

Charleville District Disaster Management Plan 2022

Version 3.0 July 2022



Disaster Management

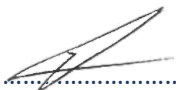
Endorsement and Authorisation

The Charleville District Disaster Management Plan is endorsed under the authority of the District Disaster Management Group.

This plan has been developed in accordance with the *Disaster Management Act 2003 (DM Act)* and the following documents to provide for effective disaster management in the Charleville Disaster District:

- the State Disaster Management Plan
- Queensland Emergency Management Assurance Framework
- Guidelines for District Disaster Management Groups
- Strategic Policy Framework

The plan will be maintained by the District Disaster Coordinator and will be reviewed annually unless otherwise required.



Inspector Tim Mowle
District Disaster Coordinator
Charleville District Disaster Management Group

Dated: 11/08/2022

EMAF Component 4: Planning

- Key Outcome 4.1 and 4.2
- Indicators 4 (c)

Document Control

Amendments

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

Sergeant Dan Nunn
Executive Officer
Charleville District Disaster Management Group
PO Box 315
Charleville QLD 4470

Any changes to the intent of the document must be endorsed by the Charleville 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

No / Ref	Issue Date	Comment	Inserted by	Date

Distribution

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

In compliance with section 56 of the DM Act, A copy of the plan is available on the Queensland Police Service website: www.police.qld.gov.au

This plan is also available for inspection free of charge to members of the public. All applications are to be made to the Executive Officer via address above or email to DDC.Charleville@police.qld.gov.au.

EMAF Component 4: Planning

- Key Outcome 4.1
- Indicators 4 (e)

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1. Governance

1.1 Authority to Plan

This District Disaster Management Plan is prepared under the provision of Section 53 of the Disaster Management Act 2003.

1.2 Purpose

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

EMAF Component 4: Planning
Key Outcome 4.2
Indicators 4 (a)

1.3 Objectives

The objective of the Charleville 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 Queensland Disaster Management Committee’s (QDMC) 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.

EMAF Component 4: Planning

- Key Outcome 4.1 and 4.2
- Indicators 4 (c)

1.4 Strategic Policy Statement

Disaster management and disaster operations in the Charleville Disaster District are consistent with strategic policy.

Link: <https://www.disaster.qld.gov.au/dmp/Documents/Strategic-Policy-Statement.pdf>

It identifies two strategic objectives that underpin disaster management in Queensland.

- Strive to safeguard people, property and the environment from disaster impacts
- Empower and support local communities to manage disaster risks, respond to events and be more resilient.

EMAF Component 1: Hazard Identification and Risk Assessment and 4: Planning

- Key Outcomes 1.2, 4.1 & 4.2
- Indicators 1 (a) and 4 (c)

1.5 Scope

This plan details the arrangements necessary to undertake disaster management within the Charleville Disaster District in support of the four local governments: Quilpie, Bullo, Paroo and Murweh Shire Councils. This entails the use of any State and Commonwealth government department and/or agencies and all resources available for the prevention of, preparedness for, response to and recovery from, the effects of disasters or events having a community consequence, whilst utilising an all-hazards approach.

EMAF Component 4: Planning

- Key Outcome 4.2
- Indicators 4 (a)

1.6 Disaster Management Priorities

The priorities for the Charleville District Disaster Management Group are to:

- Improve community (including business) disaster planning/mitigation and preparation;
- Manage training of DDMG members in line with the Queensland Disaster Management Training Framework.
- Encourage and support the integration of effective disaster risk reduction initiatives into strategic and corporate plans at appropriate levels of government, community organisations, industry and commerce.
- Monitor and evaluate the disaster management arrangements to:
 - streamline arrangements.
 - develop clear accountability, including defined roles and responsibilities at all levels of the disaster management arrangements.
 - improve the communication flow process; and
 - develop whole-of-government, media and community engagement arrangements.

The Annual Operational Priorities for the Charleville DDMG are contained within the Charleville DDMG Annual Operational Plan attached at Annexure F.

EMAF Components 2: Hazard Mitigation and Risk Reduction, 3: Capability Integration and 4: Planning

- Key Outcomes 2.3, 3.2, 4.1 & 4.2
- Indicators 2 (b), 3 (f) and 4 (b), (c), (d) (f)

2.0 Charleville District Disaster Management Group

2.1 Establishment

The Charleville District Disaster Management Group (DDMG) is established in accordance with section 22; 'Functions' of the Act which incorporates the Quilpie, Bullo, Paroo and Murweh Shire Council areas.

2.2 Roles & Responsibilities

The Charleville District Disaster Management Group is comprised of representatives from Local Government, regionally based Queensland government agencies, government owned corporations and non-government organisations who can provide and coordinate whole-of-Government support and resource gap assistance to disaster affected communities.

The Charleville DDMG performs a '*middle management*' function within Queensland Disaster Management Arrangements (QDMA) by providing coordinated state government support when requested by the Local Disaster Management Groups (LDMG's).

A detailed itemisation of the roles and responsibilities of member agencies are outlined within the State Disaster Management Plan 2018 – Annexure B (Agencies Roles and Responsibilities). The Charleville District Disaster Management Group adopts the itemisation of these roles and responsibilities at the district level.

State Disaster Management Plan can be found here:

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

EMAF Component 4: Planning and 8: Control

- Key Outcomes 4.1, 8.1
- Indicators 4 (b)(d)(f), 8(b)(c)

2.3 Functions

Functions (s23 of the DM Act) Under the DM Act, the Charleville District Disaster Management Group has the following functions for which it is established—

- To ensure that disaster management and disaster operations in the district are consistent with the State group’s strategic policy framework for disaster management for the State;
- To develop effective disaster management for the district, including a district disaster management plan, and regularly review and assess that disaster management;
- To provide reports and make recommendations to the State group about matters relating to disaster management and disaster operations in the district;
- To regularly review and assess the disaster management of local groups in the district;
- To ensure that any relevant decisions and policies made by the State group are incorporated in its disaster management, and the disaster management of local groups in the district;
- To ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster;
- To coordinate the provision of State resources and services provided to support local groups in the district;
- To identify resources that may be used for disaster operations in the district;
- To make plans for the allocation, and coordination of the use, of resources mentioned in paragraph (h);
- To establish and review communications systems in the group, and with and between local groups in the district, for use when a disaster happens;
- To ensure information about an event or a disaster in the district is promptly given to the State group and each local group in the district;
- to prepare, under section 53, a district disaster management plan;
- to perform other functions given to the group under this Act;
- to perform a function incidental to a function mentioned in paragraphs
- to (m).

EMAF Component 4 Planning

Key outcome 4.1

Indicator 4 (c)

2.4 Membership

The DDMG is comprised of persons and representatives as nominated in section 24 of the Act ‘Membership’;

- Chairperson – District Disaster Coordinator
- Deputy Chairperson
- Executive Officer
- A representative of each local government within the district and;
- Persons representing departments whom the QDMC in consultation with the DDC considers appropriate to be represented on the group.

Membership

The core membership of the Charleville District Disaster Management Group is comprised of the following; (*Departmental names current as at July 2022*)

- **Queensland Police Service (QPS)**
 - Chairperson
 - Deputy Chairperson
 - Executive Officer
- **Queensland Fire and Emergency Services (QFES)**
 - Emergency Management
 - Fire and Rescue Service
 - Rural Fire Service

- State Emergency Service
- **Queensland Ambulance Service (QAS)**
- Department of Communities, Housing and Digital Economy (**DCHDE**)
- Southwest Hospital & Health Services (**SWHHS**)
- Department of Energy and Public Works (**DEPW**)
- Department of Transport & Main Roads (**DTMR**)
- Department of Environment and Science (**DES**)
- Quilpie Shire Council (QSC)
- Bulloo Shire Council (BSC)
- Paroo Shire Council (PSC)
- Murweh Shire Council (**MSC**)

Observers

Representatives of the following departments / agencies may be invited to attend DDMG meetings and assist in disaster operations in an advisory and co-operative disaster capacity as required:

- Department of Education & Training, (**DET**)
- Department of Natural Resources & Energy, (**DNRE**)
- Department of Agriculture and Fisheries (**DAF**),
- Australian Red Cross, (**ARC**)
- Energy Queensland, (**EQ**)
- Telstra/NBN,
- Australian Broadcasting Commission (**ABC**),
- Australian Defence Forces – (**ADF - MJOSS/SQ**)
- Bureau of Meteorology – (**BoM**)
- Department of State Development, Infrastructure and Planning (**DSDIP**)
- Queensland Reconstruction Authority (**QRA**)
- Royal Flying Doctor Service (**RFDS**)
- Any other department/agency as deemed appropriate

The Charleville DDMG Contact list is updated at DDMG meetings and is included as Annexure B to this plan.

EMAF Component 3: Capability Integration and 8: Control

- Key Outcomes 3.1 and 8.1
- Indicators 3 (d), 8 (f)

2.5 Functional Lead Agencies

Function	Lead agency	Roles and Responsibilities as detailed in the State Disaster Management Plan 2016
Transport	Department of Transport and Main Roads (DTMR)	Arrangements for the provision of transport resources for the transportation modes of road, rail, air and sea, and transport engineering to support disaster response and recovery operations.
Human and Social Recovery	Department of Communities, Housing and Digital Economy (DCHDE)	Arrangements for the coordination of human and social recovery services including: <ul style="list-style-type: none"> ● Information on the range of recovery services available; ● Information of the physical effects of a disaster; ● Personal support services; ● Financial assistance to eligible applicants under the following schemes: <ul style="list-style-type: none"> ➢ Disaster Relief Assistance; ➢ Associations Natural Disaster Relief; ➢ Special Benefits; ● Provision of counselling and mental health services; ● Longer term accommodation services; and ● Facilitation of community participation in the redevelopment of social networks and community infrastructure.

Health	Department of Health (Q-Health)	Arrangements for the provision of medical and health resources to support disaster response and recovery operations through: <ul style="list-style-type: none"> • Command, control and coordination of medical resources; • Public health advice and warnings; • Transportation of patients; • Psychological and counselling services; and • Ongoing medical and health services required during the recovery period.
Building and Engineering Services	Department of Energy and Public Works (DEPW)	Arrangements for the provision of resources and services pertaining to all engineering disciplines which may be required to assist disaster response and recovery operations.
Emergency Supply	Queensland Fire and Emergency Services (QFES)	QFES coordinates the acquisition and management of emergency supplies and services during major disaster events with the support of the Department of State Development Infrastructure, Local Government and Planning
Communications	Dept of Science, Information Technology and Innovation (DSITI)	Arrangements for the re-establishment of electronic communication links either within a disaster affected area or within areas outside the affected area, and the provision of special communication facilities to support State and Disaster District level operations mounted in support of an affected area.

2.6 Supporting Lead Agencies

Agency	Roles and Responsibilities
Queensland Ambulance Service (QAS)	As contained in section 3D: 'Service's Functions' of the <i>Ambulance Service Act 1991</i> including the provision of ambulance services during rescue and other related activities, transport of persons requiring attention at medical or health care facilities, participate in counter disaster planning, coordinate volunteer first aid groups.
Queensland Fire and Emergency Services (QFES)	As contained in section 8B: 'Functions of the service' of the <i>Fire and Emergency Services Act 1990</i> including the protection of persons, property and the environment from fire and hazardous materials, protection and extrication of persons trapped in vehicles, building or elsewhere.
Queensland Police Service (QPS)	As contained in section 2.3: 'Functions of the service' of the <i>Police Service Administration Act 1990</i> including the preservation of peace and good order, the prevention of crime, upholding the law generally, and rendering help as may be reasonably sought by members of the community.

EMAF Component 4: Planning

- Key Outcomes 4.1, 4.2 & 4.3
- Indicators 4(d) – further evidenced through meeting minutes, reports and emails

EMAF Component 4: Planning and Component 8: Control

- Key Outcomes 4.1, 4.2, 8.1
- Indicator 4 (a), 8(b)(c)(d)(f)

2.7 Meetings

Reporting requirements within the Charleville Disaster District shall in accordance with s. 38 of the DM Act, and Queensland's District Disaster Management Group Guidelines. The DDMG may conduct its business, including its meetings, in a way it considers appropriate.

- **Ordinary** – a meeting which is scheduled and convened on a regular basis at an agreed time (set by the Chairperson). Ordinary meetings are used to address the general business of the group.
- **Extraordinary** – a special meeting convened by the Chairperson in response to an operational event.

