



# LOCAL DISASTER MANAGEMENT PLAN

Prepared under the provisions of the Disaster Management Act 2003, ss.57(1) & 58

Endorsed on 28<sup>th</sup> September 2021

# 1 FOREWORD

This document, which has been developed by the Weipa Local Disaster Management Group, on behalf of the Weipa Town Authority, describes the arrangements required under the Queensland *Disaster Management Act 2003*, outlining the disaster management system and specifying agreed roles and responsibilities. It also describes how the disaster management system works during an event.

The focus of the document is on using an 'all-hazards' functional approach, minimising impacts on disaster-affected communities, by ensuring a coordinated effort by all levels of government and non-government entities with responsibilities or capabilities in comprehensive disaster management.

This is a dynamic, risk-based document that will be kept up to date to match changes in legislation, or in the town's risk profile, and to reflect learnings from disaster events here and elsewhere.

**Stretch Noonan**  
Chairperson  
Weipa Town Authority  
28<sup>th</sup> September 2021

# WEIPA TOWN AUTHORITY



## LOCAL DISASTER MANAGEMENT ARRANGEMENTS 2021

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## 2 AUTHORITY FOR PLANNING

The *Weipa Local Disaster Management Plan* has been prepared by the Weipa Local Disaster Management Group in accordance with the *Disaster Management Act 2003 Sections 57 and 58*.

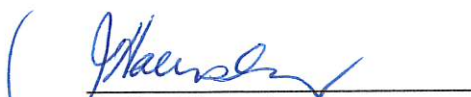
## 3 APPROVAL

The *Weipa Local Disaster Management Plan* is recommended by the Weipa Local Disaster Management Group for approval.



**Stretch Noonan**  
**Chairperson**  
**Weipa Local Disaster Management Group**  
Dated: 28-9-21

In accordance with the provisions of the Disaster Management Act 2003, s.80(1)(b), and by a resolution of the Authority on 28/09/2021 The *Weipa Local Disaster Management Plan* is approved by the Weipa Town Authority.



**Judey Haeusler**  
**Superintendent, Township**  
**Weipa Town Authority**  
Dated: 28.09.2021



## 4 AMENDMENT REGISTER

Amendment Number	Date of Amendment	Amendment Detail	Authorised by
Version 2	25/7/2013	Updates to comply with new assessment guide	Richard Noonan LDMG Chair
Version 3	12/12/2014	Updated following an annual review	Richard Noonan LDMG Chair
Version 4	27/11/2015	Updated following 2015 annual review	Richard Noonan
Version 4.1	24/06/2016	Forward updated following election of new WTA chairperson	Richard Noonan LDMG Chair
Version 4.2	23/8/2016	Exercise & review register updated to include review of plans endorsed and exercise conducted in August 2016	Richard Noonan LDMG Chair
Version 4.3	15/8/2017	Updated following annual review	Richard Noonan LDMG Chair
Version 4.4	26/10/2017	Change to core membership	Richard Noonan LDMG Chair
Version 4.5	2/11/2017	Change to titles in core membership and Western Cape Regional Fire Brigade roles	Richard Noonan LDMG Chair
Version 4.6	14/02/2018	Add Rio Tinto to core membership	Richard Noonan LDMG Chair
Version 5	June 2018	Updated following annual review	Caitlyn Williams
Version 6	July 2018	Annual review	Caitlyn Williams
Version 6.1	July 2019	Annual review	Caitlyn Williams
Version 6.2	Nov 2020	Annual Review	Jo Moloney
Version 6.3	Sept 2021	Update electronic distribution list. Update WTA signatory details. Update section 9 – replace QDMA pyramid. Update section 18.8.1–remove Skytrans airlines. Update section 18.12 – include CT scanner. Update section 19.2 – Epidemic/Pandemic. Amendment to section 27.2 -wording change. Amendment to sections 29.1 & 29.2 – background colours added to Activation table; new Activation Response model added. Update LDCC details at section 29.3.	Jo Moloney

## 5 ELECTRONIC DISTRIBUTION LIST

Organisation	Number Of Copies
Weipa Town Authority	
Chairperson	1
Deputy Chairperson	1
Local Disaster Coordinator	1
Deputy Local Disaster Coordinator (Co-ordinator Public Works)	1
Elected/Appointed Representatives	6
Co-ordinator Communities	1
Co-ordinator Corporate Services	1
Co-ordinator Public Works	1
Environmental Health Officer	1
District Disaster Coordinator, Cairns Disaster District	1
Emergency Management Coordinator, Queensland Fire and Emergency Services, Cairns	1
Local Controller, State Emergency Service Weipa	1
First Officer, Western Cape Regional Fire Brigade	1
Fire and Rescue, Rio Tinto	1
Officer in Charge, Queensland Police Service, Weipa	1
Officer in Charge, Queensland Ambulance Service, Weipa	1
Director of Nursing and Facility Manager, Weipa Integrated Health Service (Hospital)	1
Officer Commanding 'B' Coy 51 FNQR	1
Core Services Manager/ Business Resilience Team Representative, Rio Tinto	1
Officer in Charge, Australian Border Force	1
Principal, Western Cape College	1
President, Volunteer Marine Rescue	1
Base Manager, RAAF Scherger	1
District Officer, QLD Boating and Fisheries Patrol Weipa	1
Weipa Operations Manager, Goodline	1
Manager, Woolworths (Weipa)	1
Principal, St Josephs Parish School	1
Sodexo	1
Cape Counselling and Wellbeing Services	1
Weipa Bobcat and Tipper Hire	1

## 6 DEFINITIONS

Community	<p>A group of people with a commonality of association and generally defined by location, shared experience, or function</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Consequence	<p>The outcome of an event or situation expressed qualitatively or quantitatively, being a loss, injury, disadvantage, or gain</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Critical Infrastructure	<p>A service, facility or a group of services or facilities, the loss of which will have severe adverse effects on the physical, social, economic or environmental wellbeing or safety of the community.</p> <p><i>(Handbook, EMA: Critical Infrastructure Emergency Risk Management and Assurance)</i></p>
Disaster	<p>A serious disruption in a community, caused by the impact of an event, that requires a significant coordinated response by the State and other entities to help the community recover from the disruption</p> <p><i>(Disaster Management Act 2003, S13(1))</i></p>
Disaster Coordination Centre	<p>A facility to coordinate the collection, collation and dissemination of information in relation to the response to a disaster event.</p>
Disaster Management	<p>Arrangements about managing the potential adverse effects of an event, including, for example, arrangements for mitigating, preventing, preparing for, responding to and recovering from a disaster</p> <p><i>(Disaster Management Act 2003, S14)</i></p>
Disaster Operations	<p>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</p> <p><i>(Disaster Management Act 2003, S15)</i></p>

Disaster Response Capability	<p>The ability to provide equipment and a suitable number of persons, using the resources available to the local government, to effectively deal with, or help another entity to deal with, an emergency situation or a disaster in the local government's area</p> <p><i>(Disaster Management Act 2003, S80(2))</i></p>
Event	<p>An event means any of the following:</p> <ul style="list-style-type: none"> <li>▪ a cyclone, earthquake, flood, storm, storm tide, tornado, tsunami, volcanic eruption or other natural happening;</li> <li>▪ bushfire;</li> <li>▪ an explosion or fire, a chemical, fuel or oil spill, or a gas leak;</li> <li>▪ an infestation, plague, or epidemic;</li> <li>▪ a failure of, or disruption to, an essential service or infrastructure;</li> <li>▪ an attack against the State; or</li> <li>▪ another event similar to the above events.</li> </ul> <p>An event may be natural or caused by human acts or omissions</p> <p><i>(Disaster Management Act 2003, S16(1)&amp;(2))</i></p>
Hazard	<p>A source of potential harm, or a situation with a potential to cause loss</p> <p><i>(Emergency Management Australia, 2004)</i></p>
Lifelines	<p>The public facilities and systems that provide basic life support services such as water, energy, sanitation, communications and transportation.</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Mitigation	<p>Measures taken in advance of a disaster aimed at decreasing or eliminating its impact on society and environment</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Preparedness	<p>Measures to ensure that, should an emergency occur, communities, resources, and services are capable of coping with the effects</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Prevention	<p>Measures to eliminate or reduce the incidence or severity of emergencies</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>

Reconstruction	<p>Actions taken to re-establish a community after a period of rehabilitation subsequent to a disaster. Actions would include construction of permanent housing, restoration of all services, and complete resumption of the pre-disaster state</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Recovery	<p>The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic, and physical well-being</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Rehabilitation	<p>The operations and decisions taken after a disaster with a view to restoring a stricken community to its former living conditions, whilst encouraging and facilitating the necessary adjustments to the changes caused by the disaster</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Relief	<p>The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency. It includes the establishment, management and provision of services to emergency relief centres</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Response	<p>Measures taken in anticipation of, during, and immediately after an emergency to ensure its effects are minimised</p> <p><i>(Australian Emergency Management Glossary, 1998)</i></p>
Risk	<p>Effect of uncertainty on objectives</p> <p><i>(AS/NZS ISO 31000:2009)</i></p>
Risk Identification	<p>Process of finding, recognising and describing risks</p> <p><i>(AS/NZS ISO 31000:2009)</i></p>
Risk Management	<p>Coordinated activities to direct and control an organisation with regard to risk</p> <p><i>(AS/NZS ISO 31000:2009)</i></p>

Risk Treatment	Process to modify risk <i>(AS/NZS ISO 31000:2009)</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, S13(2))</i>

## 7 REFERENCE DOCUMENTS

- *Australian Emergency Management Glossary*
- *ISO 31000:2009 Risk Management – Principles and Guidelines*
- *Disaster Management Act 2003*
- *Disaster Management Strategic Policy Framework*
- 1.
- *Critical Infrastructure Emergency Risk Management and Assurance*
- 2.
- *Operational Planning Guidelines for Local Disaster Management Groups*
- *Queensland Disaster Management Planning Guidelines 2005 for Local Government*
- 3.
- *Queensland Recovery Guidelines*
- *Queensland Emergency Alert Operational Guidelines*
- *Queensland Evacuation Guidelines*
- *Queensland Disaster Relief and Recovery Arrangements Guidelines*
- *Queensland Resupply Guidelines*
- 4.
- *Queensland Public Cyclone Shelter Guidelines*
- 5.
- *Queensland Emergency Management Assurance Framework*
- 6.
- *Standard for Disaster Management in Queensland*

## 8 ABBREVIATIONS

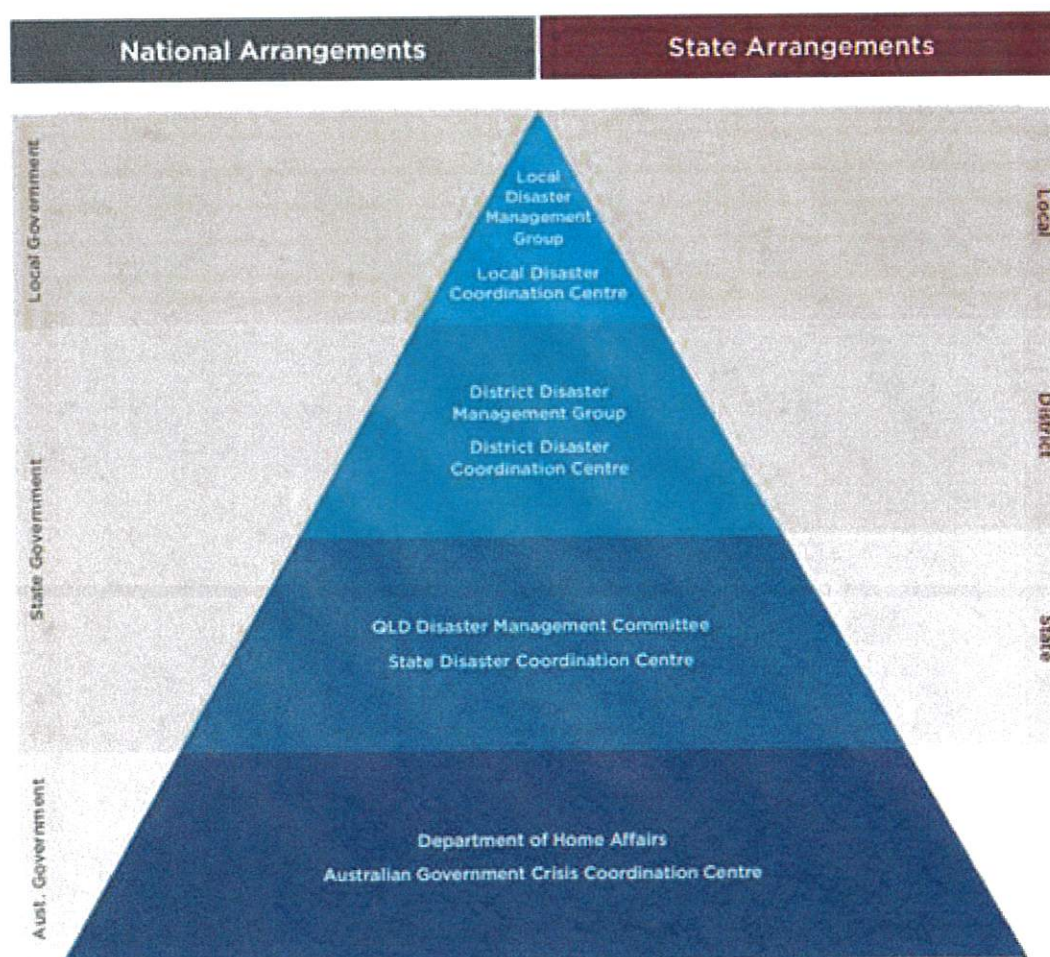
BOM	Bureau of Meteorology
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
PCS	Public Storm Surge Cyclone Shelter
QBFP	QLD Boating and Fisheries Patrol
QDMC	Queensland Disaster Management Committee
QFES	Queensland Fire and Emergency Service
QPS	Queensland Police Service
RFS	Rural Fire Service Queensland
RT	Rio Tinto
SDCC	State Disaster Coordination Centre
SES	State Emergency Service
VMR	Volunteer Marine Rescue
WTA	Weipa Town Authority

## 9 THE DISASTER MANAGEMENT STRUCTURE IN QUEENSLAND

*The Disaster Management Act 2003 (the Act)* provides the legislative basis for the Queensland *Disaster Management Arrangements (QDMA)* including:

- Establishment of disaster management groups for the State, disaster districts and local government areas;
- Detailing planning requirements at each level;
- Maintaining the role and operations of the State Emergency Service (SES) and establishment of Emergency Service Units; and
- The conferring of powers on selected individuals and groups.

