan, sequence and prioritise work • Share knowledge and innovative solutions to build local government resilience, sustainability and self-

	<p>reliance</p> <ul style="list-style-type: none"> • Support local governments to apply sound business continuity practices • Assist local governments, and other agencies if required, to manage events • Administer NDRRA relief measures
<p>Department of Public Works (QBuild)</p>	<p>Building and engineering services</p> <p>Coordinate the acquisition, provision and/or activities of building and engineering services in support of disaster operations. This includes:</p> <ul style="list-style-type: none"> • professional services e.g. engineers (geotechnical, structural, civil etc.), architects and other professional officers and consultants • building services trade staff both internal and contractors • building inspectors/damage assessors • technical support in response to damage sustained by heritage and/or cultural assets • technical advice on natural hazard mitigation measures as may apply to buildings • temporary accommodation for use as forward command posts, recovery centres, local disease control centres and warehousing facilities etc • alternative accommodation solutions utilising government owned/operated built assets and or access to private sector assets • technical advice on structural suitability of buildings for use as community evacuation centres or cyclone shelters • other building and engineering services tasks requested by the District Disaster Coordinator or the State Disaster Coordination Centre. <p>Emergency supply</p> <p>Coordinate the acquisition and management of emergency supplies and services in support of disaster operations. This includes:</p> <ul style="list-style-type: none"> • support to establish forward command posts, evacuation centres, recovery centers and disease control centers including furniture, equipment and services

- bedding in accordance with the procedure for the “Provision of bedding resources”
- bottled and bulk potable water supplies
- temporary structures i.e. marquee and ablution facilities
- small plant hire services and refueling e.g. generators, lighting, bobcats
- access to specialist building services and comprehensive vehicle hire solutions
- whole-of-Government personnel travel and accommodation management services
- other emergency supply tasks requested by the District Disaster Coordinator or State Disaster Coordination Centre.

SDS, the department’s materials supply, warehousing and general logistics services provider, maintains a limited capacity to provide an end-to-end logistics management capability including the receipt, storage and distribution of disaster response materials and equipment.

The QLD Government Chief Procurement Office (QGCPO) maintains a comprehensive data base and contracts directory detailing whole-of-Government procurement arrangements across state government agencies. The QGCPO maintains an ability to work with the State Disaster Coordination Centre in the coordination of cross government procurement functions in a response to a disaster.

Important limitations – Emergency Supply

Departmental officers shall be aware that in emergency and disaster situations inexperienced participants of other agencies may incorrectly interpret the emergency supply function of the department as ‘supplier of all goods during an emergency’.

Other departments and agencies are to utilise their own internal acquisition/supply and support resource capability before requesting support. Where agencies do not have an existing capability, or the resources are outside of those normally used in their core business, departmental support arrangements may be provided.

The acquisition of specialist resources requiring a permit, licence or specific technical knowledge is the responsibility of the respective individual agency. (It is not a role of the department to procure licensed goods on behalf of other agencies that have current licences/specialist supply arrangements in place).

Communication Services

Coordinate the provision of communication services in support of disaster operations. This includes:

- access to additional temporary communications systems including satellite, mobile and radio communications (UHF, VHF) and paging systems
- coordination of additional or new data cabling services
- liaison with telecommunication service providers or contractors for the provision of priority services as directed by the District Disaster Coordinator e.g. establishment of communications infrastructure for forward command posts, recovery centres and local disease control centres
- provision of community call centre operations and government internet pages for the provision of public information about major events and/or disasters – provided by Smart Service Queensland
- liaison with telecommunication service providers for the coordination of essential functional support to ensure continuity of service
- other communication services tasks requested by the District Disaster Coordinator or State Disaster Coordination Centre.

A memorandum of understanding exists between the Commonwealth and the state of Queensland to assist with the delivery of contact centre services. The agreement, called the National Emergency Call Centre Surge Capability Arrangements (NECCSC) is activated upon request by the General Manager Smart Service Queensland and assists with ensuring capacity to deal with unusually high call volumes

Important Limitations - Communication Services

Excludes the coordination of telecommunication services providers or carriers core business responsibilities.

Due to the specific nature of each agency's requirements information technology (IT) hardware and software shall remain the responsibility of the requesting agency.

- Excludes first response agencies such as Police, Ambulance, Fire and SES who maintain their own independent radio communications capability

<p style="text-align: center;">Department of Transport and Main Roads</p>	<ul style="list-style-type: none"> • Functional lead agency for transport systems • Provide information and advice on the impact of disruptive events on road, rail, aviation and boating infrastructure as it affects the transport system. <i>(This will include liaison with Program Delivery & Operations (ex-Main Roads), Qld Railways, Long Distance bus operators, public transport industry, Regional Airports and in the case of local boating infrastructure, Maritime Safety Queensland)</i> • Enable an accessible transport system through reinstating road, rail and boating infrastructure. <i>(This will include direct responsibilities for state controlled roads within the District, and liaison with Qld Railways, and in the case of local boating infrastructure, Maritime Safety Queensland)</i> • Assist with the safe movement of people as a result of mass evacuation of a disaster affected community • Ensure the capability of logistics related industries are appropriately applied to disaster response and recovery activities
<p style="text-align: center;">Emergency Management Queensland</p>	<ul style="list-style-type: none"> • Functional lead agency for warnings as an agency within the Department of Community Safety • Review, assess and report on the effectiveness of disaster management by the State at all levels, including the State Disaster Management Plan and district and local plans • Ensure that disaster management and disaster operations within the District are consistent with the State's policy framework, plans, and guidelines • Ensure that persons performing functions under the Act in relation to disaster operations are appropriately trained • Provide advice and support to the DDMG and LDMG's in relation to disaster management and disaster operations • Coordinate reception operations • Administer NDRRA relief measures <p>Perform the following responsibilities in support of disaster operations:</p> <ul style="list-style-type: none"> • Develop, maintain, monitor and continuously improve disaster management arrangements and systems • Manage resupply operations • Coordinate, support and manage the deployment of State Emergency Service resources • Coordinate, support and manage the deployment of Surf Life Saving Association resources. • Support the deployment of Queensland Corrective Services resources