Reporting requirements within the Charleville Disaster District shall be consistent with the requirements of Queensland’s Disaster Management Guidelines as follows:

QLD Disaster Management Act 2003:

<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2003-091>

<p>EMAF Component 4: Planning</p> <ul style="list-style-type: none"> • Key Outcomes 4.3 • Indicators 4 (c) (f)
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2.8 Administration

Reporting

Business reporting requirements of the DDMG are to be managed by the Executive Officer. Meetings, status reports and annual operational planning requirements will be maintained in accordance with the Act and guidelines.

Administrative Reporting

- the Chairperson of each LDMG shall provide details in respect to the membership of their group annually to the Executive Officer of the DDMG;
- the District Disaster Coordinator shall provide details in respect to the membership of the DDMG annually to the Executive Officer of the QDMC;
- LDMGs and the DDMG shall, at least twice annually, conduct full meetings of their respective groups and report the outcomes to the Executive Officer, QDMC; and
- Disaster District Functional Committees shall, at least twice annually, conduct full meetings of their respective committee and report the outcomes to the District Disaster Coordinator.

Member Status Reports

Written member status reports on behalf of core member agencies are used to update other DDMG members on the status of the member agency’s disaster management initiatives, projects, training/exercises, community awareness programs, disaster management plans, operations conducted or contact information.

This information assists the DDMG to evaluate the status of the disaster management and disaster operations for the disaster district. Member status reports are to be provided for each.

Annual Reports

A district annual report is to be furnished to the QDMC prior to the end of each financial year. This allows for relevant information to be considered for inclusion in the State group annual report. The Executive officer of the DDMG is responsible for the preparation of this report

<p>EMAF Component 4: Planning</p> <ul style="list-style-type: none"> • Key Outcomes 4.3 • Indicators 4 (c) (f)

3. Capacity Building

3.1 Training

Disaster management training has been identified nationally as an essential means through which agencies and individuals can develop and maintain their disaster management capabilities and capacity. Training can provide the knowledge, skills and proficiency required across the disaster management phases of prevention, preparedness, response and recovery. Furthermore, training is important in ensuring that all agencies can seamlessly integrate their arrangements and contribute to effective and coordinated disaster operations. Disaster management training is one of the activities undertaken to maintain or enhance the Queensland disaster management arrangements. Disaster management training is also identified in the key outcomes of the capability integration component of the Standard for Disaster Management in Queensland.

Section 16A(c) of the Disaster Management Act 2003, establishes the responsibility to ensure that persons performing functions under the Disaster Management Act 2003 in relation to disaster operations are appropriately trained. In accordance with the Disaster Management Act 2003 the Queensland Disaster Management Training Framework (QDMTF) outlines the training to be undertaken by Queensland disaster management stakeholders to support the effective performance of each identified key role. Officers appointed as deputies to a key stakeholder role are also required to undertake the appropriate identified learning pathway. Where an stakeholder has the potential to perform a number of roles, they should ensure they undertake the learning pathways for all the roles. Stakeholders are also encouraged to undertake further elective courses or modules in addition to those outlined in their learning pathway.

A copy of the QDMTF can be found in the Disaster Management Training Handbook

<https://www.disaster.qld.gov.au/dmg/st/Documents/H1027-QueenslandDisasterManagementTrainingFramework.pdf>

This handbook has been developed to support the Queensland Disaster Management Training Framework and it includes the Framework, detailed information on supporting training policy, application of the Framework, training delivery methodologies, stakeholder training requirements, and course and induction overviews. The Framework outlines the core training courses and inductions relevant to the key disaster management stakeholders to support the effective performance of their role. The Framework encompasses the disaster management arrangements themselves and the functions and activities that underpin disaster management and disaster operations in Queensland.

All Stakeholders involved with the Disaster Management Group must undertake the Queensland Disaster Management Arrangements training and undergo an induction process into the group. The Disaster management group will also determine what further training is required based on stakeholders' roles, functions and events relevant to disaster management groups area to enable stakeholders to perform their roles effectively. It is the responsibility of all stakeholders with disaster management roles under the Disaster Management Act 2003 to undertake the training relevant to their role as outlined in the Queensland Disaster Management Training Framework. It is anticipated that all stakeholders will complete the mandatory courses specific to their role within a twelve-month period of commencement in that role.

EMAF Component 3: Capability Integration and 4: Planning

- Key Outcomes 3.1, 3.2, 3.3 & 4.1
- Indicators 3(c)(d)(e)(f)(g) & 4(f)

3.2 Exercises

Exercises are a key component of disaster management strategies and are conducted with the objective of:

- practicing the coordination procedures during an event including;
- activation of Disaster Management Groups;
- activation of District Disaster Coordination Centres;
- information management including dissemination of information in respect to threats and warnings, requests for assistance and providing situation reports
- enhancing the interoperability of agency representatives;
- evaluating emergency plans;
- identifying planning and resource issues;
- promoting awareness;
- developing competence;
- evaluating risk treatment strategies;
- validating training already conducted;
- identifying performance gaps and areas for the potential improvement in the skills of agency representatives involved in disaster management; and
- evaluating equipment, techniques and processes in general.

The DDMG will conduct at least one exercise annually, to include all core members of the DDMG. However, if the DDMG activates in an operational capacity, an annual Exercise is not required. Additionally, on an annual basis, functional committees will exercise their respective sub-plans, independent of the disaster district exercise.

EMAF Component 3: Capability Integration and 4: Planning

- Key Outcomes 3.2, 3.3 & 4.1
- Indicators 3 (b), (e) (g) & 4 (e)

Integrated Lessons Learnt Management Process

Lesson learnt by activation or exercises from either the Charleville DDMG and/or Quilpie, Bulloo, Paroo or Murweh LDMG's is shared within both groups. This is achieved by way of a standing DDMG meeting agenda that engages the groups to share lessons learnt, (by way of evaluations and/or report) share any improvements and identify any deficiencies, providing an integrated management and monitoring process to drive improvements benefitting all stakeholders.

EMAF Component 3: Capability Integration and 4: Planning

- Key Outcomes 3.2, 3.3 & 4.1
- Indicators 3 (b), (e) (g) & 4 (e)

3.3 Post Disaster Assessment

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 disaster including actions, decisions or processes.
- document those processes 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 and,
- assess capability and consider where additional training and/or exercises may enhance capacity.

Guidelines and reporting requirements relating to post disaster assessments are contained within the DDMG Guidelines at: [Disaster Management Guideline](https://www.disaster.qld.gov.au/dmg/Pages/DM-Guideline-2.aspx)
<https://www.disaster.qld.gov.au/dmg/Pages/DM-Guideline-2.aspx>

EMAF Component 3: Capability Integration and 4: Planning

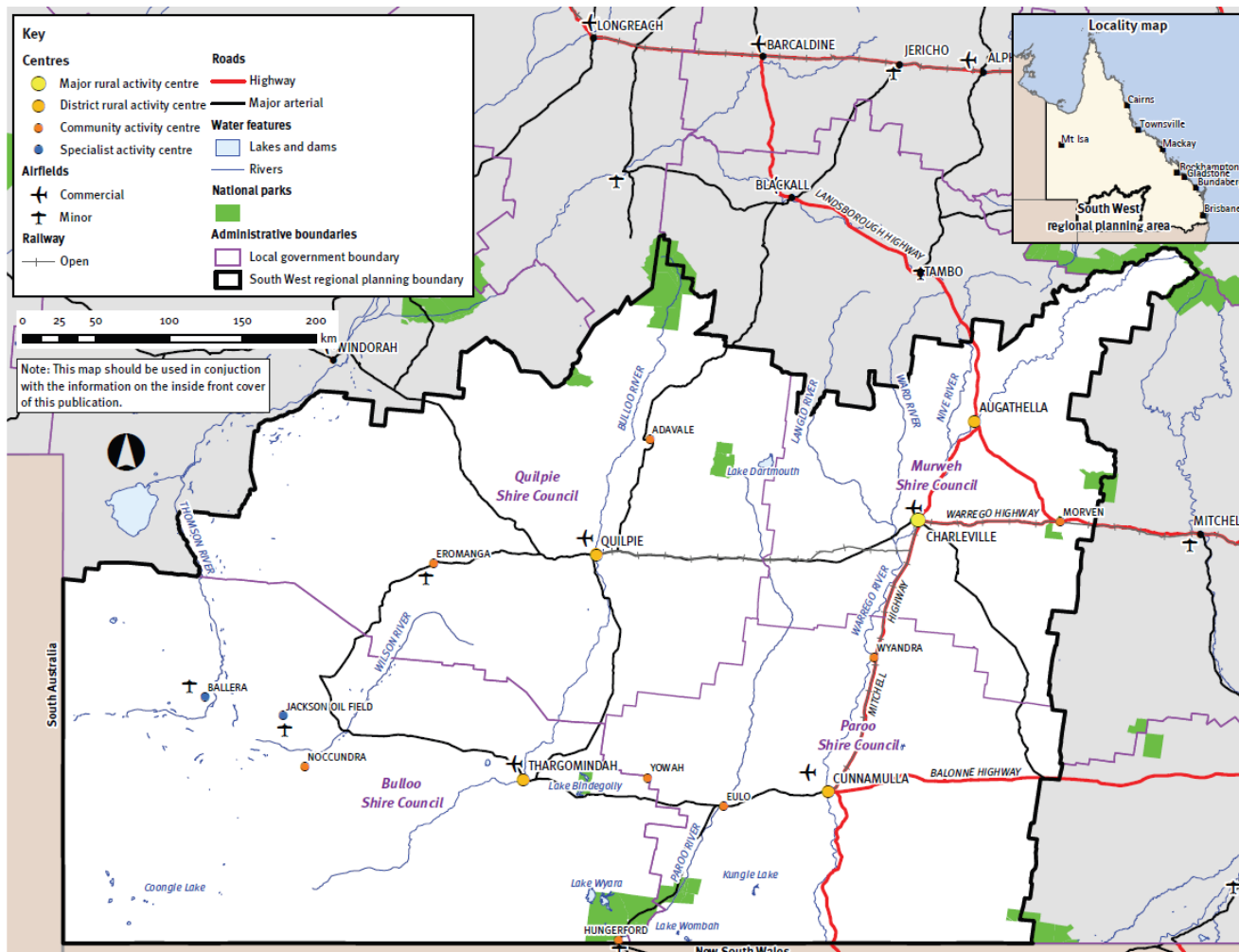
- Key Outcomes 3.3, 4.1
- Indicators 3 (g) (h) & 4 (c)

4. Disaster Risk Assessment

4.1 Community Context

The Charleville District Disaster Management Group (DDMG) comprises the local government areas of the Quilpie Shire Council, Bulloo Shire Council, Paroo Shire Council and Murweh Shire Council.

These councils are required to form a Local Disaster Management Group (LDMG) in accordance with s29 of the Act.



4.2 Geography

The Charleville Disaster District is located in Southwest Queensland and covers an area of 230,000 square kilometres. It is bounded by the Roma Disaster Districts to the east, the Longreach Disaster District to the North and the South Australia and New South Wales state borders to the West and South respectively.

The Charleville Disaster District takes in the catchments of the Warrego, Paroo and Bulloo Rivers and parts of Cooper Creek and the Balonne–Culgoa river system. The Warrego, Paroo and Nebine river systems form part of the northern headwaters of the Murray-Darling Basin, while the catchments in the west of the region, some of which form part of the Lake Eyre Basin, are internally draining. The Channel Country, which includes Cooper Creek, is a broad network of flooded alluvial plains, water courses and swamps.

4.3 Climate and Weather

The Charleville Disaster District climate ranges from arid to semi-arid and has a highly variable rainfall, with an annual average of around 200 millimetres in the far west, to more than 400 millimetres in the east. Average annual daily temperatures range from 13.5 °C to 29.1 °C. Temperatures are, however, quite variable, with the highest temperature of 49 °C recorded in Thargomindah and the lowest temperature of -5 °C recorded in Charleville.

Evaporation significantly exceeds precipitation throughout the region. Drought occurs regularly and floods play a major role in maintaining the ecosystems of the major river systems, particularly in the Channel Country. These conditions are predicted to occur more frequently under future climate change forecasts.

4.4 Demography

The estimated population (2016 Census) of the Charleville Disaster District is 6855. The largest urban population centres in the region are Charleville, with an approximate population of 3335, and Cunnamulla, with an approximate population of 1140. These two centres accounted for more than half the region’s population in 2016. The other settlements in the region all have populations of fewer than 1000 people. The major settlements in the Southwest region are Charleville and Augathella in Murweh Shire, Cunnamulla in Paroo Shire, Quilpie in Quilpie Shire, and Thargomindah in Bulloo Shire. These five major population centres are home to over 70 per cent of the region’s population, with the balance located in the rural and remote areas of the region.