Queensland's whole-of-government disaster management arrangements are based upon partnerships between government, government owned corporations, non-government organisations, commerce and industry sectors, and the local community. These arrangements recognise each level of the QDMA must work collaboratively to ensure the effective coordination of planning, services, information and resources necessary for comprehensive disaster management. The QDMA is based on a four-tiered system, incorporating the three levels of government (Australian, State and Local), with an additional State government tier known as disaster districts.

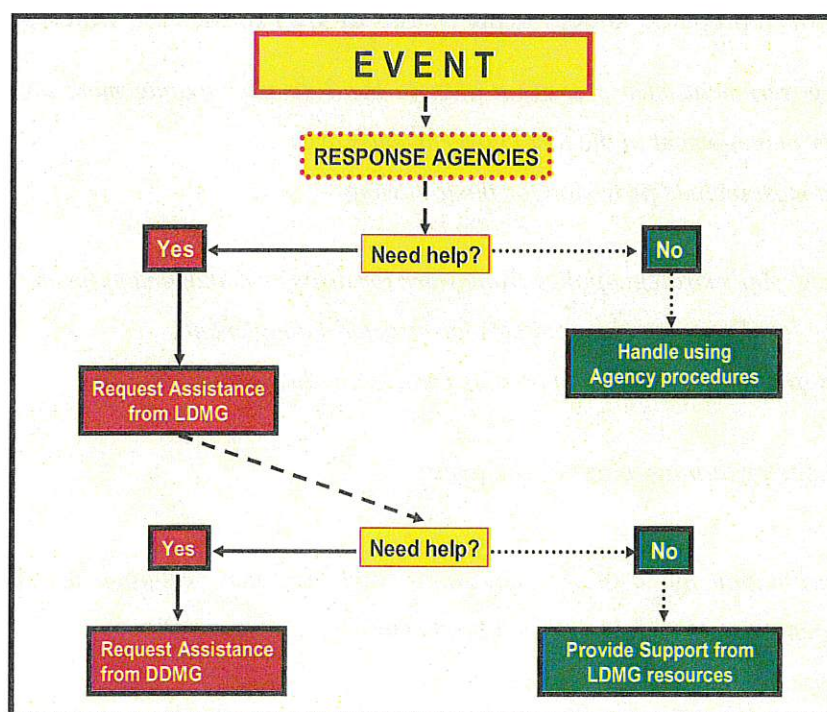




The principal structures comprising the Queensland Disaster Management Arrangements are:

- Local, District and State disaster management groups, responsible for the planning, organisation, coordination and implementation of all measures to mitigate, prevent, prepare for, respond to and recover from disasters.
- Local, district and State coordination centres to support disaster management groups in coordinating information, resources and services necessary for disaster operations.
- State government functional lead agencies through which the disaster management functions and responsibilities of the State are managed and coordinated.
- State government hazard-specific primary agencies responsible for the preparation of plans for, and management of, specific hazards.

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



## 10 THE LOCAL GOVERNMENT DISASTER MANAGEMENT PLANNING PROCESS

As required by the *Local Government (Finance, Plans and Reporting) Regulation 2010*, this plan addresses the requirements of the Weipa Town Authority's *Corporate Plan 2015-2020*:

### 5.0 Planning & Development

#### Key Strategic Issues:

#### Disaster Management

#### 5.4 Review and improve Disaster Management Plans.

### 10.1 Authority to Plan

This Plan has been developed by the Weipa Local Disaster Management Group, appointed by and on behalf of the Weipa Town Authority.

This plan details the arrangements within the Weipa Town Authority to plan and coordinate capability in disaster management and disaster operations.

This Plan has been prepared under the provisions of s. 57 of the Act, which states: ". . . . .

*1. A local government must prepare a plan (a local disaster management plan) for disaster management in the local government's area.*

*2. The plan must include provision for the following—*

*a) the State group's strategic policy framework for disaster management for the State, and the local government's policies for disaster management;*

*b) the roles and responsibilities of entities involved in disaster operations*

*and disaster management in the area;*

*c) the coordination of disaster operations and activities relating to disaster management performed by the entities mentioned in paragraph;*

*d) events that are likely to happen in the area;*

*e) strategies and priorities for disaster management for the area;*

*f) the matters stated in the disaster management guidelines as matters to be included in the plan;*

*g) other matters about disaster management in the area the local government*

*considers appropriate."*

## **11 STRATEGIC POLICY FRAMEWORK FOR DISASTER MANAGEMENT**

### **11.1 Weipa Town Authority Disaster Management Policy**

In accordance with the community's expectations of local government in relation to community safety and sustainability, the Weipa Town Authority is committed to:

- Working within the provisions of the State Disaster Management Strategic Policy Framework, which focuses on a comprehensive, all hazards approach with all levels of government working in partnership to reduce the effects of disasters;
- Protecting health, safety and quality of life;
- Protecting our environment;
- Recognising and valuing the benefits of partnership and collaboration across all levels of government, community and industry, in all aspects of disaster management;
- Respecting the diversity of the Weipa community; and
- Ensuring accountability and transparency of disaster management in Weipa.

### **11.2 Strategic Policy Framework**

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

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

### **11.3 Objective**

The objective of the Local 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 local government area, including arrangements for mitigating, preventing, preparing for, responding to and recovering from a disaster;
- Compliance with the State Disaster Management Group's (SDMG) Strategic Policy Framework; the State Disaster Management Plan; the Local Disaster Management Guidelines, and any other Guidelines relevant to local level disaster management and disaster operations;
- The development, implementation and monitoring of priorities for disaster management for the local government area.

### **11.4 Scope**

This plan details the arrangements necessary to undertake disaster management of community-controlled lands within Weipa Town Authority.

## **12 WEIPA'S STRATEGIC DIRECTION FOR DISASTER MANAGEMENT**

### **12.1 Weipa Town Authority Disaster Management Priorities**

The following disaster management priorities for the Weipa Town Authority will ensure compliance with the disaster management legislation and will provide a sound legal grounding for disaster management in Weipa:

- Regular review of hazard and risk assessment for Weipa;
- Development and maintenance of a disaster mitigation strategy for Weipa;
- Development and maintenance of a comprehensive disaster management arrangements document for Weipa;
- Development and maintenance of appropriate response operational plans for Weipa;
- Development and resourcing of a disaster coordination centre for the Weipa Town Authority;
- Development of a holistic disaster recovery strategy for Weipa;

- Development of a disaster management training and exercise regime for Weipa;
- Development and propagation of an effective disaster preparedness community awareness strategy.

## **12.2 Strategic Priorities**

1. Life
2. Property
3. Environment

### **12.2.1 Sub-priorities**

#### **Life**

- Protecting life (evacuation)
- Saving life (rescue)
- Removal from harm (rescue or evacuation)
- Protection from illness or disease
- Treatment of injuries
- Treatment for illness
- Supply of water to individuals
- Access to foodstuffs (resupply)
- Shelter of people unable to stay in their homes
- Supplying access and egress for emergency services

#### **Property**

- Restoration of critical infrastructure (water, sewerage, power)
- Restoration of primary personal communication methods – phones, internet
- Restoration of mass communication hubs (radio, television etc..)
- Temporary repairs to residences (allowing them to remain in their property safely)
- Temporary repairs to critical infrastructure for Life (Hospitals, aged care facilities etc..)
- Temporary repairs to social infrastructure (schools, halls, day care etc..)
- Temporary repairs to emergency service infrastructure (Police, Fire, Ambulance, Ergon, etc..)
- Temporary repairs to critical commercial and/or industrial facilities (food retail, manufacturing, storage, laundromats)
- Temporary repairs to critical transport facilities (transport related – airstrips, airport, ports, road & rail networks, bridges etc..)
- Temporary repairs to commercial and/or industrial facilities (non-critical, but economically important)
- Assistance to animal based industries to protect, save, treat, handle, milk, animal husbandry, transport, feed or dispose of animals as relevant.
- Assistance to crop based industries to protect, save, recover, harvest, or dispose of crops as relevant
- Temporary repairs to Cultural, historical, religious and socially significant sites
- Assistance to commercial and/or industrial undertakings to clean, protect, shore up or demolish their properties as relevant
- Clean, restore, make safe all public access areas including parks, play-grounds, sports fields, rest areas and all other public use spaces as relevant.

### Environment

- Protect the at risk elements of the environment where possible from further harm, degradation, erosion, inundation as relevant
- Restore native vegetation
- Restore naturally significant vegetation especially for habitat or feeding values
- Protect, feed and nurture at risk fauna and assist to recover where appropriate
- Rehabilitate areas of erosion, landslides, de-forestation, inundation and degradation
- Restore and re-open National Parks, day use areas, camping areas as appropriate

## **13 PURPOSE OF THE DISASTER MANAGEMENT PLAN**

The Weipa Local Disaster Management Plan is designed to enumerate WTA's responsibilities and associated programs and processes to mitigate where possible the effects of a disaster within the boundaries of the Weipa Town Authority.

The Weipa Town Authority accepts that its responsibilities are to:

Establish a Local Disaster Management Group which will:

- identify hazards;
- assess threats to life and property;
- take measures to reduce or eliminate potential loss to life or property and protect economic development;
- be prepared to take action to minimise loss of life and damage;
- educate and train WTA staff;
- put programs in place to consult and engage the community on hazard mitigation;
- establish organisational structures to manage the coordination of response to a disaster;
- prepare disaster mitigation, operational (response) and recovery plans;
- satisfy immediate essential personal and community needs;
- manage the process of restoring services to a normal level;
- participate in long-term comprehensive recovery, involving social, economic, infrastructure and environmental reconstruction and rehabilitation.

**NB** It is important that all agencies understand that there are major differences between 'Incident Management' and 'Disaster Management'.

**Incidents** can be managed via the emergency services or other agencies, employing resources normally available to them. This includes traffic accidents, missing persons, etc. Incidents do not usually cause major community disruption.

**Disasters** require a coordinated multi-agency, multi-jurisdictional response, and usually result in some sort of community dislocation or severe disruption.

### **Incident Management**

- Single site response
- Minor off-site co-ordination
- Single agency responsibility
- Resources available
- Support available
- Support agencies practiced
- Day to day business
- Core function
- Short term effects

### **Disaster Management**

- Multi site response
- Major off-site co-ordination
- Multi agency responsibility
- Multi faceted problems
- External resources required
- External support required
- Government Dept involvement
- Community affected
- Long term effects

**This document does not address Incident Management.**

## **14 LOCAL DISASTER MANAGEMENT GROUP FUNCTIONS**

### **14.1 Terms of Reference**

**Aim:** To outline the extent of Council's responsibility for and commitment to managing disaster events in the local government area.

The Weipa Local Disaster Management Group has the following functions / terms of reference for its area:

*[Disaster Management Act s.30(1)]*

- To ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management for the State;
- To develop effective disaster management, and regularly review and assess the disaster management;
- To help the local government for its area to prepare a local disaster management plan;
- To identify, and provide advice to the relevant district group about, support services required by the local group to facilitate disaster management and disaster operations in the area;
- To ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster;
- To manage disaster operations in the area under policies and procedures decided by the State group;

- To provide reports and make recommendations to the relevant district group about matters relating to disaster operations;
- To identify, and coordinate the use of, resources that may be used for disaster operations in the area;
- To establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens;
- To ensure information about a disaster in the area is promptly given to the relevant district group;
- To perform other functions given to the group under this Act;
- To perform a function incidental to a function mentioned above.

## 15 LOCAL DISASTER COORDINATOR

In accordance with the *Disaster Management Act* (s.35), the Chief Executive Officer (WTA equivalent is Superintendent Township), Weipa Town Authority is appointed Local Disaster Coordinator (LDC). It is the role of the LDC to coordinate disaster operations for the Weipa Local Disaster Management Group. To this end, the Local Disaster Coordinator is responsible for the response to and recovery from all disaster events impacting upon the town area, ensuring as far as possible the implementation of any strategic decisions of the Local Disaster Management Group.



## 16 LOCAL DISASTER MANAGEMENT GROUP MEMBERSHIP

The composition of the Weipa Town Authority Disaster Management Group is as follows:

<b>LDMG Core Members</b>	<b>Organisation</b>
Chairperson LDMG	Elected Member, Weipa Town Authority
Deputy Chairperson LDMG	Chairperson, Weipa Town Authority
Acting Local Disaster Coordinator	Coordinator, Public Works Weipa Town Authority
Deputy Local Disaster Coordinator	Superintendent, Weipa Town Authority
Officer in Charge	Queensland Police Service
Officer in Charge	Queensland Ambulance Service
Emergency Management Coordinator	Queensland Fire and Emergency Services
Director of Nursing and Facility Manager	Weipa Integrated Health Service (Hospital)
Core Services Manager (BRT Rep)	Rio Tinto
Local Controller	State Emergency Service
Crew Leader	Rio Tinto Fire and Rescue Service
<b>LDMG Advisory Members</b>	<b>Organisation</b>
First Officer	Western Cape Regional Fire Brigade
President	Volunteer Marine Rescue
Manager, Corporate Services	Western Cape College
Officer Commanding	'B' Coy 51 FNQR
District Commander	Australian Border Force
Manager	Woolworths, Weipa
Base Manager	RAAF Sherger
District Officer	QLD Boating and Fisheries Patrol
Operations Manager	Goodline
Principal	St Joseph's Parish School

The following Agencies, while not members of the Local Disaster Management Group, may be involved in Operational or Recovery Planning Committees, and can be provided with copies of the minutes of the LDMG:

- Department of Communities
- Centrelink Western Cape
- Department of Aboriginal, Torres Strait Islander and Multi-Cultural Affairs (DATSIMA)
- Weipa Community Care Association Inc
- Telstra
- Ergon
- Maritime Safety Queensland (MSQ)
- Bureau of Meteorology (BOM)
- North Queensland Bulk Ports Corporation (NQBPC)