<p style="text-align: center;">Queensland Ambulance Service</p>	<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
<p style="text-align: center;">Queensland Fire and Rescue Service</p>	<ul style="list-style-type: none"> • Primary agency for all fire incidents • 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 swiftwater / 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 • Provide control, management and pre-incident planning of fires (structural, landscape and transportation) • Support the Queensland Hazardous Materials Incident Recovery Plan • Provide Impact Assessment, and intelligence gathering capabilities • Provide logistical and communications support to disasters within capabilities
<p style="text-align: center;">Queensland Health</p>	<ul style="list-style-type: none"> • Functional lead agency for health services • Primary agency for Pandemic Influenza, Biological and Radiological incidents

	<ul style="list-style-type: none"> • Coordination of medical resources • Public Health advice and warnings to participating agencies and the community • Psychological and counselling services for disaster affected persons • Ongoing medical and health services required during the recovery period to preserve the general health of the community
<p style="text-align: center;">Queensland Police Service</p>	<ul style="list-style-type: none"> • Primary agency responsibility for terrorism • Provide executive support to the District group • Coordinate the disaster response operations for the District group • Preserve peace and good order • Prevent crime • Maintain any site as a possible crime scene • Provide a Disaster Victim Identification capability • Conduct traffic control, including assistance with road closures and maintenance of road blocks • Coordinate evacuation operations • Coordinate search and rescue operations • Manage the registration of evacuees and associated inquiries in conjunction with the Australian Red Cross • Provide security for damaged or evacuated premises • Respond to and investigate traffic, rail and air incidents

Annexure F: District Levels of Activation

	Triggers	Actions	Communications
Alert	<ul style="list-style-type: none"> One or more LDMGs operational Awareness that threat may be widespread 	<ul style="list-style-type: none"> XO brief DDC on activation level of LDMG/s Analysis of threat Contact LDC/s 	<ul style="list-style-type: none"> DDC and XO on mobile remotely
Lean Forward	<ul style="list-style-type: none"> Potential requirement for DDMG to coordinate disaster operations or provide support because of threat level or resource requirements 	<ul style="list-style-type: none"> Maintain contact with LDC/s Communication procedures established Planning commenced for support to DDCC and staff briefed Advise State regarding status of DDMG Establish contacts & set up communication systems Receipt of Sitreps from LDMG/s Brief DDMG core members Planning for potential support to LDMG/s 	<ul style="list-style-type: none"> DDC, XO and DDMG members on mobile and monitoring email remotely Ad-hoc reporting
Stand Up	<ul style="list-style-type: none"> Request for support received from LDCC/s Large threat is imminent with impact in District Coordinated support required Significant State resources committed 	<ul style="list-style-type: none"> Develop situational awareness Pass on urgent warnings Initial Sitrep to SDCC DDCC activated and roster developed Forward planning commenced SDCC advised DDMG stood up Regular Sitreps provided to SDCC Logistics, operations, planning and administrative cells in place Coordination of State support commenced Receive advice from State Disaster Coordinator (if appointed) 	<ul style="list-style-type: none"> DDCC contact through established land lines and generic email addresses DDC, XO and DDMG members present at DDCC, on established land lines and/or mobiles, monitoring emails
Stand Down	<ul style="list-style-type: none"> LDMG/s stood down from response Recovery arrangements functioning 	<ul style="list-style-type: none"> Final checks for outstanding requests Assist LDMG/s to transition to recovery Debrief of staff in DDCC & DDMG members Consolidate financial records Final situation report sent to SDCC Hand over to Recovery Coordinator (If appointed) Return to core business 	<ul style="list-style-type: none"> DDMG members not involved in recovery operations resume standard business and after hours contact arrangements

Annexure G: IPSWICH DDMG OPERATIONAL PLAN 2011-2012

ACTIVITY	KEY PERFORMANCE INDICATORS	PERFORMANCE MEASURES	DATE	RESPONSIBLE PERSON
MEETINGS	DDMG will meet at least twice yearly.	Currency of meeting conducted	7 September 2011 7 December 2011 7 March 2012 6 June 2012	Executive Officer
TRAINING	<ul style="list-style-type: none"> • Training will be provided to DDMG members in accordance with Qld Disaster Management Training Framework created by EMQ. • A review of Training will be conducted by XO, in conjunction with EMQ. 	Training conducted	Dates to be provided by EMQ	EMQ/ Executive Officer
READINESS	<ul style="list-style-type: none"> • Sufficient knowledge and competency in disaster response and recovery. • Continual improvement in Preparation, Preparedness, Response & Recovery 	Capability in participation in training, exercises and real events.	Continual	All member agencies. Overview of Training / exercises by XO/EMQ
EXERCISES	Exercise Nugents	EMQ evaluation (TBC)	Nov-Dec 2011	EMQ/Executive Officer
REPORTING	Annual report to SDMG	Annual Report completed	30 July 2012	DDC/Executive Officer
REVIEW	<ul style="list-style-type: none"> • Review of Local Disaster Management Plans • Review of District Disaster Management Plan 	<ul style="list-style-type: none"> • Annual review of LDMP completed • Annual review of DDMP completed 	31 October 2011 1 December 2011	Executive Officer/EMQ Executive Officer/EMQ

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