LGA	Population (2016 Census)	Median Age
Quilpie	595	40
Bulloo	353	40
Paroo	1640	46
Murweh	4307	39

4.5 Administrative Centres

4.5.1 Charleville

Charleville is the major rural activity centre in the Charleville Disaster District and has a population of about 3335. Although Charleville has a low urban density, compared to other activity centres in the state, it services—in conjunction with rural activity centres—a vast area of 232 500 square kilometres.

Charleville provides Education to Year 12 as well as regional services for health, including the hospital with visiting specialist services

The Cosmos Centre and Coronas Hotel are two of Charleville’s main tourist attractions, with the conservation efforts of the bilby captive breeding facility also providing a focus for tourists.

Charleville is a major rural regional administrative centre for a range of state government services including Queensland Health and Queensland Police. Charleville is one of four Queensland bases for the Royal Flying Doctor Service of Australia.

4.5.2 Quilpie, Thargomindah, Cunnamulla, Augathella

Quilpie is the local government administration centre for Quilpie Shire and provides a range of services to the community. The railway line to Southwest Queensland ends in Quilpie. It was once an important railhead for the transportation of cattle and wool. Quilpie is also a centre for the opal industry in western Queensland.

Thargomindah is the administration centre for Bulloo Shire and provides a range of facilities for the community. It is also the nearest district rural activity centre to the far south–west gas and oil fields and the South Australian border.

Cunnamulla is the administration centre for Paroo Shire and provides significant local government services for the district. It is also a hub for some state government services and is located on the major inland highway link to New South Wales.

Augathella is the second largest town in Murweh Shire and provides a range of facilities including a primary school, hospital and some state government services.

Quilpie, Thargomindah and Cunnamulla have sealed airstrips and weekly flights by a commercial airline. These airports provide access for the Royal Flying Doctor Service and charter services.

Cunnamulla and Quilpie have educational facilities to Year 12, whilst the other centres have primary school facilities. All these centres have police stations. They have good road access to Charleville; however roads are often cut for part of the year due to floods.

Each of these towns is a centre for district and regional community interactions, such as sports and social events. Historical trends show peaks and troughs in population, investment and employment, based on commodity prices, resource demand and climate.

4.5.3 Eulo, Wyandra, Morven, Adavale, Eromanga, Noccundra, Yowah, Hungerford

Community activity centres in the Charleville Disaster District provide essential services and social interaction for residents in rural and remote locations. They are characterised by low populations, usually fewer than 300 residents. These centres provide a limited range of services such as a single convenience store, primary school, service station, public bar or a combination of these. Most of these centres have limited education facilities, are linked to district health services, have limited access to other government services and may have a single-officer police station.

A town's current service level may be a reflection of a prior higher population. Some services exist due to a single industry or attraction. For example, Yowah and Eromanga are known for their opals. Eromanga is also located near one of the largest oil-producing areas in mainland Australia and includes a small-scale refinery. Other centres, such as Wyandra, were developed during construction of the railway line. Wyandra has a primary school, church, police station, post office and recreation facilities. Hungerford, Noccundra and other similar settlements have historic significance and provide recreational facilities for tourists and locals. Both Hungerford and Noccundra have airstrips which provides access to RFDS.

4.5.4 Jackson Oil Field, Ballera, Tabot

The oil field at Jackson and the gas reserves at Ballera and Tarbot are all located in the far south-western part of the region, centred on the Cooper and Eromanga basins. They are owned and managed by Santos Ltd. They are also the locations of the main workers' accommodation facilities in this part of the region, although there are several outlying satellite settlements such as Watson, Tickalara Cooroo and Naccowlah. The Jackson, Ballera and Tarbot settlements provide accommodation and facilities for between 300 and 500 workers who fly-in and fly-out on a regular basis to Adelaide, Brisbane and beyond. Ballera is serviced by a jet-capable, sealed airstrip. All three centres are accessible from Quilpie and Thargomindah via a sealed, single-lane road.

4.6 Communication

Telecommunications operations within the area are primarily Telstra and NBN providing coaxial or optic fibre cabling and there is mobile phone coverage provided by Telstra, Optus and Vodafone. Mobile phone reception is generally adequate in the major towns within the region, however away from these areas, reception is generally poor, and pockets of no reception exist in the region.

Organisations equipped with dedicated two-way radio systems include: Energy Queensland; Queensland Police Service; Queensland Fire and Emergency Service; Queensland Ambulance Service; Queensland Parks and Wildlife and the local State Emergency Service. Due to the topography of some parts of the region, difficulties in coverage by two-way radio systems are frequently encountered.

The bulk of properties in the region can receive a range of TV programs, AM Radio and FM Radio stations. Local print media services include newspaper, localised town newsletters and social media.

4.7 Food Supply

There are food and grocery shops located in most towns within the Charleville Disaster District. Shops and supermarkets in the region carry quantities of food and it is estimated that this is sufficient to provide for the population for up to three (3) days with a minimum of inconvenience. Smaller regional centres access food from larger centres and from small usually multi-purpose take-away food/fuel outlets providing only essential and basic items.

5. Industry

5.1 Primary Production

Economic activities in the South West consist of oil, gas and gemstone (opal) extraction, beef, sheep and game meat processing, and some cropping. Tourism is also a major contributor to the economy, particularly during cooler times of the year. Retail trade is a significant employer in the rural centres. Agricultural production in the South West is typically worth around \$162 million per annum, with the vast majority of this value made up of stock production and sales.

5.2 Energy and Mineral Resource Development

There is an extensive network of oil and gas pipelines in the South West. These pipelines transport oil and gas extracted from the region to Brisbane and Adelaide. Infrastructure for petroleum and gas extraction will be provided in the region on a commercial basis. The Cooper and Eromanga basins are the main sources of oil from mainland Australia. The fields originally contained more than 360 million barrels of oil, of which about 110 million barrels will be recovered. 43 Additional reserves have been discovered in the South West. The Jackson oil field facility accepts production from about 40 oil fields containing about 182 oil wells through approximately 250 kilometres of pipelines and flowlines. Produced oil was dewatered and sent via the 797-kilometre pipeline network connecting Jackson oil field to the Lytton oil refinery in Brisbane until its closure in 2007. Crude oil is trucked or transported via pipeline to Brisbane and South Australia.

Oil from Tarbot is also piped to the Jackson oil field. The Ballera facility accepts production from about 45 gas fields containing about 130 producing gas wells, through approximately 450 kilometres of pipeline and flowlines. Gas goes to Mt Isa via an 800-kilometre pipeline and to Wallumbilla for transportation on to Brisbane via an 1100-kilometre pipeline. Gas is also sent to Adelaide. The South West's extensive network of pipelines provides for further exploration and development of the energy industry in the region. Ballera has a jet-capable, sealed airstrip that provides workers with access to the Jackson oil field and Ballera, as well as the facilities in the basin. Accommodation is currently provided for some 300–500 workers on a fly-in and fly-out basis.

A large proportion of Queensland's gem quality opals are mined in the South West. Opal mining also plays an important part in the region's tourism economy. Natural precious opals are found in boulder opal, which is unique to Queensland. Found in weathered sedimentary rocks in the state's west, they range in size from less than a few centimetres to more than 20 centimetres. Yowah, in the South West, is known for Yowah-nuts, where concretions form distinct bands through the ironstone.

6. Emergency Services Organisations

6.1 Queensland Police

The Queensland Police Service (QPS) is the law enforcement agency responsible for policing within the Charleville Disaster District. Queensland Police have stations located at Charleville, Augathella, Morven, Cunnamulla, Wyandra, Eulo, Thargomindah, Hungerford, Quilpie, Eromanga and Adavale.

Station locator: <https://www.police.qld.gov.au/contacts.html>

6.2 Queensland Ambulance

The QAS operates as a state-wide service within Queensland Health and is accountable for the delivery of pre-hospital ambulance response services, emergency and non-emergency pre-hospital patient care and transport services, inter-facility ambulance transport, casualty room services, and planning and coordination of multi-casualty incidents and disasters. Within the Charleville District, Queensland Ambulance have stations located at Charleville and Cunnamulla

Hospital based stations are located at Quilpie, Augathella, Morven and Thargomindah.

Ambulance Stations are located across the disaster district. For specific locations, refer to the Qld Ambulance Service website,

Station locator: <https://www.ambulance.qld.gov.au/contacts.html>

6.3 Queensland Fire and Emergency Services (Urban)

The Queensland Fire and Emergency Services (QFES) is the primary provider of fire and emergency services in Queensland. Queensland Fire and Emergency Services (Urban) Fire Stations are located at Charleville, Quilpie, Augathella, Cunnamulla and Morven.

6.4 Queensland Fire and Emergency Services (Rural)

The Rural Fire Service cover all the areas outside the 'urban footprint' in fire operations and aid in other emergencies under the umbrella of QFES as one organisation as required. Within the Charleville District the rural fire service has units based at Charleville, Eromanga, Eulo, Hungerford, Thargomindah Wyandra and Yowah. Additionally, there are Primary Producer brigades making up additional RFS volunteers and resources throughout the DDMG area.

6.5 State Emergency Service

The Queensland State Emergency Service (SES) is a "not-for-profit, community, volunteer, emergency service organisation" that is enabled by both State and local governments. The Charleville District SES Area has SES Groups based at Charleville, Wyandra, Cunnamulla, Eulo, Yowah, Thargomindah, Quilpie and Eromanga

For specific locations, refer to the State Emergency Service website, unit locator:

<https://www.ses.qld.gov.au/about/Pages/Locations-and-Contacts.aspx>

6.6 Health

A range of health services are currently funded by Queensland Health for the South West communities. These services are provided from the activity centres of Charleville, Cunnamulla, Quilpie, Augathella, Thargomindah and Morven or through access to larger facilities in Toowoomba and Brisbane. A number of visiting specialist services are also provided and service delivery varies, with some services offered daily, while others range from weekly to annually. Charleville is the key health service provider for the South West, with Cunnamulla the secondary service provider. Primary emergency services are available out of each centre, with the exception of Morven, where after-hours emergency services are provided through Charleville.

6.7 Royal Flying Doctor Service (RFDS)

Charleville is a base for the RFDS. Services from this centre include medical chests, remote medical consultations, aeromedical retrievals, and primary health care clinics. RFDS services all towns within the Charleville Disaster District as well with some isolated properties also having adequate air strips for RFDS to land.

7. Transport

7.1 Road - Major roads in Charleville DDMG area carry a higher-than-average proportion of commercial heavy vehicles and tourism traffic, such as caravans and campervans. Increases in traffic volume on some major routes are exceeding 10 per cent per year. Traffic growth can be expected to continue, given increased resources and tourism development within South West Queensland.

These road networks are well formed, bitumen sealed, all-weather roads that carry interstate transport as well as regional traffic. Other major roads that traverse the region are a mixture of well-formed bitumen sealed and non-sealed gravel roads. There is also a network of mostly formed and a few unformed local roads. Some of these roads have gravel surfaces and are therefore susceptible to damage from water run-off.

Local flooding and associated road surface damage routinely impacts the road network within the region following rain events and activity.

7.2 Rail

Rail use has declined in the South West, although it still plays a vital role in the transport of freight to the Port of Brisbane. Passenger rail services also play a role in the development of the region's tourism industry, however, challenges to rail's viability include road transport and increasing freight charges. Rail links include Brisbane to Charleville and Charleville to Quilpie.

7.3 Air

Air transport experienced an increase in passenger and freight volumes prior to 2020 with regular services being reduced during the COVID 19 pandemic. A return to regular services similar to pre 2020 is being observed in most locations. Scheduled

passenger services currently operate from Brisbane to Charleville, Cunnamulla, Thargomindah and Quilpie. Air transport plays an important role in the development of the region's oil and gas resources, with its dependence on a fly-in and fly-out workforce.

7.4 Stock Route

Stock routes are an important part of the transport network and are regulated under state legislation and managed by local government. Stock routes provide vital links for graziers moving stock around the region, or moving stock from one region to another, particularly during drought.