## 17 ROLES AND RESPONSIBILITIES

Agency	Roles & Responsibilities
Weipa Town Authority	<ul style="list-style-type: none"> <li>▪ Maintenance of the Local Government function (via Local Government Business Continuity Contingency Planning)</li> <li>▪ Maintenance of normal Local Government services to the community:</li> <li>▪ Water &amp; sewerage</li> <li>▪ Refuse disposal</li> <li>▪ Public health</li> <li>▪ Animal control</li> <li>▪ Environmental protection</li> <li>▪ Stormwater drainage</li> <li>▪ Town roads</li> <li>▪ Parks, gardens and reserves</li> <li>▪ Maintenance of a disaster response capability</li> <li>▪ Dissemination of disaster-related information to the community</li> </ul>
Local Disaster Management Group (LDMG)	<ul style="list-style-type: none"> <li>▪ Development of the comprehensive Local Disaster Management Planning strategies</li> <li>▪ Design and maintenance of a public education/awareness program</li> <li>▪ Design, maintenance and operation of a Local Disaster Coordination Centre, including the training of sufficient personnel to operate the Centre</li> <li>▪ Coordination of support to response agencies</li> <li>▪ Reconnaissance and impact assessment</li> <li>▪ Provision of public information prior to, during and following disaster event impacts</li> <li>▪ Recommendations re areas to be considered for authorised evacuation</li> <li>▪ Public advice re voluntary evacuation.</li> <li>▪ Identification and resourcing of Evacuation Centres and Storm Surge Shelter</li> <li>▪ Provision of locally based community support services</li> </ul>
Queensland Fire and Emergency Services (QFES)	<ul style="list-style-type: none"> <li>▪ Ensure that disaster management and disaster operations within the State are consistent with the State's policy framework, plans, and guidelines</li> <li>▪ Ensure that persons performing functions under the Act in relation to disaster operations are appropriately trained</li> <li>▪ Provide advice and support to the QDMC, DDMGs and LDMGs in relation to disaster management and disaster operations</li> <li>▪ Coordinate reception operations</li> <li>▪ Perform the following responsibilities in support of disaster operations</li> <li>▪ Develop, maintain, monitor and continuously improve the State's disaster management arrangements and systems</li> <li>▪ Ensure the availability, maintenance and operation of the SDCC</li> <li>▪ Manage resupply operations</li> <li>▪ Coordinate, support and manage the deployment of State Emergency Service resources</li> <li>▪ Coordinate, support and manage the deployment of QFES Helicopter Rescue resources</li> <li>▪ Support the deployment of Queensland Corrective Services resources</li> </ul>

Queensland Police Service (QPS)	<ul style="list-style-type: none"> <li>▪ Preserve peace and good order</li> <li>▪ Prevent crime</li> <li>▪ Maintain any site as a possible crime scene</li> <li>▪ Provide a Disaster Victim Identification capability</li> <li>▪ Conduct traffic control, including assistance with road closures and maintenance of road blocks</li> <li>▪ Coordinate evacuation operations</li> <li>▪ Coordinate search and rescue operations</li> <li>▪ Manage the registration of evacuees and associated inquiries into Storm Surge Shelter</li> <li>▪ Provide security for damaged or evacuated premises</li> </ul>
State Emergency Service (SES)	<ul style="list-style-type: none"> <li>▪ Assisting the community to prepare for, respond to and recover from an event or disaster</li> <li>▪ Public Education</li> <li>▪ Search operations for missing persons</li> <li>▪ Flood Boat Operations</li> <li>▪ Aerial Observer operations</li> <li>▪ Emergency repair/protection of damaged buildings</li> <li>▪ Assistance with debris clearance</li> <li>▪ First Aid</li> <li>▪ Traffic Control</li> <li>▪ Assistance with impact assessment</li> <li>▪ Assistance with communications</li> <li>▪ Assistance with lighting</li> </ul>
Queensland Ambulance Service	<ul style="list-style-type: none"> <li>▪ Access, assess, treat and transport sick and/or injured persons</li> <li>▪ Protect persons from injury or death, during rescue and other related activities</li> <li>▪ Coordinate all volunteer first aid groups during major emergencies and disasters</li> <li>▪ Participate in search and rescue, evacuation and victim reception operations</li> <li>▪ Participate in Health Facility evacuations</li> <li>▪ Provide First Aid staff for the Storm Surge Shelter</li> </ul>
Western Cape Regional Fire Brigade	<ul style="list-style-type: none"> <li>▪ Fire Control – Bush/grass fires only</li> <li>▪ Fire Mitigation – Bush/grass fires only</li> <li>▪ Assist Rio Tinto Fire &amp; Rescue in Road / Air Crash Rescue</li> <li>▪ Assist Rio Tinto Fire &amp; Rescue in Confined Space Rescue</li> <li>▪ Assist Rio Tinto Fire &amp; Rescue in Industrial and urban firefighting</li> <li>▪ Assist Rio Tinto Fire &amp; Rescue only in Hazardous Material incident management</li> <li>▪ Assist Rio Tinto Fire &amp; Rescue in Oil Spill First Response</li> </ul>
Rio Tinto Fire and Rescue Service	<ul style="list-style-type: none"> <li>▪ Fire Control</li> <li>▪ Fire Mitigation</li> <li>▪ Road / Air Crash Rescue</li> <li>▪ Confined Space Rescue</li> <li>▪ Industrial and urban fire fighting</li> <li>▪ Hazardous Material incident management</li> <li>▪ Oil Spill First Response</li> <li>▪ Provide Fire Safety Officer for the Storm Surge Shelter</li> </ul>

Weipa Integrated Health Service (Hospital)	<ul style="list-style-type: none"> <li>▪ Coordination of medical resources</li> <li>▪ Assessment, treatment and medical evacuation of injured persons as required</li> <li>▪ Public health advice and warnings to participating agencies and the community</li> <li>▪ Coordination of psychological and counselling services for disaster affected persons</li> <li>▪ Ongoing medical and health services required during the recovery period to preserve the general health of the community</li> </ul>
RAAF Sherger	<ul style="list-style-type: none"> <li>▪ Provision of communications capacity</li> <li>▪ Provision of resources and facilities for disaster operations (if available) – RFA required for Defence Assistance to the Civil Community (DACC)</li> </ul>
B Coy FNQR	<ul style="list-style-type: none"> <li>▪ Provision of communications capacity</li> <li>▪ Provision of resources and facilities for disaster operations (if available) – RFA required for Defence Assistance to the Civil Community (DACC)</li> <li>▪ Provision of alternative Disaster Coordination facility</li> </ul>
Woolworths	<ul style="list-style-type: none"> <li>▪ Provision of supplies for the community during preparation and recovery phases of an event</li> <li>▪ Provision of food, water and domestic goods required to activate cyclone shelter.</li> </ul>
Education Queensland Western Cape College/ St Joseph's Parish School	<ul style="list-style-type: none"> <li>▪ Community awareness via the coordination and facilitation of school visits from member organisations of the LDMG.</li> </ul>
Australian Border Force	<ul style="list-style-type: none"> <li>▪ Provision of resources and facilities for disaster operations (if available) – RFA required for Defence Assistance to the Civil Community (DACC)</li> </ul>
Volunteer Marine Rescue	<ul style="list-style-type: none"> <li>• Assist in search and rescue</li> <li>• Maritime coastal impact assessment</li> </ul>
Rio Tinto	<ul style="list-style-type: none"> <li>• Operation of the Weipa Aerodrome</li> <li>• Maintenance of electrical power to the town area</li> <li>• Provision of manpower and material resources to assist in disaster response as required</li> <li>• Community awareness and education via Rio Tinto community relations team.</li> </ul>
QLD Boating and Fisheries Patrol	<ul style="list-style-type: none"> <li>• With Harbours Masters delegation control of movement and monitoring of Recreational and Commercial shipping in Weipa harbour</li> <li>• Provision of Marine logistics</li> <li>• Provision of personnel and equipment to assist in the event of a disaster</li> <li>• Assist with search and rescue</li> </ul>

## **17.1 Weipa LDMG Representative to the Cairns DDMG**

*Section 24 of the Act* requires the local government to nominate a representative to the District Disaster Management Group and advise the Executive Officer of the State and District Groups of the appointment. The Deputy Chair, Weipa Town Authority has been appointed to this position.

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

- A. *Attend meetings of the DDMG*
- B. *Assist the chairperson to coordinate the prevention, preparation, response and recovery activities associated with the disaster event at the district level*
- C. *Commit the Town Authorities resources, as required, in support of efforts to combat the disaster event.*

If the DDMG representative changes, Weipa Town Authority will, as soon as practicable, inform the Executive Officer of the State Group, and the District Disaster Coordinator, Cairns Disaster District of the new appointment.

## **17.2 Meeting Deputies**

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

A member of a disaster management group may, with the approval of the chairperson of the group, appoint by signed notice another person as his or her deputy.

The deputy may attend a group meeting in the member's absence and exercise the member's functions and powers under *this Act* at the meeting.

A deputy attending a group meeting is to be counted in deciding if there is a quorum for the meeting.

## **17.3 Advisors to the LDMG**

The LDMG may invite participants from a range of entities, such as industry and community organisations to participate in the business of the group in an advisory capacity, as required.

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

Where it is important that an advisor has full voting rights, the LDMG should consider whether to appoint the person as a member *under s. 33 of the Act*.

It is recommended that contact details for advisors are maintained, updated and treated the same as member details in order to be prepared for operational and post-operational activities.

## 17.4 LDMG Sub-Groups

LDMGs may have cause to create sub-groups, whether permanent or temporary, to assist the group with its business. Examples of this may be a Local Recovery Group, an evacuation project team, a storm surge shelter operations management group or a sub-group formed to deal with a particular issue relating to that local government area.

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

It should also be noted that any decisions made or actions taken by or on behalf of these sub-groups should be endorsed by the LDMG during normal business, or during disaster operations by the LDMG or LDC, to ensure the validity of decisions under *the Act*.

## 17.5 Membership Records

Each LDMG is required to maintain a register of its current members and advisors for reference during both general business and operational periods. As a minimum, details should consist of:

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

Templates to collect and store LDMG member contact details, for agencies to advise the LDMG of a change to their member details and to develop a membership register are available on the DM Portal.

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

When the LDMG member register is altered, an updated copy should be provided to the relevant DDC. If the alteration relates to a member of the Executive Team of the LDMG, it is also important that the SDCC is advised to maintain currency of contact details in case of a disaster event.

## 17.6 Meeting Schedules and Processes

In accordance with s. 38 of *the Act*, the LDMG may conduct its business, including its meetings, in a way it considers appropriate.

*The Act* prescribes the following requirements with regards to the conduct of meetings:

- *Meetings must be held at least once every six months at times and places decided by the Chairperson (s. 39). Additional meetings may be held as required, but must be held if asked for in writing by at least one-half of LDMG members, or by the DDC.*
- *A quorum is required for meeting resolutions to be officiated (s. 40) equal to one-half of LDMG members plus one, or when one-half is not a whole number, the next highest whole*

*number. An appointed deputy attending a meeting on behalf of a LDMG member is to be counted in the quorum (s. 40A). A template for recording attendance at LDMG meetings is available on the DM Portal.*

- *The Chairperson or Deputy Chairperson is to preside at meeting (s. 41). If both are absent the Chairperson or Deputy Chairperson may appoint another member of the group to preside. If both offices are vacant the group will choose a member to preside.*
- *Meetings may be held, or members may take part using any technology that reasonably allows them to hear and take part in discussions (s. 42). Members participating through these means are taken to be present at the meeting.*
- *Resolutions may be passed at meetings, however are also considered valid if a majority of members give written agreement and notice of the resolution is given under the group's approved procedures (s. 42).*
- *Minutes of meetings must be kept (s. 43).*

A variety of templates to assist LDMGs to manage business and meetings are available on the DM Portal.

#### 17.6.1 Attendance

If a member, or their appointed Deputy, continually does not attend LDMG meetings it is suggested that the LDMG Executive Team meet with the member to discuss the ongoing non-attendance at LDMG meetings. A formal record of LDMG member attendance should be maintained and this can be used to monitor member attendance across meetings.

A template to monitor progressive meeting attendance is available on the DM Portal.

#### 17.6.2 Meeting Minutes

The LDMG meeting minutes should provide a summary of key discussion points and resolutions and may be subject to public scrutiny under the *Right to Information Act 2009*. It should be noted in the minutes whether or not a quorum was established at the meeting. The meeting attendance sheet should then be attached to the back as an accurate account of who attended the meeting and whether the meeting had a quorum, thus making any resolutions or decisions valid.

An example of a LDMG meeting Minutes template is available on the DM Portal.

#### 17.6.3 Flying minute

A flying minute may be used to progress business of an urgent nature in the instance where convening a meeting of the LDMG is not practicable. The passing of resolutions via flying minute is allowed under s. 42 of the Act if a majority of members provide written agreement.

Templates for LDMG flying minute, LDMG briefing paper and LDMG agenda are available on the DM Portal.

#### 17.6.4 Resolution statement

In addition to meeting minutes, the LDMG Secretariat should produce a resolution statement to provide a running log of actions undertaken and an audit trail through to the acquittal of those resolutions. Once acquitted the resolution should be recorded on a resolution register.

An example of a LDMG Resolution Statement is available on the DM Portal.

#### 17.6.5 Resolutions register / Actions register

For governance purposes, a register detailing each resolution passed by the LDMG and details of actions undertaken to acquit the resolution should be kept. This provides an easy reference document and a historical record of past LDMG resolutions.

An example of a LDMG Resolutions Register is available on the DM Portal.

#### 17.6.6 Letterhead/Logo

As LDMG business is conducted on behalf of the relevant local government or combined local governments, the relevant local government/s letterhead and logos should be used for all LDMG business.

#### 17.6.7 Records Maintenance

When managing LDMG records, the LDMG must comply with the requirements of the *Public Records Act 2002* and records may be subjected to public scrutiny under the *Right to Information Act 2009*.

The *Queensland State Archives General Retention and Disposal Schedule for Administrative Records* outlines the requirements for retaining documents in accordance with the *Public Records Act 2002*. The Schedule and further information for LDMGs, including managing records during disaster events, can be obtained at [www.archives.qld.gov.au](http://www.archives.qld.gov.au) in the section "Recordkeeping for Government".

### **17.7 Reporting**

#### 17.7.1 Agency Status Reports

Written member status reports on behalf of member agencies are used to update other LDMG members on the status of the member agency's disaster management initiatives, projects, training, community awareness, disaster management plans, operations or contact information.

This information assists the LDMG to evaluate the status of the disaster management and disaster operations for the local government area. Member status reports are provided at LDMG meetings by exception.

#### 17.7.2 Annual Reports

The LDMG is required to complete a status report/ IGEM review at the end of each financial year and provide the completed report to the District Disaster Coordinator, Cairns Disaster District. The report will be furnished in the format and at the time stipulated by the DDC.



This report will also be furnished to Council as an Annual Report of the activities of the Local Disaster Management Group.

The Local Disaster Coordinator is responsible for the development of the report.

## 18 DESCRIPTION OF THE ENVIRONMENT – Community Context

### 18.1 Geography

Weipa is located on the west coast of Cape York Peninsula, about 200 kilometres from the 'tip' of Australia and just less than 200 kilometres from the east coast. It is approximately 804 kilometres and 580 air kilometres from Cairns. The area administered by the Weipa Town Authority comprises 10.9 sq km. and is surrounded by the Cook Shire and the Aboriginal Shires of Mapoon and Napranum.



## 18.2 Climate

*(Adapted from information provided by the Bureau of Meteorology)*

Weipa has a tropical monsoonal climate with a distinct wet and dry season. The average annual rainfall is over 2 metres with most occurring from December through to March. Very little rainfall is reported from May to September.

Average daily maximum temperatures range from 31 degrees during the winter months up to 35 degrees during late spring before the commencement of 'the wet'. Minimum overnight temperatures are 18-19 degrees during the winter months and near 24 degrees during summer.

The region tends to have light to moderate southeast to east winds during the dry season. Over the summer winds are mostly light tending moderate westerly when the monsoon trough dips south of the area. Fresh winds occur occasionally but strong or gale force winds normally only occur with a tropical cyclone.

The cyclone season is from December through to April with cyclones regularly affecting the area. Weipa records 33 thunder days per year on average with almost all occurring from late spring through to early autumn. Fog occurs on average 4-5 times each year. Maximum temperatures have almost reached 40 degrees and minimum temperatures have dropped to around 12 degrees.

## 18.3 Governance

The town of Weipa was constructed by Commonwealth Aluminium Corporation Pty Ltd (Rio Tinto) in the 1960's to house its mining workforce, but today is the regional hub of the Western Cape hosting many businesses and government services.

Weipa is currently governed by Rio Tinto by virtue of the provisions of the *Commonwealth Aluminium Corporation Pty Limited Agreement Act 1957 (Qld)* (Comalco Act). The responsible authority for the operation of Weipa Town is the Weipa Town Authority (WTA). Weipa Town Authority acts in a similar role to that of a traditional local council and has responsibility for road maintenance, water supply, sewerage, building control, town planning, public library services, a public swimming pool, parks, gardens, ovals and garbage collection. Weipa Town Authority is responsible for the above activities within the Weipa Town Boundary.

## 18.4 Demography

*(Adapted from information provided by the Queensland Government Statistician's Office)*

As at 30 June 2016, the estimated resident population for Weipa Town Local Government Area (LGA) was 3966. Weipa is a 'young' town with a median age of 31 years, and 74.4% of the population being aged 45 years or less. The Weipa Town LGA has an unemployment rate of 7.3%.

The Australian Bureau of Statistics reports that 619 persons stated they were Indigenous (Aboriginal and/or Torres Strait Islander), or 18.6% of the total population (ABS 2011). In the Weipa Town LGA, 40.5% of the Indigenous population were aged 14 years or younger.

## 18.5 Social support infrastructure

Social support infrastructure in the area is based upon the self-sustainability inherent in the traditions of rural and mining communities. There is a general acceptance that the community will

look after itself to a great degree, but processes are in place via the State's disaster management system to enable an assisted community recovery from a disastrous or catastrophic event should the need arise.

## **18.6 Community Capacity**

Notwithstanding the limitations imposed by the distance to emergency support, the community is essentially regarded as having the capacity to effectively respond to most situations from within its own resources. The community values in the area engender a significant degree of self-reliance, which brings stability, foundation and sustainability.

Rio Tinto is the major employer in the community, and has sufficient resources and competent personnel to contribute considerably to the physical response demands of any disastrous event.

There is an adequate emergency services response capacity, with a permanent full-time Queensland Police Service and Queensland Ambulance Service presence, along with Rio Tinto Fire & Rescue Service, and volunteer groups - Western Cape Regional Fire Brigade (Rural Fire Services Queensland, QFES), State Emergency Service and Volunteer Marine Rescue.

There is also a small military detachment in the town, which may be called on to assist under 'Defence Assistance to the Civil Community' (DACC) arrangements. Because of the nature of the role of the detachment, most of the resources may be out of the area at any given time, so may not always be available to assist.

Due to Weipa's remoteness, the Western Cape Regional Fire Brigade also provide essential support to the surrounding communities. The team constitutes the region's only firefighting and road accident rescue service in a 400 kilometre radius, and supports the services provided by the police and ambulance officers in the region.

The relatively limited medical facilities and response capacity would require urgent external assistance for any serious multi-casualty events, such as a major transportation incident.

Assistance would also be required in the community's recovery from a major event, and it is identified that Community Recovery personnel from the Department of Communities would be required to coordinate psycho-social recovery activities.

The Woolworths facility in Weipa is the main source of provisions for the town, and normally carries a minimum two-week supply. Processes are in place through the Queensland Government's *'Resupplying Isolated Communities Policy and Procedures'* (State Resupply Policy) to replenish supplies should the town be isolated by both road and sea.

## **18.7 Economic Base – Industry**

Weipa is a mining town from which Rio Tinto operates the biggest bauxite mine in the world.

Other areas of major employment include retailing, the tourism industry and government services, including health and education.

Weipa is also a service centre for the surrounding Aboriginal communities of Aurukun, Napranum and Mapoon.

## **18.8 Transportation**

### **18.8.1 Airport**

Weipa Airport, situated 13 km south-east of the township, is owned and managed by Rio Tinto and is the major commercial airport in the region. The airport has a sealed runway system, with



the main runway being 1645m long and 30m wide.

Qantas Link and Skytrans offer daily flights between Weipa and Cairns. There are also charter airlines, which operate out of Weipa and are available for passenger and freight transport.

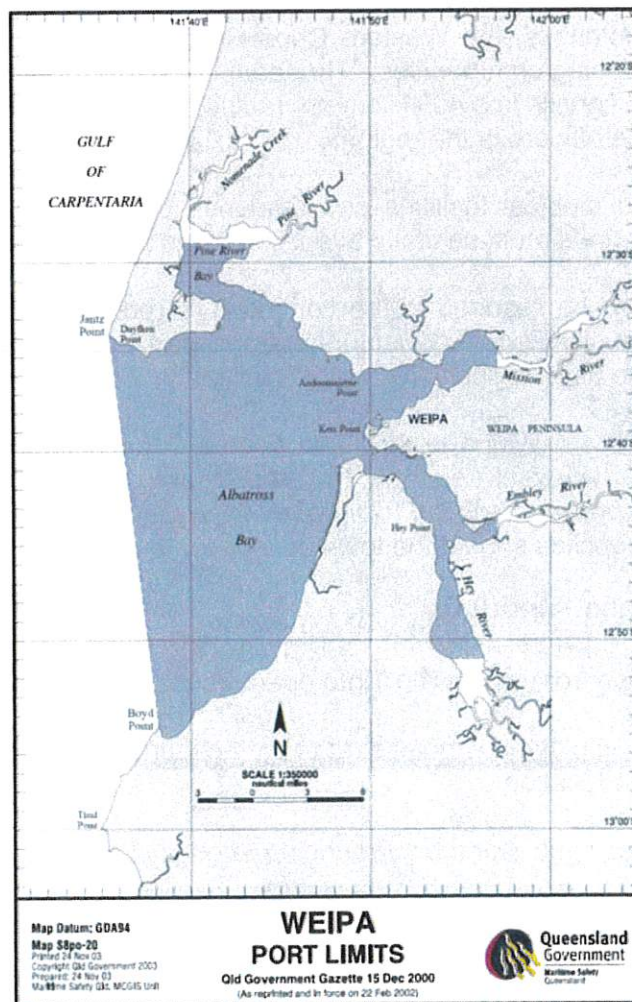
The airport potentially provides the principal avenue for the provision of external support during major disaster events.

Weipa Airport is regulated by the Civil Aviation Safety Authority, and maintains an Aerodrome Emergency Plan under the provisions of CASA Regulations.

#### 18.8.2 Seaport

The Port of Weipa is principally involved in the export of bauxite (aluminium ore) from the nearby Rio Tinto mine and cattle. The port also handles fuel and general cargo. Rio Tinto operates the port facilities and has on-shore bauxite handling, processing and stockpiling facilities and conveyors running to Lorim Point Wharf for shiploading.

Other port facilities include general purpose and fuel wharves, and tugs operated by Smit Lamnalco. Maritime Safety Queensland provides pilotage services. North Queensland Bulk Ports Corporation manage the port.



The port is regulated by the Regional Harbour Master, Marine Safety Queensland, Cairns, and maintains its own contingency plans and extreme weather procedures.

## **18.9 Telecommunications**

Telephone communication in the Weipa area is available via both land line and mobile systems, although some service difficulties are experienced with mobile coverage, even in the central town area.

The whole area is covered by broadcast radio, via Rebel FM 96.1, ABC 1044 AM, 97.7 Breeze FM and Triple J. The area is served by free to air broadcast television and subscription satellite television.

High speed internet connection is available, with wireless service available in the areas covered by the 3G and 4G mobile telephone network. The wireless internet suffers from the same service difficulties as the mobile telephone service.

Many organisations (including all Government organisations) are equipped with satellite telephone communications.

## **18.10 Power Supply**

### **18.10.1 Generation**

Weipa Power Station, owned and operated by Rio Tinto provides power to the township of Weipa. The power station runs diesel generators, fuelled from a tank farm, which contains sufficient diesel fuel to supply the generators for a number of days. Diesel is pumped into the tank farm daily from a remote main storage tank. The main storage tank is filled regularly via ship.

### **18.10.2 Distribution**

Power is distributed via a number of feeders for use by the mine sites, businesses and households. Weipa Town distribution lines are above ground, however some underground cables feed from the distribution lines to transformers. The Weipa mine site's distribution is via underground cables but an above ground distribution line originate from the cables and feeds to the airport and town of Napranum.

### **18.10.3 Vulnerability**

If the distribution system was severely affected by a cyclone, it would require the deployment of significant outside assistance, as the Rio Tinto line crew are only capable of standing 2 poles per day, because of lack of resources, both personnel and physical. This would entail a severe loss of power to both the town and the mine sites for a protracted period of time.

## **18.11 Water and Sewerage**

The Weipa Town Authority provides water supply and sewerage services to the entire community, with the aim of providing good quality water supply and safe and effective transportation and treatment of all sewage effluent.

### **18.11.1 Water Supply**

Water is sourced from nine shallow aquifer bores, five of which are controlled manually and operate continuously. The other four bores are controlled by a central controller and linked by telemetry.

The water supply system, which provides water to approximately 1,456 connections, is managed by Weipa Town Authority's Public Works Team.

#### 18.11.2 Sewerage

The Weipa Town Authority in collaboration with Rio Tinto provides a reticulated sewerage system to the community, providing services to approximately 1,456 connections. The system collects sewage from household connections and discharges it into sewage treatment plants at Awonga Lagoons and Lorim Point.

The sewerage system comprises of gravity mains, pump stations and sewerage ponds. Rio Tinto maintains the licenses to operate the sewerage ponds.

### 18.12 Medical Facilities

#### 18.12.1 Torres and Cape York Health and Hospital Service

The Torres and Cape York Health and Hospital Service provides the following services:

Hospital	Medical/Surgical, 12 bed Inpatient Services, 10 bed Residential Aged Care, emergency services for Weipa and surrounding communities, Outpatient Service, X-Ray, Physiotherapy, Community Services (including allied health and primary health care), CT scanner.
Visiting Specialist Services	Endoscopies, Obstetric & Gynaecological, Ophthalmic Surgery, Colonoscopies, Dental, Mental Health, Paediatric, Optometrist, Chest Clinic, Breast Screening, Rheumatology, ENT.
Clinics Available	Child Health/Immunisation Clinic, Antenatal Clinic, Women's Health, Chronic Disease, Mental health, Sexual Health, General Medicine, Podiatry, Alcohol, Tobacco and Other Drugs Service (ATODS).

#### 18.12.2 General Practitioners

One Private General Practice in Weipa.

#### 18.12.3 Mortuary Capacity

There is one mortuary in Weipa, located at the Weipa Integrated Health Service. It has a capacity of 4.

## 19 HAZARD IDENTIFICATION

A Natural Disaster Risk Management Study completed on behalf of the Weipa Town Authority by Connell Wagner Pty Ltd (2006) identified a number of 'natural event' hazards which may impact the Weipa area. Those hazards have been reviewed by the Weipa Local Disaster Management Group, and the following hazard events are identified by the LDMG as being of concern in the Weipa area:

### 19.1 Tropical Cyclones

There have been a number of significant cyclone events which have impacted Weipa in past times, as recorded by Mr Jeff Callahan, Bureau of Meteorology, Brisbane (retd.). The following information is an abridged version of Mr Callaghan's work:

Unnamed TC Jan 1913	TC crossed the coast south of Weipa. Severe gales Torres Strait.
Unnamed TC Jan 1952	TC made landfall near Weipa and then turned and passed over Normanton. Thursday Island had wind gusts to 70 knots on 19th and 20th. Buildings were unroofed at Mt Isa and winds gusts at Alexandria Downs were estimated at nearly 80 knots. On the 19th, gales and high tides were reported from Groote Eylandt.
Unnamed TC Jan 1955	Tropical cyclone near stationary on Gulf Coast just to the north of Weipa. Heavy rain and gales.
Unnamed TC Mar 1961	TC crossed the coast near Weipa and there was slight wind damage to homesteads in the area and trees were uprooted.
TC Dawn Feb 1970	Dawn crossed the coast near Weipa. Thursday Island reported a gust of 52 knots. There was minor vegetation damage and telephone lines were down. Weipa recorded 443 mm of rain over 6 days.
TC Faith Apr 1972	Faith crossed the coast just south of Weipa. Gales were reported from Aurukun and these caused some tree damage. Aurukun registered 256 mm of rain in 24 hrs.
TC Otto Mar 1977	Otto crossed the coast between Aurukun and Weipa. The only damage reported was tree damage at Weipa. Messmate trees (shallow rooted) with girths to 6 ft were blown down
TC Greta Jan 1979	Greta crossed the coast 20 km south of Weipa. Weipa recorded a maximum wind gust of 42 knots and a 30 min calm in the eye where a central pressure of 986 hPa was recorded. Little damage was experienced.
TC Stan Apr 1979	Stan crossed the coast 40 km N of Weipa and no damage or significant flooding occurred. At no time was an eye discernable on satellite imagery. A 0.5 storm surge was reported at Weipa. 24 hour rainfall totals were 233 mm Iron Range, 127 mm Moreton and 84 mm Weipa.