8 Hazards

The hazards to which the Charleville Disaster District is susceptible could come from one or more causes of risk including Natural, Socio-natural and Anthropogenic sources. There is the possibility that one event may affect more than one Local Government area in the district. The hazards analysis conducted in respect to the disaster district identified that the most serious events in terms of probability of occurrence and seriousness of the consequences are, but are not limited to:

- Major Flooding
- Severe Storm
- Dam failure
- Riverine oil spill
- Chemical/Gas hazards
- Bushfire
- Urban Structural Fire
- Mass Casualty Transport Incidents Road/Rail or Air
- Animal & Plant Disease (Biosecurity)
- Insect/vermin plague
- Terrorist Activity
- Space Debris Re-entry
- Earthquake
- Pandemic

The State-wide Natural Hazard Risk Assessment 2011 (SNHRA) provides detailed explanations of hazards faced by communities across Queensland. While there are references to events in the Charleville District, it is not totally inclusive and offers guidance for planning and identifies examples of state-wide mitigation processes.

EMAF Component 1: Hazard Identification and Risk Assessment

- Key Outcomes 1.1
- Indicators (a, c, d)

9 Risk Assessment

9.1 Risk Management Process

Risk management processes conducted by the group are to be in line with the Queensland Emergency Risk Management Framework (QERMF). This process applies a proven, standardised and internationally recognised approach to the prioritisation, mitigation and management of risk. This includes the identification of capacity gaps and residual risk between stakeholders and the QDMA. This assist to directly inform planning and resource allocation, and to promote active communication, cooperation and coordination.

The QERMF derives risk methodology from Australian and International sources, including ISO 31000:2009 Risk management – Principles and guidelines, and National Emergency Risk Assessment Guidelines (NERAG).

Disaster District risk assessments and any subsequent reviews are conducted by members of the Charleville DDMG, and any other key advisors as deemed appropriate.

EMAF Component 1: Hazard Identification and Risk Assessment

- Key Outcomes 1.1
- Indicators (a, c, d)

9.2 Risk Identification

Sources of risk (Hazards) will be identified based on local knowledge, previous events, available information and in consultation with relevant stakeholders. A comprehensive and systematic approach will ensure risks are identified and recorded. This will be achieved through effective consultation with local expertise and through the analysis of historical information.

9.3 Risk Analysis

Risk analysis is the process through which the level of risk and its characteristics are determined through assessing the adequacy and appropriateness of existing controls and the prioritisation of risks. Risk analysis will examine the interaction between the likelihood, vulnerability and consequences to determine the overall risk. It involves consideration of the likelihood of a hazard eventuating, the vulnerabilities associated with the area under consideration and the consequences that may occur if the risk eventuates.

To establish Risk, the methodology will consider Likelihood, Vulnerability and Exposure and Consequence. This inject of Vulnerability into the process assists to assess what aspects of the area/community are vulnerable prior to an event occurring.



9.4 Likelihood

This step assists in identifying the most credible likelihood of an event occurring, based on historical data. It relies on using the Likelihood Table (see Table 1, below) which provides rankings based on frequency and severity of hazards using the past 50 years of meteorological and geological observations. The same system can be applied to anthropological hazards.

Whilst information specific to the Charleville Disaster District can be derived from agencies, including Bureau of Meteorology and Geoscience Australia, consideration should also be given to local area observations.

Likelihood Table		
Historical Likelihood	Likelihood Level	Definition
Has occurred 3 or more times in the last year or at least each year over the last 5 years	Almost Certain	Almost certain to occur in most cases
Has occurred twice in the last 5 years	Likely	Likely chance of occurring in most cases
Has occurred twice in the last 10 years	Possible	Might occur in most cases
May occur, and has occurred once in the last 20 years	Unlikely	Not expected to occur in most cases
May only occur in exceptional circumstances or has occurred only once in the last 50 years or more	Rare	Will only occur in exceptional circumstances and has not occurred in most cases

Table 1 – Likelihood Table

9.5 Vulnerability

Vulnerability considers the level of vulnerability for an area/site/community. The vulnerability table provides levels ranging from ‘**extreme**’ vulnerability to ‘**very low**’ vulnerability. In assessing the level of vulnerability, key concepts are included that assess the level of vulnerability for an area/site/community which considers certain aspects that sustain a community.

These include:

- recovery from a loss of essential infrastructure;
- rebuild/repair of essential infrastructure;
- access/resupply to or evacuation from the area/site/community;
- topographic features of the area/community/site that have a direct relationship to a hazard;
- demographic features of the area/site/community that typify the population as vulnerable; and
- health support services available in the area/site/community.

Factoring vulnerability into the methodology allows for consideration of individual characteristics of a community ensuring risk management planning is ‘fit for purpose’ for that area. Opportunities to reduce risk can often be attained through addressing community vulnerabilities.

EMAF Component 1: Hazard Identification and Risk Assessment, 2: Hazard Mitigation and Risk Reduction and 3: Capability Integration

- Key Outcomes 1.1, 1.2, 1.3, 2.1, 2.2 and 3.1, 3.2, 3.3
- Indicators 1 (a) (b) (d) (g) | (f), 2 | (f) (g) (i) and 3 (a) (d) (f)

9.6 Consequences

In determining the level of consequence of an event, or risk eventuating, an assessment is conducted of key features of a community, including:

- **people** – in terms of numbers of casualties and deaths from a risk eventuating;
- **financial/economic** – impacts from a risk eventuating to the Queensland economy, which may include Gross Domestic Product (GDP), significant industries and essential infrastructure;

- **community/social** – aspects such as objects of cultural significance and community cohesion;
- **Built Environment** – Buildings, critical infrastructure and essential services (power/water/sewerage/transport)
- **public administration** – governing bodies ability to cope within the response and recovery phases and the level of critical media reporting directed at governing bodies associated with the event and the level of public confidence in governing bodies; and
- **environmental** – the level of damage of destruction to ecosystems or species.

The levels range from ‘catastrophic’ to ‘insignificant’ consequences for each of these features.

9.7 Risk Matrix

In determining risk levels, a risk matrix is used. The risk matrix (see Table 2 below) combines the likelihood, vulnerability and consequence levels to determine the risk level which ranges from ‘extreme’ to ‘very low’.

1.Likelihood		Rare					Unlikely					Possible					Likely					Almost Certain				
2.Vulnerability		View	Low	Mod	High	Ext	View	Low	Mod	High	Ext	View	Low	Mod	High	Ext	View	Low	Mod	High	Ext	View	Low	Mod	High	Ext
3.Consequence	Insignificant	VL1	VL2	VL3	L4	L5	VL2	VL3	L4	L5	L6	VL3	L4	L5	L6	M7	L4	L5	L6	M7	M8	L5	L6	M7	M8	H9
	Minor	VL2	VL3	L4	L5	L6	VL3	L4	L5	L6	M7	L4	L5	L6	M7	M8	L5	L6	M7	M8	H9	L6	M7	M8	H9	H10
	Moderate	VL3	L4	L5	L6	M7	L4	L5	L6	M7	M8	L5	L6	M7	M8	H9	L6	M7	M8	H9	H10	M7	M8	H9	H10	H11
	Major	L4	L5	L6	M7	M8	L5	L6	M7	M8	H9	L6	M7	M8	H9	H10	M7	M8	H9	H10	H11	M8	H9	H10	H11	E12
	Catastrophic	L5	L6	M7	M8	H9	L6	M7	M8	H9	H10	M7	M8	H9	H10	H11	M8	H9	H10	H11	E12	H9	H10	H11	E12	E13

Table 2 - Risk Matrix

9.8 Risk Evaluation

Evaluating risks involves determining which risks are tolerable and which risks require further attention or treatment. The criteria for determining tolerability could depend on various internal and external influences such as:

- prevailing political, stakeholder or community sensitivities and expectations;
- the nature and type of event;
- existing or emerging event trends;
- strategic or organisational priorities;
- resources available for treatment, and
- the ability of the organisation, community etc. to absorb the losses.

Decisions on the level of tolerability of risk establish criteria for treatment of risks. These may include categories such as:

- treat immediately;
- treat in the near future;
- treat in the longer term; and
- monitor

9.9 Risk Treatment

Risk treatment strategies aim to determine and implement the most appropriate action(s) to reduce risk to community elements. Residual risk is the risk that is beyond capacity and capability of the local community and disaster management arrangements to manage, considering risk controls.

Risks outlined in the District Risk Register are analysed by members of the Charleville DDMG with a view to identifying strategies for risk treatment. The allocation of responsibility for the implementation of risk treatment strategies, monitoring and reporting shall be determined by members of the DDMG under the guidance of the DDC.

To progress any treatment options, the DDMG is to request relevant responsible agencies to incorporate specified risk treatment strategies into their agency corporate planning processes for recognition and implementation.

In instances where the applications of treatment strategies at district level are identified as not being adequate and residual risks remain, the DDMG is to determine whether risk transfer or risk sharing with the QDMC is a treatment option. In those instances, the DDMG is to document and notify the QDMC of these with a view to transferring or sharing the risks.

A review of the district risk treatment plan shall be conducted in conjunction with any district risk assessment review process.

9.10 Decision Log

The decision log and any supporting documentation associated with the risk register should outline and record predominately 'key decisions' in the assessment of risks, including the rationale behind judgements and who has been involved in making these decisions while preparing the risk register. In instances where the risk is transferred to the QDMC, the rationale should be clearly outlined and defensible. The decision log captures succinctly, and efficiently critical attributes of key decisions made during the risk assessment process where additional detail is required. This allows for transparency in making decisions and clearly outlines those involved in the process.

9.11 Monitoring and Review

The risk assessment must be reviewed annually and where required updated to ensure it is current and relevant, given changing priorities, perception and culture.

Lessons learned from training exercises and the results of evaluations after responses to events will be used to inform assessment activities. Issues identified as a part of the risk management assessment process will inform future exercise programs as part of treatment options.

The monitoring and review process are to be documented as part of the risk assessment reporting, including:

- ensuring the identified controls are operating effectively and adequately and have not changed over time,
- ensuring the best and most up-to-date available information is used as evidence for the likelihood, vulnerability and consequence levels,
- incorporating information from emergency events that may have occurred since the last risk assessment,
- accounting for changes in the context of the risk assessment, and
- identifying and accounting for emerging risks.

EMAF Component 1: Hazard Identification and Risk Assessment and 2: Hazard Mitigation and Risk Reduction

- Key Outcomes 1.1, 1.2, 1.3, 2.2 and 2.3
- Indicators 1 (a) (c) and 2 (e) (i) (j) (k)

OPERATIONS

10 Response Strategy

10.1 Warning Notification and Dissemination

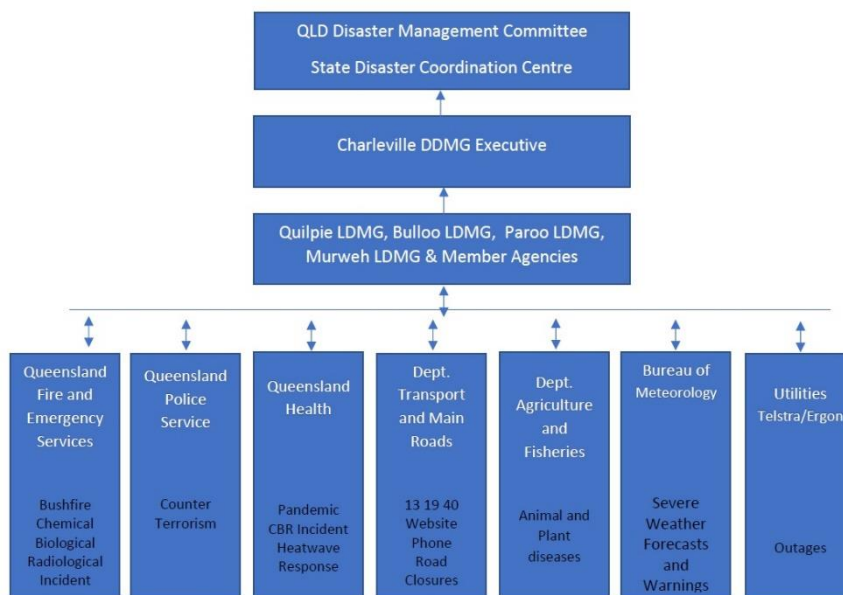
The Charleville DDMG has a responsibility to ensure warnings are disseminated to members of the LDMG, DDMG, QDMC, member agencies and the community. Multiple means of communication are used, and agencies are responsible for communicating within their organization as per the QDMA structure.

This process takes into consideration, rapid onset events and will utilise all available communication means including email and text message.

The warning notification process is reviewed annually with contact lists updated quarterly by exception, as roles and positions change.

The following diagram represents information flow of warning notification/s from a District level only. This flow chart does not diminish from the methodology local governments use to manage warnings in their respective areas.