TC Dominic Apr 1982	Dominic crossed the coast near Cape Keerweer. Tides were 1 m above normal at Weipa.
TC Mark Jan 1992	Mark crossed the coast near Weipa, Weipa suffered widespread minor damage with falling trees largely responsible for house damage and power line damage. Wave action caused \$3.5 million (1994) damage to the Kaolin loading facility at the Port. The maximum wind gust at Weipa Met Office was 63 knots from the NW. A maximum gust of 75 knots was recorded from an anemometer located at Lorim Point.
TC Ethel Mar 1996	Ethel made landfall 13 km north of Duyfken Point and 33 km west northwest of Weipa. The time of landfall was at 1700 UTC 9 March 1996. The eye passed over the Ely Mining Camp and a central pressure of 980 hPa was recorded in the eye. Bark was stripped from trees and trees up to one metre in diameter were uprooted. Strips of up to 2 km wide were completely defoliated. The beach area about the point of landfall was completely changed exposing objects never seen before by the miners and was obviously affected by large waves and storm surge. The strongest wind gust of 28 ms <sup>-1</sup> at Weipa Meteorological Office was recorded at 1030 UTC 9 March 1996 when an outer rainband passed through the station. This was at the time the peak storm surge of 1.18 metres was recorded at Weipa. The water level exceeded the highest astronomical tide at Weipa by .26 metres. Around this time a waverider buoy located 8 km west southwest of Weipa recorded a significant wave height of 3.76 m and a peak wave height 6.69 m. The peak height reading is the largest wave observed at the Weipa wave recording station in 16 years of operation. At the time Ethel made landfall the winds at Weipa were offshore and a peak negative storm surge of 0.8 metres was recorded.
TC Bernie Jan 2002	Bernie tracked southward throughout its lifetime and crossed the coast near the NT border at 11 pm on 4 January 2002 by which time it had weakened to a category 1 cyclone. Maximum Storm Surge Height (m) 0.4 m at 6:33 pm on 3 January 2002 at Weipa.
TC Craig March 2003	Tropical cyclone Craig was able to sustain tropical cyclone intensity as it tracked along the north coast of the Northern Territory until it moved into the Gulf of Carpentaria near Gove at 2000 UTC on 11 March. On the Queensland coast, Craig's effects were restricted to widespread but minor damage to native vegetation and moderate to locally heavy rainfall. Weipa, which was well to the north of the cyclone's centre, recorded a storm surge of 1.1 metres, significant wave heights of 3 metres, and peak wave heights of 5 metres.
TC Monica April 2006	Monica formed in the Coral Sea off the Queensland coast 710 km east of Lockhart River (see Figure 1). The Bureau of Meteorology monitored the cyclone as it passed through Queensland territory. Category 3 cyclone in Queensland, with minimum recorded central pressure of 960 hPa. Large significant wave heights recorded in the Gulf of Carpentaria. 0.74 m storm surge recorded at Weipa. Reports of only minor erosion damage.
TC Oswald January 2013	Oswald developed in the Gulf of Carpentaria on Thursday 17 January 2013 and crossed the western coast of Cape York Peninsula, north of Kowanyama, just after midnight on Tuesday 22 January 2013 as a weak Category 1 system with winds of 65 km/h. Weakening to a low pressure



	<p>system, Ex-TC Oswald moved south, producing extremely heavy rainfall and damaging winds in the region between Rockhampton and Bundaberg, and in the ranges along the QLD/NSW border.</p> <p>Although Oswald did not cause any major damage to the Weipa area, the cyclone caused the power to be cut to about 500 properties on Cape York. Weipa was impacted by the loss of both land line and mobile telephone and electronic communications which caused major disruption to Weipa and other Cape York communities.</p>
TC Fletcher Feb 2014	<p>Tropical Cyclone Fletcher initially formed as a tropical low in the Joseph Bonaparte Gulf on the 30th January 2014. Fletcher only briefly lasted as a tropical cyclone before crossing the southeast Gulf of Carpentaria coast south of Gilbert River Mouth on 3rd February. Fletcher remained slow moving as a tropical low along a very active monsoon trough around the southeast Gulf of Carpentaria before crossing the coast for the final time on the 9th February. The monsoonal flow to the north of Fletcher caused increased tides and heavy rainfall about the Peninsula and Gulf Country districts in Queensland.</p> <p>As a result of TC Fletcher, Weipa was impacted by communication outages which caused disruption to Weipa and other Cape York communities.</p>
TC Gillian Mar 2014	<p>Tropical cyclone Gillian was an exceptionally long-lived tropical low, existing as an organised, identifiable circulation for twenty days, affecting the waters of Queensland, Northern Territory and Western Australia. During its first two weeks it remained a relatively weak system, however it developed into a very intense Category 5 classification in latter stages.</p> <p>The system was first identified over the eastern Arafura Sea on Thursday 6 March, 2014. It later moved to the Gulf of Carpentaria but then weakened and was downgraded to below TC intensity during Monday 10 March just prior to crossing the western Cape York Peninsula. Following this, it re-intensified and moved steadily west across the Arafura Sea, north of the Northern Territory coastline and then over the Indonesian archipelago, reaching Category 5 on 23 March. Gillian was finally downgraded to a low on 26 March.</p>

## 19.2 Epidemic / Pandemic

In 2020 the COVID-19 pandemic, also known as the coronavirus pandemic, is an ongoing global pandemic of coronavirus disease 2019 (COVID 19), caused by severe acute respiratory syndrome coronavirus 2 (SARS CoV 2).] The outbreak was first identified in Wuhan, China, in December 2019. The World Health Organization declared the outbreak a Public Health Emergency of International Concern on 30 January 2020, and a pandemic on 11 March. As of 5 July 2020, more than 11.3 million cases of COVID-19 have been reported in more than 188 countries and territories, resulting in more than 531,000 deaths; more than 6.11 million people have recovered.

The virus is primarily spread between people during close contact, most often via small droplets produced by coughing, sneezing, and talking. The droplets usually fall to the ground or onto surfaces rather than travelling through air over long distances. However, research as of June 2020 has shown that speech-generated droplets may remain airborne for tens of minutes. Less commonly, people may become infected by touching a contaminated surface and then touching their face. It is most contagious during the first three days after the onset of symptoms, although spread is possible before symptoms appear, and from people who do not show symptoms.

Common symptoms include fever, cough, fatigue, shortness of breath, and loss of sense of smell. Complications may include pneumonia and acute respiratory distress syndrome. The time from exposure to onset of symptoms is typically around five days but may range from two to fourteen days. There is no known vaccine or specific antiviral treatment at time of preparing this document. Primary treatment is symptomatic and supportive therapy.

Recommended preventive measures include hand washing, covering one's mouth when coughing, maintaining distance from other people, wearing a face mask in public settings, and monitoring and self-isolation for people who suspect they are infected. Authorities worldwide have responded by implementing travel restrictions, lockdowns, workplace hazard controls, and facility closures. Many places have also worked to increase testing capacity and trace contacts of infected persons.

The pandemic has caused global social and economic disruption, including the largest global recession since the Great Depression. It has led to the postponement or cancellation of sporting, religious, political, and cultural events, widespread supply shortages exacerbated by panic buying, and decreased emissions of pollutants and greenhouse gases. Schools, universities, and colleges have been closed either on a nationwide or local basis in 172 countries, affecting approximately 98.5 percent of the world's student population. Misinformation about the virus has circulated through social media and mass media. There have been incidents of xenophobia and discrimination against Chinese people and against those perceived as being Chinese or as being from areas with high infection rates.

Other diseases of concern include dengue fever which is a viral infection transmitted by the mosquito. Dengue is not endemic (ie. naturally occurring) in far north Queensland). The dengue mosquito is common in far north Queensland and outbreaks can occur when the virus is transmitted to the local mosquito population by infected international travellers or residents returning home from overseas.

Dengue is endemic in over 100 countries worldwide and is found primarily in urban settings in the tropics. Between 50 and 100 million cases of dengue are reported around the world each year and over 2.5 billion people are at risk of infection. Several hundred thousand dengue cases each year result in dengue haemorrhagic fever which usually affects children under 15 years of age. The average fatality rate with dengue haemorrhagic fever is 5%.

Risks of an outbreak of disease throughout the population of the Weipa could cause the health system to be taxed to its limits and may involve the isolation and quarantine of large numbers of people for a protracted period.

### **19.3 Emergency Plant or Animal Disease**

The port of Weipa provides a potential route to mainland Australia for many serious pests present in countries to our north. Australia's quarantine laws are designed to manage the risk of exotic pests, weeds and diseases entering the country, or spreading from the Torres Strait to mainland Australia.

Animal pests and diseases are a major threat to Australia's livestock and poultry industries and an outbreak could impact on our access to export markets and undermine livelihoods.

Australia is currently free of the world's worst animal diseases such as foot-and-mouth disease and avian influenza H5N1, but has recently been impacted by other diseases, such as Equine Influenza and Hendra Virus.

Far North Queensland was affected by papaya fruit fly from 1995 to 1998. This affected a large range of fruit and vegetable crops. Over 700 growers were affected within a 15,000 square kilometre quarantine area. The incursion cost Queensland industry around \$110 million in lost trade, control, treatment and eradication.

The social, economic and environmental consequences of a Foot and Mouth Disease worst-case scenario outbreak involves key beef and lamb export markets being closed for an extended period. The Productivity Commission estimates that the cost of a Foot and Mouth Disease incursion under this scenario would be between \$8 billion and \$13 billion of gross domestic product and its consequences would be felt nationally for nearly 10 years after the event. Although regarded as a low risk, it is possible that an outbreak of an emergency animal disease could be intentional.

Northern Australia is especially vulnerable to pests that could enter from countries to Australia's north. Migrating birds, human activities and wind currents can carry pests to Australian shores from neighbouring countries, potentially using islands as stepping-stones.

The Northern Australia Quarantine Strategy (NAQS) was established in 1989 to help address the unique quarantine risks in this northern region. NAQS conducts surveys along our northern coastline and neighbouring countries for early signs of new pests or disease.

Biosecurity Queensland, part of the Queensland Department of Agriculture, Fisheries and Forestry, is the lead agency for response in the event of a new incursion by an emergency plant or animal pest or disease.

### **19.4 Marine Pests**

Because of the regular visits of international shipping, the threat of a marine pest incursion into the port remains serious. Introduced Marine Pests are marine animals and plants that are accidentally brought to Australia on the hulls of boats and ships and in ships' ballast water. These organisms have the potential to do great harm to our marine ecosystems and to marine industries.

Over 250 introduced marine plants and animals have hitch-hiked to Australian waters on vessels of all types from yachts to commercial ships. Some have taken over habitats from our native species, changing our coastal areas and damaging our fishing, aquaculture and tourism industries. Some pests will encrust structures such as jetties and marinas, long lines used in aquaculture or industrial water intake pipes. Some pests may infest the shoreline to such an extent that the area becomes unattractive and its value as an amenity is reduced.

The threat of marine pest incursion is addressed via the Australian Emergency Marine Pest Plan, which is managed by the Commonwealth Department of Agriculture, Fisheries and Forestry.

In a worst case scenario, it is possible that a serious incursion of a marine pest could cause the extended closure of the Port of Weipa, with significant community consequences.

## 19.5 Fire

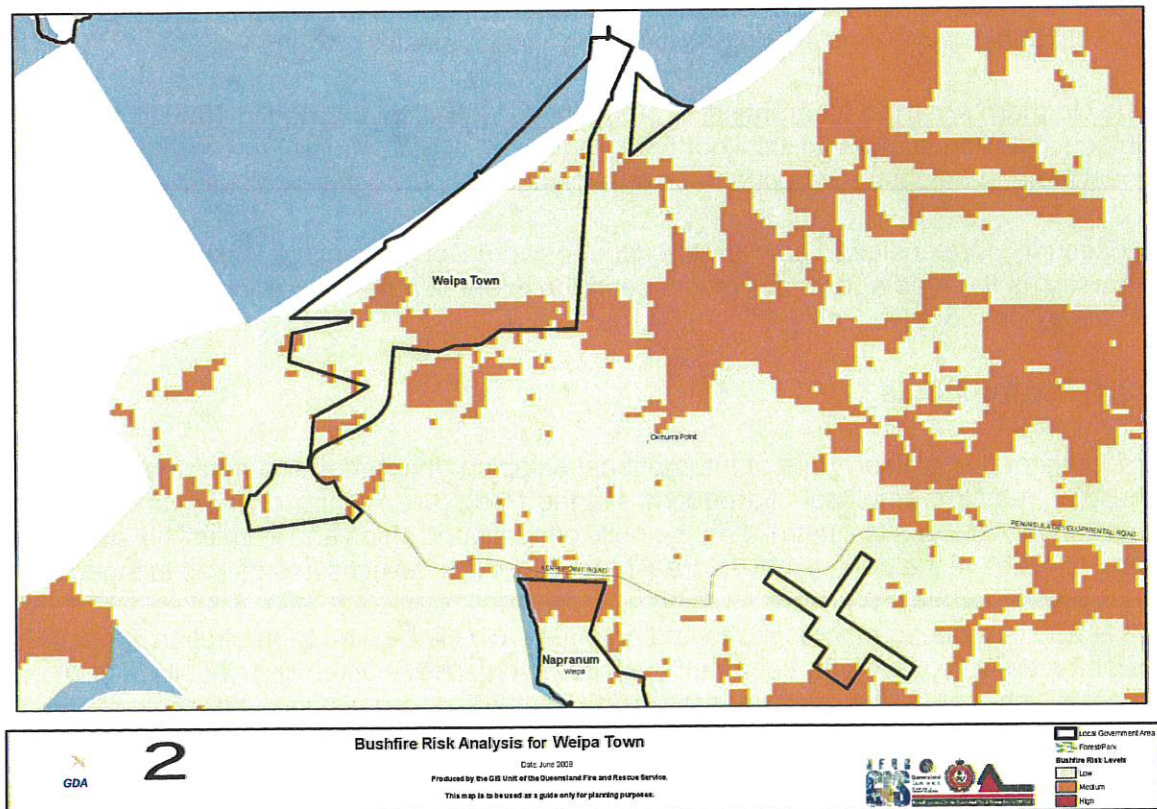
### 19.5.1 Wildfire

The wild fire season occurs in Cape York from July to November each year, and its impact is in direct relationship to the quantity and nature of the fire load and the state of preparedness of the community. It is imperative that bush fire preparedness and mitigation strategies are undertaken to reduce the threat.

Weipa is surrounded by native bushland, and its seasonally abundant fuel load poses a significant threat, particularly where the bush and building infrastructure interface. It is these areas which are targeted seasonally for community education and closely monitored by Rio Tinto Fire and Rescue, and Western Cape Rural Fire Services. The planning of cool burn is managed by the Fire Management Group and a report is handed to the LDMG prior to each cool burn season (April 1 to September 1).

With the increase in development in the town it is essential that where rural residential lots impinge into bushland that the appropriate risk analysis is conducted and the required fire mitigation strategies and community education is applied to reduce the threat of approaching wildfire; this then assures a safer, more informed and wildfire resilient community.

Although there is a risk of wildfire throughout the Weipa town, it is not considered to be of a level of severity which would necessitate the activation of the disaster management system to coordinate a response in relation to an outbreak.



### 19.5.2 Port Fire

The Port of Weipa is the location for the ship to shore discharge of distillate, jet fuel and unleaded grade fuels - all discharged through a 200 millimetre line. There is a consequent significant risk of fire. Although the Rio Tinto Fire and Rescue and Western Cape Rural Fire Service has the capacity to combat shipboard fires whilst the vessel is moored dockside, there is some limited capacity to combat shipboard fires on vessels off the berth, utilising fire-fighting capacity provided by tugs in the port.