Warning Notification Information Flow



Methods of communication include (but are not limited to):

- Email
- Telephone (landline/mobile/satellite)
- Teleconference/videoconference/skype
- Facebook/Twitter & other social media platforms
- Disaster Dashboards
- UHF/HF radio

EMAF Components 5: Public Engagement, 6: Communications Systems, 7: Warnings, 8: Control, and 10: Cooperation and Coordination

- Key Outcomes 5.1, 6.2, 7.2, 8.1, 10.1
- Indicators 5 (b), (d) (f), 6 (a) (d), 7(b) (c) (e) (g), 8 (b) (c) (d), 10(b)

10.2 Emergency Alert

Emergency Alert (EA) is one of the tools that can be used to warn communities of an impending emergency and is a critical element of emergency response. The Queensland Emergency Alert Guidelines govern the use of EA in Queensland. These guidelines are located at: [Emergency Alert Guidelines](#)

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

As the use of EA can be time critical for a community. The process for requesting an EA does not involve a bureaucratic approval process. EA provides the capability to send warning messages to mobile telephones based on the

geographical location of the device. A polygon detailing the, at risk area can be developed to target all devices within the specific area.

QFES is the lead functional agency for the management and administration of EA in Queensland.

Each local government has pre-prepared Emergency Alerts for hazards in their area. Furthermore, each LDMG has the key responsibility for developing and submitting for approval all Emergency Alerts to be disseminated during an event.

EMAF Component 5: Public Engagement, 6: Communication Systems; 7: Warnings, 8: Control, and 10: Coordination and Cooperation

- Key Outcomes 5.1, 6.2, 7.1, 7.2, 8.1, and 10.1
- Indicators 5 (b) (d) (f), 6 (a), 7 (b) (c) (e), 8 (b) (c) (d) (e), and 10 (a) (b)

10.3 Activation and Triggers for Response

The authority to activate the Charleville District Disaster Management Plan is vested in the Chairperson/Disaster District Coordinator, or in that person’s absence the Deputy Chairperson. This should occur following consultation with one or more of the following; the Chair of the QDMC and/or DDMG; the Chair of a LDMG; a member of the DDMG and/or a member of a response agency.

The DDC should determine when, and to what extent, the DDMG should activate in support of an event, and may bypass initial levels of activation where appropriate to the event. Activation is scalable and does not necessarily mean the convening of all members of the DDMG or the activation of the DDCC. Activation activities can be as minimal as the provision of information to DDMG members regarding the risks associated with a potential or imminent hazard impact.

EMAF Component 4: Planning, 8: Control, 9: Command, 10: Cooperation and Coordination, and 11: Operational Information and Intelligence

- Key Outcomes 4.1, 8.1, 8.2, 9.1, 10.1, and 11.2
- Indicators 4 (f), 8 (b) (c), 9 (c), 10 (a) (b), and 11 (d)

The four levels of activation, as defined in the SDMP, are detailed tabled below.

Level of Activation	Definition
Alert	A heightened level of vigilance and preparedness due to the possibility of an event in the area of responsibility. Some action may be required, and the situation should be monitored by staff capable of assessing and preparing for the potential threat.
Lean forward	An operational state 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.

Stand down	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.

10.4 District Disaster Coordination Centre (DDCC)

10.4.1 DDCC Venues

The Charleville District Disaster Coordination Centre Operating Procedures (Refer Appendix F) should be reviewed for comprehensive guidelines on the establishment and management of the Centre.

The **Primary** District Disaster Coordination Centre (DDCC) is located at:

Charleville Police Station
59 Alfred Street Charleville
QLD 4470

A **Secondary** DDCC is located at:

Charleville Fire Station
96 Galatea Street Charleville
QLD 4470

These venues are fully equipped with computers, fax machine, photocopier, telephones, and welfare facilities. Both buildings are equipped with a generator as an alternate power supply in the event main electricity power supply is disrupted.

The exact location of the Coordination Centre will be determined by the DDC in consultation with the Executive Officer, Local Disaster Coordinator and appropriate members of the DDMG. DDCC staff and DDMG members will be advised of the location when the DDMG moves to Lean Forward status.

10.4.2 Staffing of the DDCC

The **Centre structure** will consist of:

- DDC
- Deputy DDC
- Executive Officer
- Operations Officer
- Planning Officer
- Intelligence Officer
- Administration and Logistics

The **Support Team** will include:

- Telephonists
- Registry Officer
- Agency Liaison Officers will attend the DDCC as required
- Overall management of the District Disaster response is the responsibility of the DDC.
- Management of the DDCC is the responsibility of the appointed XO.
- The minimum staffing level required to operate the Centre is at the discretion of the DDC. In general, there will be two teams working opposing shifts who will staff the Centre.
- DDCC staff will be drawn from the Charleville Patrol Group and personnel from various participating Government and non-Government Departments / Agencies.

Overall management of the District Disaster response is the responsibility of the DDC.
Management of the DDCC is the responsibility of the appointed XO.

If the activation continues for an extended timeframe, fatigue management principles will apply. Coordination centre staff will be sourced in the first instance from within Charleville Police Patrol Group, requests for additional QPS staff will be managed internally in conjunction with the stand up of a Police Operations Centre (POC).

Member and advisory agencies will be required to manage fatigue of their staff in line with internal agency, policy and procedures.

Business Continuity

It is necessary to take reasonable steps towards planning for unplanned events that are likely to impact on normal DDCC functionality. To this end, a secondary DDCC site has been identified. The nature of disaster management is dynamic, and planning cannot cover all possible scenarios. Assessment regarding business continuity with respect to the functioning of a DDCC will be made during the event.

10.4.3 Induction/Briefings

An induction briefing will be provided to all new personnel required to work within the DDCC. This induction will include issues relating to the layout of the building, DDCC processes, evacuation procedures, and workplace health and safety issues.

11. Operational Reporting

11.1 District Situation Reports (SITREPS)

Once the Charleville DDCC receives all local and agency SITREPs, it is the responsibility of the XO to maintain the SITREP update board (13) on DIEMS so that the SDCC is provided with real time/accurate situational awareness and reporting to enable the preparation of the 'State Update'. Details should include all relevant information/issues surrounding the disaster situation and planning projections into the future.

- (a) The DDCC shall advise the SDCC Watch desk once the DDMG is activated;
- (b) Once activated, the DDMG will provide real time situational reporting on the event and disaster management operations of local and district groups via the SITREP update board.

EMAF Component 4: Planning, 6: Communication Systems, 8: Control, 9: Command, 10: Cooperation and Coordination, 11: Operational Information and Intelligence, and 12: Resource Management

- Key Outcomes 4.1, 4.2, 6.1, 6.2, 8.1, 8.2, 9.1, 9.2, 10.1, 11.1, 11.2, and 12.1, 12.2
- Indicators 4 (a), 6 (b,d,f), 8 (b,c,d,e,f), 9 (d,e), 10 (a,b,c,d), 11 (a,b,c,d,e) 12 (a,b,c,d,e)

11.2 Disaster Declaration

Where the District Disaster Coordinator considers it is necessary for a disaster declaration within the Charleville Disaster District, the DDC will, subject to availability, take reasonable steps to consult with the district group and each local government whose area is in, or partly in, the declared area for the disaster situation.

Where possible and if time permits, the DDC will also discuss the outcome of any consultation with members of the Charleville District Disaster Management Group during an extra-ordinary meeting of the group.

The Executive Officer is responsible for preparing relevant documentation on behalf of the District Disaster Coordinator for consideration by the Minister for Police and Emergency Services.

If circumstances prevent such processes to be undertaken the District Disaster Coordinator will act independently to declare the disaster and subsequently seek verbal approval in accordance with the Disaster Management Act 2003 and report the decision subsequently to the DDMG and the LDMG.

11.3 Functional Plans

The State Disaster Management Plan 2018 (State Plan) outlines that functional 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.

The functional plans detail arrangements relating to supporting activities undertaken by functional lead agencies of the DDMG. Functional plans include: 5.6.1 Disaster Operations Functional Plan Register

Functional Group	Responsible person/Lead agency	Key Accountabilities
Transport	Department of Transport (DTMR)	As detailed in the Queensland State Disaster Management Plan including arrangements for the provision of transport resources for the transportation modes of road, rail, air and sea, and transport engineering to support disaster response and recovery operations.
Health	Queensland Health	As detailed in the Queensland State Disaster Management Plan including arrangements for the provision of medical and health resources to support disaster response and recovery operations through: <ul style="list-style-type: none"> • Command, control and coordination of medical resources; • Public health advice and warnings; • Transportation of patients; • Psychological and counselling services; and • Ongoing medical and health services required during the recovery period.
Building and Engineering Services	Department of Public Works and Housing (DHPW)	As detailed in the Queensland State Disaster Management Plan including arrangements for the provision of resources and services pertaining to all engineering disciplines which may be required to assist disaster response and recovery operations.
Emergency Supply	Queensland Fire and Emergency Services (QFES)	QFES coordinates the acquisition and management of emergency supplies and services in support of disaster operations - by the SDCC Watch Desk outside of activation of the SDCC, and by the Logistics Capability when the SDCC is activated
Communications	Dept of Science, Information Technology and Innovation	As detailed in the Queensland State Disaster Management Plan including arrangements for the re-establishment of electronic communication links either within a disaster affected area or within areas outside the affected area, and the provision of special communication facilities to support State and Disaster District level operations mounted in support of an affected area.
Human and Social Community Recovery	Department of Communities, Child Safety and Disability Services	As detailed in the Queensland State Disaster Management Plan including arrangements for the coordination of human and social community recovery services including: <ul style="list-style-type: none"> • Information on the range of recovery services available; • Information of the physical effects of a disaster; • Personal support services; • Financial assistance to eligible applicants under the following schemes: <ul style="list-style-type: none"> • Disaster Relief Assistance; • Associations Natural Disaster Relief; • Special Benefits;

	<ul style="list-style-type: none"> • Provision of counselling and mental health services; • Longer term accommodation services; and • Facilitation of community participation in the redevelopment of social networks and community infrastructure.
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EMAF Component 4: Planning

Key Outcomes 4.1, 4.2, 4.3

- Indicators 4 (a)

11.4. Request for Assistance

11.4.1 Request for Supplies and Equipment

The District Disaster Management Group as an entity does not possess any resource reserves. All resources within the disaster district are owned and managed by the Quilpie Shire Council, Bulloo Shire Council, Paroo Shire Council, Murweh Shire Council, government departments, corporate entities or private business operators. Available resources which may be necessary for disaster response activities may be requested from these entities as required. A copy of local disaster management plans is available on the respective council websites or from the respective council offices.

Where a resource or service which is required to conduct disaster response activities is not available within the jurisdiction of the LDMG, the LDMG may request assistance from the DDMG to provide such resources.

11.4.2 Resupply

Due to the nature of some disasters there will be occasions where areas within the disaster district become isolated for a lengthy period, necessitating the need to resupply provisions to that area.

Local Disaster Management Groups, who require assistance in the form of community resupply of provisions, shall request the assistance from the DDMG in arranging this resupply. Such requests shall be in the approved form (Request for Assistance or Isolated Community Resupply).

Efforts should be made in the first instance to provide the requested resupply of provisions from within the capability and capacity of the DDMG. Where a DDC organises a resupply operation from within District resources they should ensure that suitable measures have been activated under SDRA or NDRRA to ensure cost recovery. Should such measures NOT be activated, then they should seek State approval under this policy to ensure financial cover is available.

Where a DDC receives an RFA for resupply operations which is outside of the capability or capacity of the DDMG, the RFA is to be forwarded to the SDCC to enable the provision of the request from the LDMG.

The [Queensland Resupply Guidelines](#) outline the governance and operational process relating to the resupply of essential goods to communities within Queensland

11.4.3 Emergency Supply

During a disaster related event or during a rapid onset event, the situation may arise whereby members of the community require the supply of essential items and goods to maintain their health and well-being until more permanent arrangements may be made.

As detailed in the Queensland State Disaster Management Plan the arrangements for the provision and issue of emergency supplies to support disaster response and recovery operations, including arrangements for the procurement, coordinated delivery and management of emergency supplies and associated services is the role of QFES.

At the district level, the coordination of emergency supply is the responsibility of the QFES DDMG member to the group of their delegated representative. Emergency supply may be conducted by the QFES representative from within the DDCC or another appropriate location (IOC/ROC/SOCC) as determined necessary in the circumstances.

11.4.4 Financial Management

Due to the nature of many disaster situations, finance operations will often be conducted with compressed time constraints and other pressures, necessitating the use of non-routine procedures. Expenditure is on a cost-recovery basis and must meet current Government Disaster Relief and Recovery Arrangements Guidelines to be considered for reimbursement. Guidelines for these arrangements are located at:

<https://www.qra.qld.gov.au/funding/drfa>

The DDMG should predetermine event-related financial management arrangements to ensure costs are appropriately endorsed and captured from the onset of operations. The DDC, in consultation with the DDMG Executive Team, is responsible for establishing and maintaining financial management procedures for the DDCC.

Each support agency is responsible for providing their own financial services and support to its response operations relevant to their agency.

All processes are performed in accordance with the Queensland Government Financial Management Practice Manual and therefore in compliance with section 46M of the Financial Administration and Audit Act 1977 and other prescribed requirements.

EMAF Component 12: Resource Management

Key Outcomes 12.1, 12.2, 12.3

- Indicators 12 (a), (b), (c), (d), (e)

12 Hazard Specific Arrangements

Whilst Queensland has adopted an all hazards approach to the development of disaster management arrangements, it is important to acknowledge that some hazards have characteristics that may require a hazard specific approach.

There may be a range of hazard specific plans developed by the relevant hazard specific primary agency the DDMG needs to consider as supporting references to the main DDMP.

These may include:

- Plant and Animal Disease;
- Terrorism;
- Bushfire; and
- Pandemic

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

All hazard specific plans are to address the hazard actions across all PRR phases and include information on how the QDMA links with the hazard specific arrangements and provides support to the primary agency in the management of the hazard specific event.

Specific planning is required for these arrangements as their coordination and operational procedures can be different to those of the QDMA.

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.

A generic hazard specific arrangements structure and linkages and communication flow to the broader QDMA is outlined in the SDMP.

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.

EMAF Component 4: Planning, 1: Hazard Identification and Risk Assessment

Key Outcomes 4.1, 4.2, 4.3, 1.1

- Indicators 4 (a), 1 (c)

Specific Hazard	Primary Agency	State and National Plans
Animal and plant disease	Department of Agriculture & Fisheries	Queensland Veterinary Emergency Plan Australian Veterinary Emergency Plan
Biological (human related)	Queensland Health	State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents
Bushfire	Queensland Fire and Emergency Services	Wildfire Mitigation and Readiness Plans (Regional)
Chemical	Queensland Fire and Emergency 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 Safety QLD)	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

The following threat specific documents should be read as complementing the Charleville District Disaster Management Plan:

12.1 Threat Specific Plans

- Department of Agriculture and Fisheries – Emergency Animal Disease.
- Queensland Biosecurity Strategy -
- Queensland Fire and Emergency Services (Rural) – Wildfire Contingency Plan
- Emergency Action Plans (Referable Dams)
- Charleville DDMG Pandemic Sub Plan -
- Charleville DDMG Communications and Stakeholder Engagement Sub Plan

12.2 Operational Plans

The DDMG has developed several operational plans for use during response and recovery phases undertaken prior to, during and after disaster events. These operational plans have been developed to assist in the mitigation of residual risk passed from the local to district level. It is the responsibility of the XO to ensure these plans are reviewed annually in consultation with the Chair of the DDMG and member agencies. These plans include,

1. District Disaster Coordination Centre Standard Operating Procedures.
(Available as separate document)
2. Human Social Recovery Sub Plan.
(Available upon request to the Department of Community Safety)

13. Recovery Strategy

The Charleville District Recovery Strategy may be activated upon direction from the DDC or the QDMC. This recovery strategy provides a framework for the coordination of recovery operations within the district and is supported by the procedures outlined in the *Queensland Disaster Management Guidelines -Recovery* at:

[QDMA Recovery Guidelines](#)

13.1 Transition Triggers

The triggers to activate recovery are contained with Section 6 of the Queensland Disaster Management Guidelines.

Response Alert		Triggers	Actions	Communications
Response Lean Forward	Recovery Alert	Response phase at 'lean forward' level of activation	DDMG monitor appointment of Local Recovery Coordinator/s (LRC/s). QDMA Information sharing commenced and on-going. Maintain and monitor local recovery coordination activities and support & assist as requested. Potential actions and risks identified.	LRC & DDMG members on mobile/e-mail remotely. Commence reporting by exception
Response Stand Up	Recovery Lean Forward	Response phase at 'stand up level of activation Immediate relief arrangements are required during the response phase	Monitoring of response arrangements. Analysis of hazard impact or potential impact Relief and recovery planning commence Deployments for immediate relief commenced by recovery functional agencies	LRC & DDMG members on mobile/e-mail remotely. Commence reporting by exception
	Recovery Stand Up	Immediate relief arrangements continue Medium term recovery commences	DDMG activated at LDCC or alternate location Recovery plan activated Deployments for immediate relief response Action plans for 5 functions of recovery activated as required Community information strategy employed Participate in response debrief	LRC and relevant LRG members present at LDCC or alternate location on established landlines and/or mobiles, monitoring emails.

Response Stand Down		Response phase moves to 'stand down' level of activation.	<p>Transition arrangements from 'response and recovery' to 'recovery' activated including handover from LDC to LRC</p> <p>Action plans for 5 functions of recovery continue</p> <p>Community information strategies continue</p>	<p>LRC and LRG members involved in medium term recovery continue as required</p> <p>Regular reporting to LDMG/LDCs/DDC</p>
Recovery Stand Down		LRG arrangements are finalised. Communities return to normal activities with ongoing long-term recovery support provided by functional lead agencies as required	<p>Consolidate financial records</p> <p>Reporting requirements finalised</p> <p>Participate in recovery debrief</p> <p>Participate in post event debrief</p> <p>Post event review & evaluation</p> <p>Long term recovery arrangements transferred to functional lead agencies</p> <p>Return to core business</p>	<p>LRC & LRG members resume standard business and after hours contact arrangements.</p> <p>Functional lead agencies report to LRC/LRG as required.</p>

Immediate/Short Term Recovery

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 concept of operations for immediate/short term recovery are in Section 5.3 of the Queensland Recovery Guidelines.

Medium/Long Term Recovery

The level of district support required in the medium/long term recovery phase will be dependent on the recovery structure advised by the SDMG for each specific event. The concept of operations for medium/long term recovery are in Section 5.5 and 5.6 of the Queensland Disaster Recovery Funding Arrangements.

Charleville District Human and Social Recovery Committee

The Charleville District Human and Social Recovery Group meets bi-annually,

- Attend local subgroup meetings as required
- Participation in exercises
- Contacts updated every meeting

Charleville District Human and Social Recovery Plan is available to view by contacting the Charleville DDMG Executive Officer to arrange a copy.

13.1 Parameters and Constraints

The Charleville District Human Social Community Recovery Sub-Plan outlines in detail the parameters and constraints for effective coordination of recovery operations within the district.

As part of the disaster recovery phase, the Chair of the Human Social Community Recovery Committee in consultation with local recovery groups and the DDC may establish a Community Recovery Coordination Centre/Hub.

The Coordination Centre is established to coordinate:

- Community recovery operations; planning; logistics and communications;
- Administration within the region responding to the disaster;
- Delivery of Outreach Services; and

- Multi-agency situational awareness.

It is recognised that with large disasters multiple Disaster Districts neighbouring to the Charleville District and within the region may be affected and could require simultaneous recovery. This may place a strain on functional lead agencies and other member agencies and organisations to provide staff from within district resources to sit on multiple Recovery Groups or within multiple coordination centres. This may require deployment of staff from outside the district.

13.2 Operational and Action Plans

When convened for disaster recovery operations, the Charleville District Human and Social Recovery Committee will develop an Operational Plan to guide its activities. This will be discussed and developed during the group’s first meeting and will be developed to supplement the local government disaster recovery operational plan. A broad timeframe will be included in this plan.

At the first meeting Action Plans for each recovery function will also be developed. This event specific plan/s will list the tasks to be performed by the group, agencies/individuals responsible for the tasks and will be developed to supplement the local government disaster recovery action plan.

As Local Disaster Management Committee have a lead role in the disaster recovery process, any District Human and Social Recovery Committee’s operational or action plans will be developed to supplement and support the LDMG disaster recovery plan. The Human and Social Recovery Committee will operate closely with any LDMG to assist in the recovery process.

Copies of amended action plans should then be submitted to the recovery group of the appropriate level at their final meeting, where the Operational Plan is to be finalised. Copies of plans should be included in relevant agency and committee event files.

Considerations for Recovery

When developing Operational and Action Plans lead functional agencies and recovery committees should consider the following:

- Issues identified from information gathered by impact assessments;
- Arrangements outlined in existing functional plans;
- How to allocate actions and responsibilities across the four recovery functions to inform the development of action plans;
- Arrangements for overall coordination of recovery operations;
- How to develop strategies for recovery with the affected community which detail the vision, goals and project outcomes of the recovery strategy;
- Identifying the main short, medium and long-term priorities;
- Developing project timeframes, costs, funding priorities and funding strategies;
- Advertising and disseminating public information about the Action Plans;
- Determining appropriate community engagement and communication strategies;
- Transitional and exit strategies; and
- Strategies for conducting a debrief and evaluation of recovery operations

EMAF Component 14: Recovery

Key Outcomes 14.1, 14.2

- Indicators 14 (a), (b), (c), (d)

Recovery Lead Agencies

Function	Lead Agency
Economic	Department of State Development, Infrastructure and Planning
Environmental	Department of Environment and Heritage Protection
Human and social	Department of Communities, Child Safety and Disability Services

Infrastructure	<p>Transportation infrastructure (Department of Transport and Main Roads)</p> <p>Building Recovery (Department of Housing and Public Works)</p> <p>Telecommunications (Telecommunications providers Energy infrastructure)</p> <p>Electricity, gas, fuel (Department of Energy and Water Supply)</p> <p>Water Supply and Sewerage Infrastructure (Department of Energy and Water Supply)</p> <p>Water Entities (Local government)</p>
DRFA and SDRA coordination (coordination function)	Queensland Reconstruction Authority
Recovery coordination and monitoring (coordination function)	Department of Infrastructure, Local Government and Planning Queensland Reconstruction Authority

14 Review and Assurance

14.1 Review and Renew Plan

In accordance with section 55 of the Act the District Disaster Management Plan shall be reviewed annually. This review shall be conducted by members of the DDMG identified by the DDC and shall be conducted as follows:

- April-August Review conducted;
- September - Draft amendments formally submitted to DDMG for approval;
- October - Approved amendments (or new plans, if appropriate) are disseminated to all stakeholders.

The Sub-plans of the Disaster Districts Functional Committee's shall be reviewed annually by the same members and shall be conducted as follows:

- April-August Functional Committee reviews Sub-plan;
- September - Draft amendments submitted to DDMG for consideration and approval;
- October - Approved amendments (or new subplans if appropriate) are disseminated to all stakeholders.

The effectiveness of the DDMP and Sub-plans shall be reviewed and assessed against the IGEM Emergency Management Assurance Framework (**EMAF**).

The DDMP and Sub-plans may be reviewed at any other time should it become apparent that urgent amendment is required to affect the operational effectiveness of DDMG activities.

External Assessment

The Inspector-General Emergency Management (**IGEM**) is responsible for providing the Premier, Government and people of Queensland an assurance of public safety, through the establishment and implementation of an assurance framework to direct, guide and focus work of all agencies, across all tiers of Government to the desired outcomes of the disaster and emergency management arrangements for Queensland.

The Office of the Inspector-General Emergency Management supports the IGEM through planning, developing and conducting a range of review and assessment projects consulting stakeholders, to enable confidence in Queensland's disaster and emergency management arrangements.

The Emergency Management Assurance Framework (the Framework) has been established by IGEM to support accountability and build consistency across all levels of the disaster management arrangements and reinforces a shared responsibility for delivering better disaster management outcomes for the community.

The framework establishes the Standard for Disaster Management in Queensland and is founded on six shared responsibilities, good practice guidance and clear accountabilities.

The Standard describes the attributes of effective disaster management, outlines to stakeholders the required outcomes against the Standard and provides indicators that will contribute to the likelihood of disaster management entities achieving these outcomes. The Standard also forms the basis of Assurance Activities undertaken by the Office of the IGEM.

IGEM utilise the Framework and the Standard to continually conduct assurance activities around the disaster management operations of disaster management groups to ensure quality and continuous improvement.

The Charleville District Disaster Management Group will ensure its disaster management operations and planning adhere to the principles of the Framework and Standard.