### 19.5.3 Industrial Fire

Notwithstanding potential risk to members of the community, there may be fuel shortages and environmental risks as a result of a fire at any of the following facilities within the town boundary:

Location	Diesel	Unleaded	Jet A1	Avgas
Weipa Aerodrome			65,000	89,000
Weipa Power Station	300,000			
Weipa Power Station General Use	16,500			
Lorim Point Main Tanks	15,000,000			
Evans Landing (Rio Tinto)	1,200,000	2,500,000	1,900,000	
Evans Landing (BP)	54,000	27,000		
Boundary Rd (BP)	27,000	35,000		
Andoom	120,000			
East Weipa	100,000			
Andoom Power Station	143,000			
Rail	15,500			

A major concern in relation to fire is the lack of water pressure in some areas of the town. A significant fire or multiple concurrent fires would be very difficult to respond to effectively.

## 19.6 Hazardous Materials Incidents

No 'Large Dangerous Goods Locations' or 'Major Hazard Facilities' as per the Dangerous Goods Safety Management Act 2001 definition have been identified in Weipa. Minor storage of dangerous goods and combustible liquids however are handled by private companies in Weipa, and pose a limited risk to the community.

Transportation and storage regulations, individual company policies and procedures and emergency services contingency response plans are in place to safeguard the population and the environment from accidental exposure to these chemicals, but their presence and transportation on the seaways and through residential areas is nevertheless a risk to the community.

Oil spills and spills of other noxious substances at sea are not coordinated by the Queensland disaster management system, but are managed under national arrangements - *The National Plan to Combat Pollution of the Sea by Oil and other Noxious and Hazardous Substances*, which is managed by the Australian Maritime Safety Authority and Marine Safety Queensland.

## 19.7 Major Transportation Event

A major transportation event, involving multiple casualties, would stretch the capacity of rescue and medical services in the community. Such events could include aircraft crashes or traffic crashes.

Although this Disaster Management Plan covers only the relatively small area of the town of Weipa, the hospital and various emergency services cater to a region as a whole, and the listed capacity of medical and emergency services may not always be fully available to respond to a town-based event.

## 19.8 Earthquakes

Earthquakes have not in the immediate past been a major threat in the Weipa area. *Recent* historical data exists in relation to tremors, but none has caused any great concern. Notwithstanding, the existence of even a slightly volatile seismic environment acts as a prompt for maintaining situational awareness of the threat, and its possible consequences.

The following table represents a sample of the recorded earthquakes to occur in or within the vicinity of Weipa.

Date	Magnitude (Richter Scale)	Location
1910	6.8	Arafura Sea - 300 km NW of Weipa
1998	5.2	Gulf of Carpentaria - 250 km WSW of Weipa
1960	4.9	Gulf of Carpentaria - 330 km WSW of Weipa
1972	4.9	Cape York - 85 km WSW of Lockhart River
2007	4.8	Coral Sea - 70 km NE of Lockhart River
1921	4.5	Gulf of Carpentaria - 350 km SW of Weipa
1990	4.5	Cape York - 210 km NE of Weipa
1923	4.0	Cape York - 190 km NE of Weipa
1994	3.5	Arafura Sea - 350 km NNW of Weipa

Adapted from information supplied by Geoscience Australia

## 19.9 Major Infrastructure Failure

One of the most serious issues facing disaster managers in the 21<sup>st</sup> century is society's dependence upon technology. The same technology which makes life easier for all, and which everyone takes for granted when it is functioning as planned, has the potential to fail, for a variety of reasons, with potentially devastating consequences.

There is the potential for a "ripple effect", where the failure of one essential service may lead to progressive failures of other essential services – eg loss of power would lead to loss of communications, loss of reticulated water supply, loss of sewage treatment capability, etc.

All forms of electronic communication would be affected, affecting such diverse areas as banking and commerce (no automatic teller machines or EFTPOS availability), the transport sector (airline bookings, marine and weather radar and air traffic control), television, and internet and telephone systems in all government offices (all spheres of government).

It is important to note that it is probable that the problem will not only affect this area, but would probably have state-wide and possibly national consequences, resulting in a lack of external support capacity.



## 19.10 Climate Change

While climate change is not in itself a hazard, it has the potential to affect the frequency and intensity of severe weather events.

### 19.10.1 Impacts of climate change on Weipa

(adapted from *Climate Change in the Cape York Region* - Queensland Office of Climate Change)

Projections for the Cape York region include a slight decline in rainfall with increasing temperature and evaporation, in conjunction with more extreme climate events and sea-level rise. The temperature projections for inaction on climate change suggest a temperature increase well outside the range of temperatures ever experienced over the last 50 years. The projections for temperature and number of hot days are all in the same direction - increasing.

A high proportion of Cape York's population reside in close proximity to the coast, greatly increasing the likely consequence of cyclones. The riskiest areas are those closest to the coast, which can incur flash flooding, wind damage and considerable structural damage from falling trees, affecting industry, infrastructure and roads.

Climate change is expected to impact on Queensland's coastal areas particularly through:

- sea level rise;
- changes to the frequency, intensity and location of storms and tropical cyclones; and
- the increased risk of storm surge.

Coastal erosion and storm surges also threaten critical infrastructure vital to transportation and re-supply.

### 19.10.2 Key findings

#### Temperature

There has been minimal change in the average annual temperature over the last decade (from 26.5 °C to 26.4 °C). Projections indicate an increase of up to 3.7 °C by 2070, leading to annual temperatures well beyond those experienced over the last 50 years. By 2070, Weipa may have more than three times the number of days over 35 °C (increasing from an average of 55 per year to an average of 189 per year by 2070).

#### Rainfall

Average annual rainfall in the last decade remained stationary compared to the previous 30 years. Models have projected a range of rainfall changes from an annual increase of 24 per cent to a decrease of 21 per cent by 2070. The 'best estimate' of projected rainfall change shows a decrease under all emissions scenarios.

#### Evaporation

Projections indicate potential evaporation could increase 7–14 per cent by 2070.

### Extreme events

Storm surges will be able to penetrate further inland greatly increasing the risk to natural ecosystems, infrastructure and the risk of erosion in low-lying coastal regions.

#### 19.10.3 Responding to Climate Change

When the risks as identified in the local disaster management planning process are reviewed on an annual basis as required by the legislation, they need to take into account the possible exacerbating effects of climate change.

An initiative of the Office of Climate Change – *'Improved Mapping for Climate Change Responses'* will develop products in the form of computer maps.

The specific steps involved in producing these maps are:

- acquire detailed and up to date aerial imagery for the coastline, against which data can be 'overlaid' and visually represented;
- collate and integrate data to improve its accuracy for flood and storm tide modelling;
- develop tidal plane modelling for identifying highest astronomical tide;
- integrate all data into a spatial imagery overlay model that can be used for land use planning and climate change modelling and for improving emergency response planning;
- fill any DEM data gaps for high value asset areas along the Queensland coastline; and
- provide web based maps.

It is envisaged that interactive maps will be available to stakeholders online and will:

identify areas likely to be at increased risk from coastal hazards, such as storm-surge and sea level rise;

identify areas that are likely to be more vulnerable to coastal erosion; and

provide storm tide flooding assessments, which will assist disaster management planning.

Responses to climate change in the coastal environment will be progressed in accordance with the *Queensland Coastal Plan 2013*.



## **20 COST TO THE COMMUNITY OF DISASTER EVENTS**

### **20.1 Tangible Costs**

Weipa is currently ineligible for disaster relief funding under the Disaster Recovery Funding Arrangements (DRFA).

The DRFA provides for cost-sharing between the Local, State and Commonwealth Governments for expenses incurred by local governments and other entities as a result of a disaster event.

### **20.2 Intangible Costs**

While extreme events are relatively rare, when they do occur they can have a major impact on the health outcomes of the community. Obviously, such events can claim many lives and disrupt the provision of basic services, but they can also have other more subtle effects on the mental health of the population.

For example, following Cyclone Larry in 2006 residents in the affected region reported experiencing a number of emotional highs and lows. Sleep disturbance, lack of concentration and forgetfulness have also been reported as side effects of the disaster. Some of these symptoms may be associated with post traumatic stress disorder and many residents also reported feeling unusually anxious as the next cyclone season approached.

## 21 RISK MANAGEMENT

A risk management process is applied to the hazards identified as potentially having an impact on the community, the economy, the infrastructure or the environment of the Weipa Town Authority. This process identifies the risks to specific sectors emanating from each hazard, and uses the Risk Descriptors and Qualitative Analysis Matrix from the Queensland State Disaster Management Plan. It should be noted that when a previous risk assessment was conducted for the town of Weipa, a different set of risk descriptors was used.

The level of risk is determined by combining the severity of the consequences of the risk with the likelihood of the event impacting the Weipa Town Authority.

### 21.1 Consequence Descriptors

#### **Insignificant**

No fatalities. Medical treatment required. Small number displaced for a short period. Some damage. Little disruption to community. Some impact on environment with no lasting effects. Some financial loss.

#### **Minor**

Small number of fatalities. Hospitalisation required. Minor temporary displacement. Significant damage. Some community disruption. Serious impact on environment with no long-term effects. Significant financial loss.

#### **Moderate**

Multiple fatalities. Numerous injuries requiring hospitalisation. Significant numbers displaced for short periods. Serious damage requiring some external assistance. Community functioning with difficulty. Severe impact on environment with long term effects. Serious financial loss.

#### **Major**

Numerous fatalities. Extensive injuries, with significant hospitalisation. Large number displaced for significant duration. Severe damage that requires external resources. Community only partially functioning. Severe permanent damage to the environment. Severe financial loss.

#### **Catastrophic**

Mass fatalities. Large numbers requiring extended hospitalisation. General and widespread displacement for extended duration. Widespread extensive damage. Community unable to function. Widespread severe permanent damage to the environment. Widespread severe financial loss.

## 21.2 Risk Analysis

### Qualitative Analysis Matrix – Level of Risk

<b>Consequence</b> <b>Likelihood</b>	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (almost certain) 1:1	H	H	E	E	E
B (likely) 1:10	M	H	H	E	E
C (possible) 1:50	L	M	H	E	E
D (unlikely) 1:100	L	L	M	H	E
E (rare) 1:500	L	L	M	H	H

**E:** extreme risk; immediate action required

**H:** high risk; senior management attention needed

**M:** moderate risk; management responsibility must be specified

**L:** Low risk; manage by routine procedures

The 'likelihood' of the risk is based upon the chances of the event actually happening. This is addressed in the left column of the table. To decide upon the Level of Risk, the level of likelihood and the level of consequence are combined, using the above table.

For example, if a risk is decided to be 'Possible' and the consequences of that risk are "Minor", then use of the table shows that the Level of Risk is "Moderate".

If a risk is decided to be 'Possible' and the consequences of that risk are "Major", then use of the table shows that the Level of Risk is "Extreme"

## 21.3 Risk Register

*This section updates the Risk Register included in the Weipa Natural Disaster Risk Management Report (Connell Wagner 2006), and is reflective of the Weipa Town Authority's views in relation to the greatest current risks to the community. The Risk Register has been reviewed in 2014 by a small working group from the Weipa Local Disaster Management Group.*

Hazard	Vulnerable Sector	Potential Risk	Likelihood	Consequence	Level of Risk
All Hazards	Disaster Response Coordination	There is a risk that the ability of the community to instigate an emergency services response to any disaster will be compromised as a result of insufficient communications capacity.	B	3	H
Cyclone	People	There is a risk that people may be injured or killed.	D	3	M
	Infrastructure	There is risk that buildings, facilities and infrastructure will be damaged or destroyed.	D	2	M
	Water Supply	There is a risk that water supply infrastructure may be damaged, disrupted or destroyed.	C	3	H
	Transport	There is a risk that transport infrastructure and services (road, marine and air) may be disrupted.	C	2	M
	Medical Facilities	There is a risk that the Weipa Hospital may be damaged or destroyed.	D	4	H
	People	There is a risk that the town of Weipa will be isolated for a significant period	C	2	M
Fire	People	There is a risk of death or severe injury	D	2	L
	People	There is a risk to public health from smoke inhalation	D	3	M

	Infrastructure	There is a risk that lifeline infrastructure will be damaged or destroyed (power/water/communications/fuel)	C	3	H
		There is a risk that industrial infrastructure will be damaged or destroyed	C	3	H
		Because of its proximity to bushland, There is a risk that the Weipa Hospital will be damaged or destroyed	D	3	M
Human Epidemic/Pandemic	People	There is a risk that an epidemic/pandemic will have a significant impact on the health of the population of Weipa.	C	3	H
	Medical Services	There is a risk that the local medical services capacity will be overwhelmed.	C	3	H
Animal Disease	Economy	There is a risk that an outbreak of an emergency animal disease will impact on the economy of the town via the loss of the cattle export trade	C	3	H
	People	There is a risk that an outbreak of an emergency animal disease will impact on human health.	D	2	L

## 21.4 Risk Treatment Register

*This section updates the Risk Treatment Register included in the Weipa Natural Disaster Risk Management Report (Connell Wagner 2006), and is reflective of the Weipa Town Authority's views in relation to the greatest current risks to the community.*

Event	Risk	Treatment Strategy	Agency Responsible	Timeline
<i>Events that Local Government considers present unacceptable levels of risk</i>	<i>Identify the specific risk to be addressed</i>	<i>List the treatment or range of treatments required to minimise or manage the risk scenario</i>	<i>List the LDMG agency responsible for the action, or the non-LDMG agency which needs to be lobbied to have the treatment actioned</i>	<i>Identify timelines for the actioning of the identified treatments</i>
All Hazards - Disaster Response Coordination	There is a risk that the ability of the community to instigate an emergency services response to any disaster will be compromised as a result of insufficient communications capacity.	<ul style="list-style-type: none"> <li>Lobby Telstra regarding the provision of strengthened communication capacity via a reliable mobile telephone and wireless internet service, capable of effective use across all of the Weipa town area.</li> <li>Enhance WTA Communication Systems to use in an emergency/disaster event.</li> </ul>	<ul style="list-style-type: none"> <li>Chair, LDMG</li> <li>Telstra</li> <li>DDMG</li> <li>WTA</li> </ul>	Immediate
Cyclone	There is a risk that the town of Weipa will be isolated for a significant period	<ul style="list-style-type: none"> <li>Provision of a community awareness and preparedness campaign to highlight the cyclone risk in Weipa and to encourage individual members of the community and business owners to have their own disaster/emergency plans in place</li> <li>Encourage residents to prepare for possible temporary isolation</li> <li>Encourage residents not to 'panic buy' in the period immediately prior to a cyclone.</li> <li>Identify and secure alternative transport means</li> </ul>	<ul style="list-style-type: none"> <li>Old Fire and Emergency Services</li> <li>Local Disaster Management Group</li> <li>State Emergency Service</li> <li>WTA</li> <li>Rio Tinto</li> </ul>	September to April