Comprehensive information in relation to the requirements and components of the Framework and the Standard may be found at:

<https://www.igem.qld.gov.au/>

Review of Local Disaster Management Arrangements

In accordance with section 23 of the Act; the LDMG Guidelines, Strategic Policy Framework and Emergency Management Assurance Framework, it is a function of the DDMG to regularly review and assess the disaster management of local groups in the district.

All review and assessments of local disaster management arrangements conducted by the DDMG will be undertaken in accordance with the direction provided by IGEM.

The DDMG Executive Officer and EMC attends all meetings of the Quilpie, Bulloo, Paroo and Murweh LDMG's. These meetings discuss the minutes, agendas, business arising, general business and member agency reports.

The main purpose of the Executive Officer attendance at these meetings is to discuss emerging disaster management priorities across the district, deal with exceptions of local and district group members as they arise and general collaboration and networking. Additionally, this provides the XO and EMC the opportunity to overview sub plan development and contribute to local subgroups and disaster management projects.

Annexure Index

- A Definitions
- B Distribution List
- C Charleville District Disaster Management Group Member Register (Restricted)
- D Charleville District Risk Register
- E Abbreviations and Acronyms
- F Operational Plan 2019
- G Operational Plan 2020
- H Charleville Disaster Coordination Centre Instructions

Annexure A – Definitions

Advisor	A person invited to participate in the business of the DDMG in an advisory capacity on an as-needed basis.
Chair	The person appointed by Governor in Council as the Chairperson of the DDMG. The Chair of the group is the District Disaster Coordinator.
Coordination	The bringing together of organisations to ensure effective disaster management before, during and after an event. It is primarily concerned with systematic acquisition and application of resources (people, material, equipment, etc) in accordance with priorities set by disaster management groups. Coordination operations horizontally across organisations and agencies.
Deputy Chair	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 (<i>Disaster Management Act 2003</i>).
Disaster District	Part of the state prescribed under a regulation as a disaster district.
Disaster Management (DM)	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 (<i>Disaster Management Act 2003</i>).
Disaster Management Group	One of or a number of any of the following: the QDMC, 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 mitigation	The taking of preventative measures to reduce the likelihood of an event occurring or, if an event occurs, to reduce the severity of the event. (<i>Disaster Management Act 2003</i>)
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).
Disaster response	The taking of appropriate measures to respond to an event, including action taken and measures planned in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support. (<i>Disaster Management Act 2003</i>)
Disaster response operations	The phase of disaster operations that relates to responding to a disaster. (<i>Disaster Management Act 2003</i>)
Disaster recovery operations	The phase of disaster operations that relates to recovering from a disaster. (<i>Disaster Management Act 2003</i>)
Disaster risk assessment	The process used to determine risk management priorities by evaluating and comparing the level of risk against predetermined standards, target risk levels or other criteria. (<i>COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002</i>)
Disaster District Coordinator	A person appointed under the <i>Disaster Management Act 2003</i> who is responsible for the coordination of disaster operations in the disaster district for the District Disaster Management Group.
District Disaster Management Group (DDMG)	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.
District Disaster Management Plan	A plan prepared in accordance with s53 of the Act, that documents planning and resource management to counter the effects of a disaster within the disaster district.
Emergency Management Assurance Framework (EMAF)	The EMAF provides the foundation for guiding and supporting the continuous improvement of entities, disaster management programs across all phases of disaster management. The framework also provides the structure and mechanism for reviewing and assessing the effectiveness of Queensland disaster management arrangements.
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. (<i>Disaster Management Act 2003</i>)
Executive Officer (XO) 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.
Functional Lead Agency	An agency allocated responsibility to prepare for and provide a disaster management function and lead relevant organisations that provide a supporting role.
Guidelines	Guidelines are developed under s63 of the Act to inform the SDMG, DDMGs and local governments about the preparation of disaster management plans, matters to be included in disaster management plans and other appropriate matters about the operation of a DDMG or LDMG.
Hazard	A source of potential harm, or a situation with a potential to cause loss. (<i>Emergency Management Australia, 2004</i>)
Local Disaster Coordinator	A person appointed under the Act who is responsible for the coordination of disaster operations for the LDMG.

Local Disaster Management Group (LDMG)	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.
Post-disaster Assessment	Addresses performance during and the risks revealed by a disaster event in order to improve future development of mitigation measures. Post-disaster assessment forms part of continuous improvement of the whole system. (Adapted from COAG, <i>Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002</i>)
Primary Agency	An agency allocated responsibility to prepare for and respond to a specific hazard based on their legislated and/or technical capability and authority.
Queensland disaster management arrangements (QDMA)	Whole-of-Government arrangements to ensure the collaborative and effective coordination of planning, services, information and resources for comprehensive disaster management
Queensland Disaster Management Committee (QDMC)	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 QDMC are outlined in s. 18 of the DM Act.
Quorum	The minimum number of DDMG members required to validate the business of the group. (50% plus one)
Recovery	The taking of preventative measures to recover from an event, including action taken to support disaster-affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic and physical wellbeing, and the restoration of the environment. (Disaster Management Act 2003)
Relief	The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency.
Residual Risk	The risk remaining after risk treatment. Residual risk can contain unidentified risk. Residual risk can also be known as 'retained risk'. (<i>ISO Guide 73:2009 Risk management – Vocabulary</i>)
Risk	The effect of uncertainty on objectives. (<i>ISO Guide 73:2009 Risk management – Vocabulary</i>)
Risk Management	Coordinated activities to direct and control a community or organisation with regard to risk. (Adapted from <i>ISO Guide 73:2009 Risk management – Vocabulary</i>)
Risk Register	A listing of risk statements describing sources of risk and elements at risk with assigned consequences, likelihoods and levels of risk.
Risk Treatment	Process of selection and implementation of measures to modify risk. (<i>National Emergency Risk Assessment Guidelines</i>)
Serious Disruption	Serious disruption means: (a) loss of human life, or illness or injury to humans; or (b) widespread or severe property loss or damage; or (c) widespread or severe damage to the environment. (<i>Disaster Management Act 2003</i>)
State Disaster Coordinator	A person appointed under the Act who is responsible for the coordination of disaster response operations for the SDMG.
State Recovery Coordinator	A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster recovery operations for the State Disaster Management Group.
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 Recovery Coordinator	A person appointed under the Act who is responsible for the coordination of disaster recovery operations for the SDMG.
Temporary District Disaster Management Group	A DDMG established under the Act by the SDMG Chair, in consultation with the Commissioner, Queensland Police Service, as a temporary district group to manage a disaster across two or more affected disaster districts.
Advisor	A person invited to participate in the business of the DDMG in an advisory capacity on an as-needed basis.
Chair	The person appointed by Governor in Council as the Chairperson of the DDMG. The Chair of the group is the District Disaster Coordinator.
Coordination	The bringing together of organisations to ensure effective disaster management before, during and after an event. It is primarily concerned with systematic acquisition and application of resources (people, material, equipment, etc) in accordance with priorities set by disaster management groups. Coordination operations horizontally across organisations and agencies.
Deputy Chair	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 (<i>Disaster Management Act 2003</i>).
Disaster District	Part of the state prescribed under a regulation as a disaster district.
Disaster Management (DM)	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 (<i>Disaster Management Act 2003</i>).

Disaster Management Group	One of or a number of any of the following: the QDMC, 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 mitigation	The taking of preventative measures to reduce the likelihood of an event occurring or, if an event occurs, to reduce the severity of the event. (<i>Disaster Management Act 2003</i>)
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).
Disaster response	The taking of appropriate measures to respond to an event, including action taken and measures planned in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support. (<i>Disaster Management Act 2003</i>)
Disaster response operations	The phase of disaster operations that relates to responding to a disaster. (<i>Disaster Management Act 2003</i>)
Disaster recovery operations	The phase of disaster operations that relates to recovering from a disaster. (<i>Disaster Management Act 2003</i>)
Disaster risk assessment	The process used to determine risk management priorities by evaluating and comparing the level of risk against predetermined standards, target risk levels or other criteria. (<i>COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002</i>)
Disaster District Coordinator	A person appointed under the <i>Disaster Management Act 2003</i> who is responsible for the coordination of disaster operations in the disaster district for the District Disaster Management Group.
District Disaster Management Group (DDMG)	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.
District Disaster Management Plan	A plan prepared in accordance with s53 of the Act, that documents planning and resource management to counter the effects of a disaster within the disaster district.
Emergency Management Assurance Framework (EMAF)	The EMAF provides the foundation for guiding and supporting the continuous improvement of entities, disaster management programs across all phases of disaster management. The framework also provides the structure and mechanism for reviewing and assessing the effectiveness of Queensland disaster management arrangements.
Event	(1) Any of the following: g. a cyclone, earthquake, flood, storm, storm tide, tornado, tsunami, volcanic eruption or other natural happening h. an explosion or fire, a chemical, fuel or oil spill, or a gas leak i. an infestation, plague or epidemic (<i>example of an epidemic – a prevalence of foot-and-mouth disease</i>) j. a failure of, or disruption to, an essential service or infrastructure k. an attack against the state l. another event similar to an event mentioned in (a) to (e). (2) An event may be natural or caused by human acts or omissions. (<i>Disaster Management Act 2003</i>)
Executive Officer (XO) 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.
Functional Lead Agency	An agency allocated responsibility to prepare for and provide a disaster management function and lead relevant organisations that provide a supporting role.
Guidelines	Guidelines are developed under s63 of the Act to inform the SDMG, DDMGs and local governments about the preparation of disaster management plans, matters to be included in disaster management plans and other appropriate matters about the operation of a DDMG or LDMG.
Hazard	A source of potential harm, or a situation with a potential to cause loss. (<i>Emergency Management Australia, 2004</i>)
Local Disaster Coordinator	A person appointed under the Act who is responsible for the coordination of disaster operations for the LDMG.
Local Disaster Management Group (LDMG)	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.
Post-disaster Assessment	Addresses performance during and the risks revealed by a disaster event in order to improve future development of mitigation measures. Post-disaster assessment forms part of continuous improvement of the whole system. (Adapted from <i>COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002</i>)
Primary Agency	An agency allocated responsibility to prepare for and respond to a specific hazard based on their legislated and/or technical capability and authority.

Queensland disaster management arrangements (QDMA)	Whole-of-Government arrangements to ensure the collaborative and effective coordination of planning, services, information and resources for comprehensive disaster management
Queensland Disaster Management Committee (QDMC)	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 QDMC are outlined in s. 18 of the DM Act.
Quorum	The minimum number of DDMG members required to validate the business of the group. (50% plus one)
Recovery	The taking of preventative measures to recover from an event, including action taken to support disaster-affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic and physical wellbeing, and the restoration of the environment. (Disaster Management Act 2003)
Relief	The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency.
Residual Risk	The risk remaining after risk treatment. Residual risk can contain unidentified risk. Residual risk can also be known as 'retained risk'. (<i>ISO Guide 73:2009 Risk management – Vocabulary</i>)
Risk	The effect of uncertainty on objectives. (<i>ISO Guide 73:2009 Risk management – Vocabulary</i>)
Risk Management	Coordinated activities to direct and control a community or organisation with regard to risk. (Adapted from <i>ISO Guide 73:2009 Risk management – Vocabulary</i>)
Risk Register	A listing of risk statements describing sources of risk and elements at risk with assigned consequences, likelihoods and levels of risk.
Risk Treatment	Process of selection and implementation of measures to modify risk. (<i>National Emergency Risk Assessment Guidelines</i>)
Serious Disruption	Serious disruption means: (a) loss of human life, or illness or injury to humans; or (b) widespread or severe property loss or damage; or (c) widespread or severe damage to the environment. (<i>Disaster Management Act 2003</i>)
State Disaster Coordinator	A person appointed under the Act who is responsible for the coordination of disaster response operations for the SDMG.
State Recovery Coordinator	A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster recovery operations for the State Disaster Management Group.
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 Recovery Coordinator	A person appointed under the Act who is responsible for the coordination of disaster recovery operations for the SDMG.
Temporary District Disaster Management Group	A DDMG established under the Act by the SDMG Chair, in consultation with the Commissioner, Queensland Police Service, as a temporary district group to manage a disaster across two or more affected disaster districts.