Cyclone	There is a risk that water supply and sewerage infrastructure may be damaged, disrupted or destroyed	• Clearance of vegetation around facilities to prevent damage from falling trees	• Weipa Town Authority	Ongoing
		• Provision of emergency generators	• Weipa Town Authority	As required
		• Maintenance of current infrastructure	• Rio Tinto	Ongoing
		• Development of an aid agreement with Ergon Energy in relation to their provision of emergency assistance	• Rio Tinto	Ongoing
Cyclone	There is a risk that power generation and supply may be disrupted	• Ensure an ongoing building maintenance regime	• Torres and Cape York Health and Hospital Service	Ongoing
		• Ensure that the facility has a functional and current emergency plan	• Torres and Cape York Health and Hospital Service	Ongoing
		• Identify an alternative location for the provision of service	• Torres and Cape York Health and Hospital Service	As required
Cyclone	There is a risk that the hospital may be damaged or destroyed			



Fire	There is a risk of death or severe injury	<ul style="list-style-type: none"> <li>Public awareness campaign to focus on the risk of fire</li> </ul>	<ul style="list-style-type: none"> <li>Rural Fire Service</li> <li>LDMG</li> </ul>	Prior to the annual fire season
Fire	There is a risk to public health from smoke inhalation	<ul style="list-style-type: none"> <li>Public awareness campaign to focus on the public health risks from fire</li> </ul>	<ul style="list-style-type: none"> <li>Torres and Cape York Health and Hospital Service</li> <li>LDMG</li> </ul>	Prior to the annual fire season
Fire	There is a risk that homes will be damaged or destroyed	<ul style="list-style-type: none"> <li>Public awareness campaign to focus on fire prevention and protection strategies</li> </ul>	<ul style="list-style-type: none"> <li>Rural Fire Service</li> <li>LDMG</li> </ul>	Prior to the annual fire season
Fire	There is a risk that lifeline infrastructure will be damaged or destroyed (power/water/communications/fuel)	<ul style="list-style-type: none"> <li>Provision and maintenance of adequate firebreaks and fire protection strategies around physical infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Weipa Town Authority</li> <li>Rio Tinto</li> </ul>	Immediate and ongoing
Fire	Because of its proximity to bushland, There is a risk that the Weipa Hospital will be damaged or destroyed	<ul style="list-style-type: none"> <li>Provision and maintenance of adequate firebreaks around physical infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Torres and Cape York Health and Hospital Service</li> </ul>	Immediate and ongoing

Human Epidemic/Pandemic	There is a risk that a human epidemic/pandemic will have a significant impact on the health of residents.	<ul style="list-style-type: none"> <li>Provision of a community awareness and preparedness campaign to highlight the public health risk from a human epidemic/pandemic in the area and to encourage individual mitigatory action.</li> </ul>	<ul style="list-style-type: none"> <li>Tropical Public Health Unit</li> </ul>	As required by circumstance
Human Epidemic/Pandemic	There is a risk that medical services capability will be overwhelmed.	<ul style="list-style-type: none"> <li>Development and maintenance of a contingency plan for continuation of service</li> </ul>	<ul style="list-style-type: none"> <li>Tropical Public Health Unit</li> </ul>	Ongoing
Emergency Animal or Plant Disease	There is a risk of outbreak of an emergency animal or plant disease	<ul style="list-style-type: none"> <li>Development and maintenance of a Pest Management Plan</li> </ul>	<ul style="list-style-type: none"> <li>Weipa Town Authority</li> </ul>	Ongoing
		<ul style="list-style-type: none"> <li>Provision of a community awareness and preparedness campaign to highlight the emergency animal disease risk in the area</li> </ul>	<ul style="list-style-type: none"> <li>Australian Government Department of Agriculture Bio-security Queensland Local Disaster Management Group</li> </ul>	
		<ul style="list-style-type: none"> <li>Conduct weekly vector surveillance at designated sites around International wharves and twice-yearly larger vector survey on behalf of the World Health Organisation.</li> </ul>	<ul style="list-style-type: none"> <li>Australian Government Department of Agriculture</li> </ul>	
		<ul style="list-style-type: none"> <li>Conduct regular fruit fly monitoring.</li> </ul>	<ul style="list-style-type: none"> <li>Australian Government Department of Agriculture</li> </ul>	
		<ul style="list-style-type: none"> <li>Conduct surveys for exotic insect pests, plant diseases and weeds and host plant mapping.</li> </ul>	<ul style="list-style-type: none"> <li>Australian Government Department of Agriculture</li> </ul>	
Emergency Animal or Plant Disease	There is a risk that an outbreak of an emergency animal disease will impact on human health.	<ul style="list-style-type: none"> <li>Conduct feral animal surveys</li> </ul>	<ul style="list-style-type: none"> <li>Australian Government Department of Agriculture</li> </ul>	
Emergency Animal or Plant Disease	There is a risk that an outbreak of an emergency animal disease will impact on the economy of the town via the loss of the cattle export trade	<ul style="list-style-type: none"> <li>Provision of a community awareness and preparedness campaign to highlight the emergency animal disease risk in the area and to encourage individual mitigatory action.</li> <li>Provision of a community awareness and preparedness campaign to highlight the emergency animal disease risk in the area</li> </ul>	<ul style="list-style-type: none"> <li>Australian Government Department of Agriculture Bio-security Queensland Local Disaster Management Group</li> <li>Australian Government Department of Agriculture Bio-security Queensland Local Disaster Management Group</li> </ul>	Ongoing

## 21.5 Residual Risks:

The following is a list of identified risks that are not within the capacity of the Weipa LDMG to address and are therefore deemed to be Residual Risks.

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

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

## 21.6 Residual Risk Table

Issue	Current Capacity	Residual Risk	Can Council assist?
Staffing, logistics and financial support associated with the establishment of a Local Disaster Coordination Centre. QRA and EMA has advised that they will not approve an exemption at this stage to deem WTA an eligible undertaking under the DREA.	Without financial assistance, WTA has very limited staff and would only be able to support the LDCC for a short term minor event.	The establishment of a coordination centre above a minor event will not be possible without significant assistance with funding for logistics and staffing from the Far Northern District.	No
Evacuation of entire community	Limited capacity exists to evacuate the whole community (with the exception of a move of some persons to RAAF Scherger)	Request to District for assistance over and above the capacity of these two locations.	No
Multiple houses damaged especially those involving multi-casualty scenarios	There is a risk that emergency services response to any disaster event will be severely compromised as a result of insufficient response capacity.	The community has a limited response capacity, because of its size and relative potential isolation. There is a permanent Police and Ambulance presence in the community, but not in large numbers. State Emergency Service and Rural Fire Service both have a small presence in the community, and in the main share membership. While the capacity is there to handle smaller events, any large scale impact would require the expeditious deployment of external emergency services resources	May be able to supply one or two vehicles to move them around
There is a risk to first responders, building workers and to the general population of asbestos contamination from damaged buildings.	The community has a number of personnel trained in or equipped for asbestos removal (approximately 60 persons). However, external expertise may be required for a significant event. The general public	Request to District for assistance	

	perceptions of risk associated with asbestos would need to be managed in a significant event.		
Various Public Health Risks	The community has one Environmental Health Worker. In a major event, professional EHO assistance will be required for a range of public health/environmental health issues.	Request to District for assistance	
Weipa Public Storm Surge Shelter	The community has limited personnel experienced in the use of the storm surge shelter. External expertise would be required in an event.	Request to District for assistance	Would be able to supply a number of staff or volunteers to assist.
There is potential for the communities of Napranum and Mapoon to request or expect assistance in the case of an event, e.g. a request for assistance by SES.	There will be limited capacity within Weipa to provide assistance to Napranum or Mapoon in the case of a major disaster event, which is likely to affect all communities.	Request to District for assistance	

## 22 REVIEW AND ASSESSMENT OF PLAN

### 22.1 Review of Main Plan

The Local Disaster Management Plan should be reviewed by a working group from the Local Disaster Management Group as follows:

<b>May - August</b>	Working group reviews and amends (as required) the main plan and sends to LDMG for amendments
<b>September</b>	Draft plan submitted to full Local Disaster Management Group for endorsement
<b>September</b>	Reviewed plan submitted to WTA for approval
<b>September</b>	Update plan submitted to District Disaster Management Group for endorsement

The master contact list for all organisations/persons involved in disaster management arrangements should be updated at each LDMG meeting and will be held by the Local Disaster Coordinator.

### 22.2 Review of Operational Plans and Recovery Strategy

The Disaster Management Operational Plans and the Disaster Recovery Strategy should be reviewed by an LDMG working group as follows:

<b>May - August</b>	Working groups review and amend (as required) the supporting plans
<b>September</b>	Draft amended plans submitted to full Local Disaster Management Group for acceptance or further amendment
<b>September</b>	Reviewed plans submitted to WTA as part of the Main Plan
<i>N.B.</i>	<i>If at any time during the year, it becomes apparent that an urgent amendment to or review of the planning documentation is required for operational effectiveness, then such review or amendment must be implemented expeditiously.</i>

## **23 TRAINING PROGRAM**

The Disaster Management Officer will ensure that a suitable disaster management training program is designed and implemented, in collaboration with any training provided by / through Queensland Fire and Emergency Services. The training program will include specific training, through workshops, discussion forums and formal instruction, to maintain the disaster management knowledge and understanding levels of all participants at the highest possible level.

The Local Disaster Coordinator will liaise with Queensland Fire and Emergency Services in relation to accessing State/Commonwealth provided training programs and will arrange for members of the Local Disaster Management Group to be made aware of training courses or other appropriate activities being offered.

## **24 EXERCISES**

Exercises are a key component of disaster management strategies:

- to practice coordination and liaison procedures between participating organisations in responding to a disaster event, and
- to identify and take steps to eradicate any serious procedural and functional weaknesses.

Disaster management exercises should be conducted as follows:

### **24.1 Disaster Coordination Centre Exercises**

WTA in-house exercise to test the activation of the Disaster Coordination Centre, including staffing requirements, setting up of the facility, emergency power operation, communication links, etc. – at least annually.

Conduct exercise to practise the use of the Information Management System with all Council and other personnel who will work in the LDCC when it is operational – at least annually.

### **24.2 Operational Plans Exercise**

To be conducted prior to the review of the Operational Plans.

Agencies with specific functional responsibility for the development of operational plans should prepare and conduct discussion exercises with members of the working groups to assist in the development of the operational planning process.

### 24.3 Exercise And Review Register

A disaster management exercise is *a scenario-driven activity used primarily to train personnel and test capabilities*. It is low-risk and involves varying degrees of simulation or 'pretending'.

There are a number of different styles of exercise. The most common types in use in Queensland are:

Exercise styles	Exercise types	Description
Discussion Exercises	Orientation Seminar	The 'walk through' - especially for inductees
	Agency Presentation	Prepare an agency specific action plan and present it in plenary.
	'Hypothetical'	Responses may be prepared in groups, in plenary, or under the guidance of a facilitator who maintains the pace and asks probing questions (the 'hypothetical'). A cost effective and highly efficient exercise method that might be conducted in conjunction with a field exercise as part of a series.
	Table Top Exercise	Indoor discussion exercises. May feature a model of the area on which a prepared scenario is played out, or simply using a projected map. The model or map is used to illustrate the deployment of resources, but no resources are actually deployed
Field Exercises	Operational Exercise	An exercise in which emergency management organisations and agencies take action in a simulated situation, with deployment of personnel and other resources, to achieve maximum realism. It is conducted on the ground, in real time but under controlled conditions, as though it were a real emergency. A full scale (or Field) exercise might be characterised by some, or all, of: noise, realism, stress, heat and real time. This is resource and cost intensive.

Exercises may be conducted internally, at the instigation of the Local Disaster Coordinator, and with the assistance of personnel from Queensland Fire and Emergency Services. Exercises may also be conducted on a district-wide basis, involving a number of different Local Disaster Management Groups, and managed externally, either by the DDMG or by the State Disaster Coordination Centre in Brisbane.

### 24.4 Evaluating the exercise

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

conclusion of an exercise it is also important that debriefs are conducted to capture issues and areas for improvement.

It is recommended that the LDMG consider the use of hot debriefs, conducted immediately following participants' involvement in the exercise; and a more detailed After Action Review conducted within a few days of the exercise, to allow participants time to provide a more considered view of the exercise.

When feedback is being collected it is important to consider issues and action items in two separate categories:

- Exercise design and conduct – issues and feedback relating to the exercise format, design and conduct. This feedback will help to inform the design and conduct of future exercises.
- Achievement of exercise objectives – the exercise evaluation process should examine to what extent the exercise objectives were achieved. Any gaps or issues identified during this process can be reported as 'findings'. Tabling these findings allows for the development of appropriate treatment options designed to address identified gaps and issues. Exercise findings and treatment options should then be captured in a wider Post-Exercise Report.

Details of exercises (activities conducted, training gaps identified, etc) will be included in the annual report of the LDMG.

## **25 Post Disaster Assessment**

### **25.1 Post-Disaster Operational Review**

#### **25.1.1 Debriefing**

Debriefing is a valuable tool in the ongoing improvement of disaster management. Effectively undertaken, debriefing will identify areas of concern in the existing planning or response arrangements, as well as identifying areas of appropriate activity.

There are two different levels of debriefing activity, for two distinct purposes.

- Hot Debrief
- (Post-Event) Operational Debrief

#### **25.1.2 The Hot Debrief**

This is a debrief undertaken immediately after operations are complete, giving participants the opportunity to share learning points while the experience is still very fresh in their minds.

Multiple hot debriefs during protracted operations may be appropriate to identify significant issues and provide prompt solutions for immediate implementation - in protracted operations, hot debriefs are to be conducted daily. Debriefs are to be conducted by the Local Disaster Coordinator.



### 25.1.3 The (Post-Event) Operational Debrief

Post event debrief is a more formalised debrief of the event by the Local Disaster Management Group, conducted days or weeks after an operation, when participants have had an opportunity to take a considered view of the effectiveness of the operation.

Ideally this debrief should occur after each participating agency has had the opportunity to have a single agency debrief of the activity.

The LDMG may consider having the debrief facilitated by an independent person or organisation.

An effective debrief will:

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

The debrief should address:

- What happened during the event
- Areas which were handled well
- Areas where the coordination or the response could be improved
- Identified areas for amendment of plans, procedures, or training programs

The required amendment to documentation should be included in the regularly programmed review of the Local Disaster Management Plan.

A Post Event Operational Review Report should be completed in association with Queensland Fire and Emergency Services, and any perceived gaps in capacity or process should be addressed in the ongoing disaster management program.

## **26 REPORTING ARRANGEMENTS**

### **26.1 Operational Reporting**

Operational Reporting will occur as per the Operational Plan: *Disaster Coordination Centre*.

## **26.2 Performance Reporting**

The Local Disaster Management Group will report annually (and at other times as may be directed) regarding its activities to WTA. The annual report shall include such content as may be required by the Act, and copies thereof shall be furnished to the District Disaster Coordinator and the Regional Director, Queensland Fire and Emergency Services.