Annexure B – Distribution List

Agency	Position	Hardcopy	eCopy
Queensland Police	District Disaster Coordinator	✓	✓
Queensland Police	Deputy District Disaster Coordinator		✓
Queensland Police	Executive Officer	✓	✓
Queensland Police	Deputy Executive Officer		✓
Queensland Police	District Disaster Coordination Centre	✓	✓
Queensland Fire and Emergency Services	Inspector Urban		✓
Queensland Fire and Emergency Services	Inspector Rural		✓
Queensland Fire and Emergency Services	Emergence Management Coordinator	✓	✓
Queensland Fire and Emergency Services	Area Controller State Emergency Service		✓
Queensland Ambulance	Superintendent – Executive Manager		✓
Quilpie Shire Council	Mayor / Chair LDMG		✓
Quilpie Shire Council	Local Disaster Coordinator		✓
Bulloo Shire Council	Mayor / Chair LDMG		✓
Bulloo Shire Council	Local Disaster Coordinator		✓
Paroo Shire Council	Mayor / Chair LDMG		✓
Paroo Shire Council	Local Disaster Coordinator		✓
Murweh Shire Council	Mayor / Chair LDMG		✓
Murweh Shire Council	Local Disaster Coordinator		✓
Queensland Health	Regional Manager/Director		✓
Dept. Transport and Main Roads	Regional Manager/Director		✓
Dept. Communities, Child Safety and Disability Services	Regional Manager/Director		✓
Dept. Housing and Public Works	Regional Manager/Director		✓
Dept. Agriculture and Fisheries	Regional Manager/Director		✓
Dept. National Parks, Sport and Racing	Regional Manager/Director		✓
Dept. Environment and Heritage	Regional Manager/Director		✓
Dept. Education and Training	Regional Manager/Director		✓
Dept. Infrastructure, Local Government and Planning	Regional Manager/Director		✓
Ergon	Regional Manager/Director		✓
Telstra	Regional Manager/Director		✓
Red Cross	Regional Manager/Director		✓
ABC Toowoomba	Regional Manager/Director		✓
Australian Defence Force	JOSS/LO		✓

Annexure C – Charleville District Disaster Management Group Member Register

Copies of the Charleville DDMG Contact Register will be provided to authorised persons upon application. All inquiries should be forwarded to:

Sgt Dan Nunn
Executive Officer
Charleville District Disaster Management Group
PO Box 315
Charleville QLD 4470

Annexure D – Charleville DDMG Risk Register

Risk Identification (District level risks only)					
Risk No.	Risk Statement	Source	Impact Category	Prevention/Preparedness Controls	Recovery/Response Controls
1	There is the potential that flooding may occur throughout the disaster district due to heavy rainfall in river catchment areas which may cause residents to become isolated and displaced from their homes. This may result in the need to evacuate residents to appropriate evacuation centres.	Flooding	People	Community Awareness Public Education Evacuations Early Warning Systems	Queensland Police Service State Emergency Service Local Councils Australian Red Cross Volunteer Organisations
2	There is the potential that flooding may occur throughout the disaster district due to heavy rainfall in river catchment areas which may require individual properties and townships to be resupplied with food stuffs and medical supplies.	Flooding	People	Community Awareness Public Education Evacuations Early Warning Systems	Requests for Assistance to SDCC for aerial resupply. QFES (Emergency Management)
3	There is the potential that flooding may occur throughout the disaster district due to heavy rainfall in river catchment areas which may cause significant damage to infrastructure, utilities and service delivery.	Flooding	Infrastructure	Community Awareness Public Education	Business Continuity Plans
4	There is the potential that bush fire may occur throughout the disaster district due to high levels of natural fuel which may cause residents to become isolated and displaced from their homes. This may result in the need to evacuate residents to appropriate evacuation centres.	Bush Fire	People	Community Awareness Public Education Evacuations Early Warning Systems	Queensland Police Service QFES Local Councils TMR Australian Red Cross Volunteer Organisations
5	There is the potential that bush fire may occur throughout the disaster district due to high levels of natural fuel which may require individual properties and townships to be resupplied with food stuffs and medical supplies.	Bush Fire	People	Community Awareness Public Education Evacuations Early Warning Systems	Requests for Assistance to SDCC for aerial resupply. QFES (Emergency Management)
6	There is the potential that bush fire may occur throughout the disaster district due to high levels of natural fuel which may cause significant damage and disruption to infrastructure, utilities and service delivery.	Bush Fire	Infrastructure	Community Awareness Public Education	Business Continuity Plans QFES
7	There is potential for biological disease to occur through the disaster district due to concentration of animal related activity within the DDMG area which may cause significant disruption to industry and transportation logistics	Biological	People	Community Awareness Public Education isolation Early Warning Systems	Queensland Police Service QFES Local Councils TMR Australian Red Cross Volunteer Organisations DAF/Ausvetplan

Risk Analysis						
Risk No	Level of Existing PP Controls	Level of Existing RR Controls	Consequence	Likelihood	Risk	Confidence Level
1	Community Awareness Public Education Evacuations Early Warning Systems	Queensland Police Service Qld Fire & Emergency Services Local Council Australian Red Cross Volunteer Organisations	Major	Possible	High	High
2	Community Awareness Public Education Evacuations Early Warning Systems	Requests for Assistance to SDCC for aerial resupply. Qld Fire & Emergency Services (Emergency Management)	Major	Possible	High	High
3	Community Awareness Public Education	Business Continuity Plans	Major	Possible	High	High
4	Community Awareness Public Education Evacuations Early Warning Systems	Queensland Police Service Qld Fire & Emergency Services Local Council Australian Red Cross Volunteer Organisations	Major	Possible	High	High
5	Community Awareness Public Education Evacuations Early Warning Systems	Requests for Assistance to SDCC for aerial resupply. Qld Fire & Emergency Services (Emergency Management)	Major	Possible	High	High
6	Community Awareness Public Education	Business Continuity Plans Qld Fire & Emergency Services	Major	Possible	High	High

Annexure E – Abbreviations and Acronyms

ADF	Australian Defence Force
AUSVETPLAN	Australian Veterinary Plan
BoM	Bureau of Meteorology
DACC	Defence Assistance to the Civil Community
DAF	Department of Agriculture and Fisheries
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DDMP	District Disaster Management Plan
DES	Department of Environment and Science
DET	Department of Education and Training
DRFA	Disaster Recovery Funding Arrangements
DHPW	Department of Housing and Public Works
DM Act	Disaster Management Act, 2003
DNRME	Department of Natural Resources, Mines and Energy
DCDSS	Department of Communities, Disabilities Services and Seniors
DRAT	District Risk Assessment Team
DRC	District Recovery Coordinator
DRG	District Recovery Group
DSDIP	Department of State Development, Infrastructure and Planning
DSITI	Department of Science, Information Technology and Innovation
DTMR	Department of Transport and Main Roads
EAP	Emergency Action Plan
ECC	Earthquake Coordination Committee (Queensland)
EMA	Emergency Management Australia
EMAF	Emergency Management Assurance Framework
EOC	Emergency Operations Centre
EPA	Environmental Protection Agency
EW	Emergency Warning
FMD	Foot and Mouth Disease
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
NGO	Non-Government Organisation
QAS	Queensland Ambulance Service
QCCAP	Queensland Coastal Contingency Action Plan
QDMA	Queensland Disaster Management Arrangements
QDMC	Queensland Disaster Management Committee
QFES	Queensland Fire & Emergency Services
RFS	Rural Fire Service
QLDVETPLAN	Queensland Veterinary Emergency Plan
QPS	Queensland Police Service
QR	Queensland Rail
QTCCC	Queensland Tropical Cyclone Coordination Committee
RAAF	Royal Australian Air Force
SDC	State Disaster Coordinator
SDCC	State Disaster Coordination Centre
SDCG	State Disaster Coordination Group
SDMP	State Disaster Management Plan
SDRA	State Disaster Relief Arrangements
SEWS	Standard Emergency Warning Signal
SES	State Emergency Service
SOP	Standard Operating Procedure
SPF	Queensland Disaster Management - Strategic Policy Framework

the Act	<i>Disaster Management Act 2003</i>
the Minister	Minister for Police, Fire and Emergency Services
XO	Executive Officer

Annexure F – 2019 Annual Operational Plan

Disaster Management Priorities

As outlined in the Charleville District Disaster Management Group (DDMG) Disaster Management Operational Plan 2019, the priorities for the Charleville DDMG are –

- The continual 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;
- The regular review and assessment of the disaster management arrangements of the
 - Quilpie Local Disaster Management Group.
 - Bulloo Local Disaster Management Group.
 - Paroo Local Disaster Management Group.
 - Murweh Local Disaster Management Group.
- Ensuring the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster;
- Coordinating the provision of State resources and services to support the
 - Quilpie Local Disaster Management Group.
 - Bulloo Local Disaster Management Group.
 - Paroo Local Disaster Management Group.
 - Murweh Local Disaster Management Group.in all phases of disaster management;
- The identification, allocation and coordination of resources that may be used for disaster operations in the district; and
- The establishment and review of communications systems in the group, and with the
 - Quilpie Local Disaster Management Group.
 - Bulloo Local Disaster Management Group.
 - Paroo Local Disaster Management Group.
 - Murweh Local Disaster Management Group.for use when a disaster happens.
- Addressing disaster management training needs of the district through the delivery of a structured training program.
- Implement effective governance through sound performance management and a focus on continuous improvement.
- Ensure the consistent application of legislation, regulations and supporting policies and guidelines.
- Establish a formal reporting system that ensures that evaluation analysis is captured and communicated.
- Monitor and evaluate the disaster management arrangements to:
 - Ensure efficiency and effectiveness of arrangements;
 - Develop clear accountability, including defined roles and responsibilities at all levels of the disaster management arrangements;
 - Improve the communication flow processes; and
 - Develop whole-of-government media and community engagement arrangements.
- Integrate effective disaster risk reduction initiatives into strategic and corporate plans at all levels of government, industry and commerce.
- Ensure clear and transparent decision making through collaboration, cooperation and communication.
- Promote a shared responsibility in delivering all disaster management activities.

Principles of Disaster Management

As part of the on-going management goals and objectives for the Charleville DDMG, the group has adopted the principles of disaster management as listed in the State Plan and reflected in the Strategic Policy Framework; namely –

- (a) Comprehensive approach;
- (b) All hazard approach;
- (c) All agencies approach;
- (d) Local disaster management capability; and
- (e) Prepared, resilient community.

Annexure G – 2020 Annual Operational Plan

District Operational Plan (2020)

Activity	Key Performance Indicators	Performance Measures	Date	Responsible Person/s
DDMG Meetings	DDMG will meet at least twice yearly	Currency of meetings conducted. Address District priorities.		Executive Officer
LDMG Meetings (2 mtgs per LDMG)	LDMG's will meet at least twice yearly.	Currency of Meetings Conducted Address Local priorities.		Quilpie Shire Council Bulloo Shire Council Paroo Shire Council Murweh Shire Council
Activation (as required)	Operational activation in response/recovery to/from an event.	Implementation of the DDMP. Coordination Centre activation for disaster response and recovery operations: forward planning, resource and information management	Event dependent	DDMG Executive DDMG - (Whole of Government) DDMG member Activities include Act as a liaison officer, attending the DDCC as necessary; Convey the DDC's directions / instructions to their respective organisation; Manage information flows from the DDCC to their respective Department / Agency; Provide support and advice across agencies and the DDMG / DDC as required; Have the authority to commit their organisation's resources in support of operational requirements; Undertake functional agency responsibilities as necessary to support the functions of the DDMG and as directed by the DDC Ensure Situation Reports are forwarded at the request of the DDC; Implement agency plans as required; and Assist in the development of coordination/response plans as required.

Communications/Info Systems	Consultation of XO, EMC and LG DMO's after LDMG's and DDMGs and/or as required.	Currency of Meetings conducted	Continual	XO, EMC and LDMG
	Maintenance of DDMG and LDMG contact list	Update at meetings and as required	Continual	DDMG – (Whole of Government)
	Currency of Guardian usage	Attendance at Guardian Training	Continual – dates determined by QSC/BSC/PSC/MSC	QSC/BSC/PSC/MSC
	Currency of DIEMS usage	Attendance at DIEMS training	Continual – dates determined by XO	XO
	Maintenance of Cross Border Disaster Management Groups contact list	Update at meetings and as required	Continual	XO

Annexure E – Charleville District Disaster Coordination Centre Instructions

Copies of the Charleville DDCC Instructions will be provided to authorised persons upon application. All inquiries should be forwarded to:

Sgt Dan Nunn
Executive Officer
Charleville District Disaster Management Group
PO Box 315
Charleville QLD 4470

Compiled by:

Approved by:

Sergeant Dan Nunn
Executive Officer
Charleville Disaster District

Inspector Tim Mowle
District Disaster Coordinator
Charleville Disaster District

Dated: 26/07/2022

Dated: _____