Before each scheduled meeting of the District Disaster Management Group, the Local Group will provide specific information to the District Disaster Management Group in the prescribed format.

## **26.3 Membership Reporting**

The Local Disaster Management Group will, following the annual review of the Disaster Management Plan, forward a list of the current members of the Local Group to the Executive Officer of the State Group and the District Disaster Coordinator.

# **27 PUBLIC AWARENESS**

## **27.1 Community Information**

The community should be informed of the disaster management arrangements the Local Disaster Management Group has in place by information distribution, newspaper articles, advertisements and brochures as follows.

### WTA Website & Disaster Dashboard

The Disaster Management Officer is to ensure the maintenance of disaster-related public awareness material on the WTA website and the Weipa Disaster Dashboard.

The current copy of the Weipa Local Disaster Management Plan (Disaster Management Arrangements) is to be available for public viewing on the WTA website.

### Town Authority Office

The current copy of the Weipa Local Disaster Management Plan is to be available for public viewing in the WTA office.

### Facebook and Media Releases

The WTA can release disaster related information and community awareness initiatives via the WTA Facebook page.

WTA may arrange for a pre-fire season and/ or pre-cyclone season disaster preparedness information page for inclusion in the local newspaper.

## **27.2 Community Education**

### Schools and Community

The LDMG may present a community education and awareness programs to the school for pre-cyclone season and/ or pre-fire season. This can be initiated by the WLDMG or at the request of the school. This program may be developed by the Disaster Management Officer.

Other education initiatives may include the annual Get Ready QLD local community engagement event , visits to local businesses and organisations, and distribution of written information via sources such as the newspaper, Facebook, WTA website and Disaster Dashboard.

## 28 COMMUNITY WARNING AND ALERTING SYSTEMS

Public information and warnings will be provided in relation to a current event and should include information about the event and any actions recommended.

Broadcast radio should be the primary vehicle for public information in most events.

Warnings may emanate from different sources, depending on the event.

There is the ability for a public warning to be issued to the community via the broadcast radio/TV system, and in particular ABC Far North Radio. Other radio sources can include Rebel FM and Breeze.

The WTA mobile and fixed electronic message boards will be used to notify the community of important information relating to an event.

Where practicable, copies of public information bulletins issued by the Local Disaster Management Group etc will be placed on notice boards at the following locations:

- Weipa Post Office
- Woolworths Supermarket
- Public notice boards

## 29

### 29 ACTIVATION

Activation at the local level will be in response to an event that demands a coordinated community response to combat. The authority to activate the Disaster Plan is vested in the Chairperson of the Weipa Local Disaster Management Group, or his/her delegate. It is the duty of the Chairperson or his/her delegate to inform the District Disaster Coordinator regarding the Plan's activation. The plan may also be activated at the request of the District Disaster Coordinator.

#### 29.1 Local Disaster Management Group Response Activation Levels

##### ACTIVATION RESPONSE MODEL

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 hazard.
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 standby - prepared but not activated.
Stand Up	The operational state following 'Lean Forward' where resources are mobilised, personnel are activated and operational activities commenced. Disaster coordination centres are activated.
Stand Down	Transition from responding to an event back to normal core business and/or recovery operations. The event no longer requires a coordinated operational response.



## 29.2 Activation Stages (LDCC)

The activation stages of the LDCC are encapsulated below, but for further information, refer to the Operational Plan: *Disaster Coordination Centre* -

Level of Activation	Triggers	Actions	Communications
Alert	<p>A heightened level of vigilance due to the possibility of an event in the area of responsibility. Situational reports to be discussed with the DDC. No further action is required, however the situation should be monitored by someone capable of assessing the potential of the threat.</p> <p>The LDC will maintain situational awareness in relation to an event which may have the potential to require the activation of the disaster management system.</p> <p>As appropriate, the Chairperson will place the members of the LDMG on standby, whereby they are expected to maintain awareness of current affairs and weather conditions (where applicable) and to be available to attend any meeting of the LDMG</p>		
	<ul style="list-style-type: none"> <li>Awareness of a hazard that has the potential to affect the local government area</li> </ul>	<ul style="list-style-type: none"> <li>Hazard &amp; risks identified</li> <li>Information sharing with warning agency</li> <li>LDC contacts QFES</li> <li>Initial advice to all stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>Chair and LDC on mobile remotely</li> </ul>
Standby (Lean Forward)	<p>An operational state characterised by a heightened level of situational awareness of a disaster event (either current or impending) and a state of operational readiness. Disaster coordination centres are on stand by and prepared but not activated. Situational reports to DDC should continue as arranged.</p> <p>The LDCC is ready to be activated as required.</p> <p>The Chairperson implements the Disaster Management Plan as deemed necessary in the circumstances.</p> <p>The Local Disaster Coordinator places the Local Disaster Coordination Centre staff on Standby (Lean Forward).</p>		
	<ul style="list-style-type: none"> <li>There is a likelihood that threat may affect local government area</li> <li>Threat is quantified but may not yet be imminent</li> <li>Need for public awareness</li> <li>LDMG is now to manage the event</li> </ul>	<ul style="list-style-type: none"> <li>QFES and LDC conduct analysis of predictions</li> <li>Chair and LDC on watching brief</li> <li>Confirm level &amp; potential of threat</li> <li>Check all contact details</li> <li>Commence cost capturing</li> <li>Conduct meeting with available LDMG</li> <li>Council staff prepare for operations</li> <li>Determine trigger point to stand up</li> <li>Prepare LDCC for operations</li> <li>Establish regular communications with warning agency</li> </ul>	<ul style="list-style-type: none"> <li>Chair, LDC and LDMG members on mobile and monitoring email remotely</li> <li>Ad-hoc reporting</li> </ul>



		<ul style="list-style-type: none"> <li>• First briefing core members of LDMG</li> <li>• LDC advises DDC of lean forward &amp; establishes regular contact</li> <li>• Warning orders to response agencies</li> <li>• Public information &amp; warning initiated</li> </ul>	
Activation (Stand Up)	<p>An operational state where resources are mobilised, personnel are activated and operational activities commenced. Disaster coordination centres are activated. Situational reports to DDMG continue according to agreed timelines.</p> <p>The Local Disaster Coordinator activates the Local Disaster Coordination Centre to an appropriate level to coordinate the response to the event.</p>		
	<ul style="list-style-type: none"> <li>• Threat is imminent</li> <li>• Community will be or has been impacted</li> <li>• Need for coordination in LDCC</li> <li>• Requests for support received by LDMG agencies or to the LDCC</li> <li>• The response requires coordination</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting of LDMG Core Group</li> <li>• LDCC activated</li> <li>• Rosters for LDCC planned &amp; implemented</li> <li>• Commence operational plans</li> <li>• Local government shifts to disaster operations</li> <li>• LDMG takes full control</li> <li>• SOPs activated</li> <li>• Core group of LDMG located in LDCC</li> <li>• Commence SITREPs to DDMG</li> <li>• Distribute contact details</li> <li>• DDMG advised of potential requests for support</li> </ul>	<ul style="list-style-type: none"> <li>• LDCC contact through established land lines and generic email addresses</li> <li>• Chair, LDC and LDMG members present at LDCC, on established land lines and/or mobiles, monitoring emails</li> </ul>
Stand Down	<p>Transition from responding to an event back to normal core business and/or continuance of recovery operations. There is no longer a requirement to respond to the event and the threat is no longer present.</p> <p>A decision is made by the Local Disaster Coordinator to cease operations. The Disaster Coordination Centre will then be closed.</p> <p>Disaster Coordination Centre staff are to be debriefed.</p> <p>Members of the Local Disaster Management Group are to attend a Debrief meeting, which is to contain reports from relevant agencies.</p>		
	<ul style="list-style-type: none"> <li>• No requirement for coordinated response</li> <li>• Community has returned to normal function</li> <li>• Recovery taking place</li> </ul>	<ul style="list-style-type: none"> <li>• Final checks for outstanding requests</li> <li>• Implement plan to transition to recovery</li> <li>• Debrief of staff in LDCC</li> <li>• Debrief with LDMG members</li> <li>• Consolidate financial records</li> <li>• Hand over to Recovery Coordinator for reporting</li> <li>• Return to local government core business</li> <li>• Final situation report sent to DDMG</li> </ul>	<p>LDMG members not involved in recovery operations resume standard business and after hours contact arrangements</p>

## **29.3 DISASTER COORDINATION CENTRES**

Scheduled for completion 1<sup>st</sup> quarter 2022, the newly constructed Weipa State Emergency Services Local Headquarters situated on the corner of Hibberd Drive and Central Avenue will be the primary disaster coordination centre for the Weipa Local Disaster Management Group. The Weipa Town Authority Council Chambers will become the secondary LDCC, also located in Rocky Point.

Further details concerning the resourcing and operation of the disaster coordination centre are addressed in the Operational Plan: Disaster Coordination Centre.

## **30 CONCEPT OF OPERATIONS FOR RESPONSE**

### **30.1 Operational Reporting**

Agency Situation Reports will be submitted at intervals as determined by the DDMG in order to ensure that the Disaster Coordination Centre maintains complete situational awareness.

LDMG Situation Reports will be submitted on a regular basis to the DDMG, Cairns.

Such reports will be required at times stipulated by the DDC Cairns, and will be in the format as prescribed in the LDCC Sub-Plan.

### **30.2 Financial Management**

There is a need for Council and other responding agencies to manage specific internal financial arrangements in support of a disaster event, and the eventual financial claiming process to recoup funds.

This area has been addressed via the development of an advisory Financial Management Sub-Plan which addresses a number of issues in relation to disaster financial arrangements.

#### State Disaster Relief Arrangements (SDRA)

The intent of the SDRA is to assist in the relief of communities whose social wellbeing has been severely affected by a disaster event (natural or non-natural). The SDRA is State funded, and therefore not subject to the Australian government imposed event eligibility provisions or activation threshold. As a consequence, SDRA is able to address a wider range of disaster events and circumstances where personal hardship exists.

#### Disaster Recovery Funding Arrangements (DRFA)

The Weipa Town Authority is currently ineligible to receive Disaster Recovery Funding Arrangements (DRFA) funding. Therefore all costs associated in the operations of the LDCC including staff wages, catering, external clean-up activities etc. are not claimable by the WTA. Where a request for assistance is approved through QFES, the associated costs of extra staff including travel and accommodation will be handled directly through QFES.

### 30.3 Media Management

A Public Information and Warnings Operational Plan has been developed to provide for the effective collection, monitoring, management and dissemination of accurate, useful and timely information and warnings to the public during and after disaster events.

### 30.4 Accessing Support and Allocation of Resources

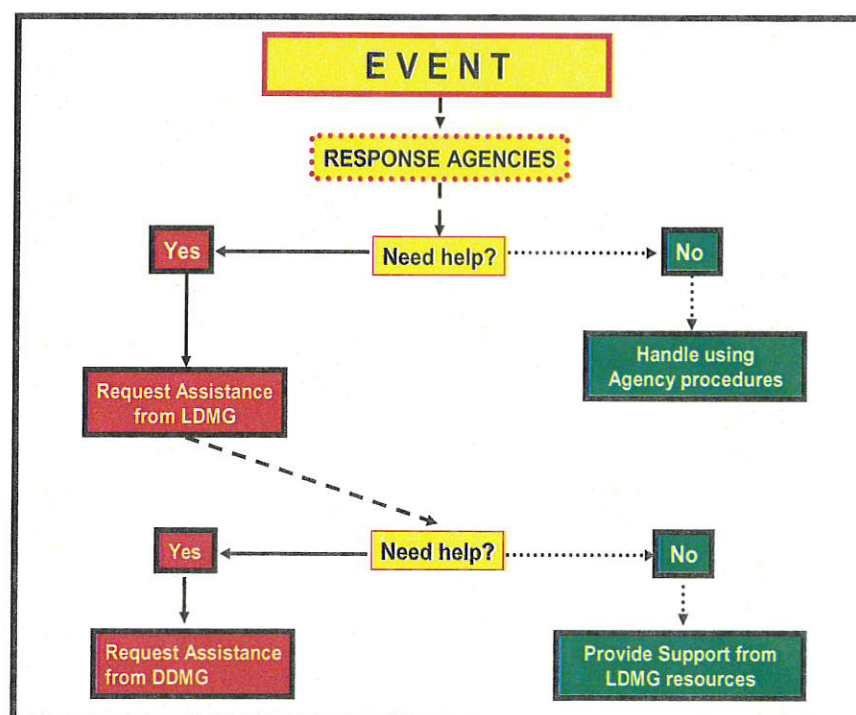
While the Weipa LDMG has available to it the combined resources of all of its member agencies to apply to the response to an event, there will be times when the resources available will be either insufficient or inappropriate.

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

The DDMG will provide the resource as requested, and the LDMG will be responsible for the management of that resource at local level.

Resources in this context may include human resources, encompassing response personnel and disaster coordination personnel. It should be noted, however that the management of the response to the event will always remain the responsibility of the LDMG.

The following table depicts the disaster management response (and support) system in operation at local level:





### **30.5 Disaster Declaration**

Where there is a requirement for a person or a class of persons to exercise the additional powers available under the provisions of *s.77 of the Act*, the District Disaster Coordinator may with the approval of the Minister, declare a disaster situation for the Disaster District or a part of the Disaster District).

The District Disaster Coordinator should take reasonable steps to consult with Council prior to any declaration.

There is also provision for the Premier of Queensland and the Minister for Emergency Services to declare a Disaster Situation for the State or a part of the State.

The chairperson of the State Disaster Management Group or the District Disaster Coordinator only may authorise the exercise of additional powers.

The declaration of a disaster situation does not affect Council's responsibilities in relation to the coordination of the response to and recovery from the disaster event.

### **30.6 Resupply**

The LDMG is responsible for the management of and community education and awareness in relation to the resupply of isolated communities and isolated rural properties.

Further details of the State Resupply Policy are addressed in the Resupply Operational Plan.



## 31 Recovery Strategy

Local recovery strategies incorporate human-social, infrastructure, economic, and environmental factors in a Recovery Operational Plan.

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

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

Recovery can be a long and complex process which extends beyond immediate support to include repair, reconstruction, rehabilitation, regeneration and restoration of social wellbeing, community development, economic renewal and growth, and the natural environment.

Examples of recovery strategies may include:

- Providing relief measures to assist persons affected by the event who do not have resources to provide for their own personal wellbeing;
- Restoring essential infrastructure in the area or areas affected by the event;
- Restoring the natural and built environment in areas affected by the event;
- Providing personal support to individuals affected by the event, including temporary hospital accommodation, emergency medical supplies, material assistance and counselling services; and/or
- Supporting community development

Further details are addressed in the Recovery Operational Plan.