Yarrabah Aboriginal Shire

2025

Local Disaster Management Plan

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

Foreword

This document has been developed and approved by the Yarrabah Local Disaster Management Group at its meeting on the 21 August 2017. This plan describes the arrangements required under the 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 community's risk profile, and to reflect learnings from disaster events here and elsewhere.

As a community we are unable to prevent a disaster from happening, however, we are able to minimise the adverse effects a disaster has on a community (both economically and socially) through comprehensive planning and preparation and managing effective response and recovery.

Chairperson

Yarrabah Local Disaster Management Group

Dated: 18 / June / 2025

Endorsement

The preparation of this Local Disaster Management Plan has been undertaken in accordance with the Disaster Management Act 2003 (the Act), to provide for effective disaster management in the local government area.

The plan is endorsed for distribution by the Yarrabah Aboriginal Shire Council.

Chief Executive Officer

Yarrabah Aboriginal Shire Council

Dated: 18 / June / 2025

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Administration and Governance

Document Control

The Local Disaster Management Plan is a controlled document. The controller of the document is the Yarrabah Aboriginal Shire Council Local Disaster Coordinator (LDC). Any proposed amendments to this plan should be forwarded in writing to:

> Local Disaster Coordinator
> Chief Executive Officer
> C/- Post Office,
> Yarrabah,
> Qld. 4871.

The LDC may approve inconsequential amendments to this document. Any changes to the intent of the document must be approved and endorsed by the local government.

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

Amendment Register

Amendment History		
No / Ref	**Issue Date**	**Inserted by**
Counter Disaster Plan	December 1996	Nil Recorded
Counter Disaster Plan	May 2000	Nil Recorded
Disaster Management Plan 2009	Nil Recorded	Nil Recorded
2011 V. 1	July 2011	EMQ
Amendment of demographics information	September 2011	CEO
Final edit of draft	September 2011	LDMG
Complete Review and Redevelopment	26 June 2013	RCM Disaster Management Services
Version 1 - 2013		CEO / LDC
Version 2.0	13 April 2016	CEO LDC
Version 2.1	21 August 2017	CEO LDC
Version 2.2	31 May 2018	CEO LDC
Version 3.0	05 August 2019	CEO/LDC
Version 3.1	19 September 2020	CEO/LDC
Version 3.2	30 April 2021	CEO/LDC
Version 3.3	28 July 2022	CEO/LDC
Version 3.4	24 July 2024	CEO/LDC
Version 3.5	18 June 2025	CEO/LDC

Distribution

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

Definitions

Advisor	A person invited to participate in the business of a disaster management group in an advisory capacity on an as-required basis.
Alert	A heightened level of vigilance due to the possibility of an event in the area of responsibility. No action is required however the situation should be monitored by someone capable of assessing the potential of the threat.
Chair	The person appointed by the local government as the Chair of the Local Disaster Management Group.
Community	A group of people with a commonality of association and generally defined by location, shared experience, or function.
Community Resilience	The adaptive capacity of its members to respond to and influence the consequences of disasters to continue an acceptable level in functioning and structure (Adapted from the United Nations International Strategy for Disaster Reduction; 2002; and The Community Resilience Manual, Canada, 2000)
Coordination	The bringing together of organisations to ensure effective disaster management before, during and after an event. It is primarily concerned with systematic acquisition and application of resources (people, material, equipment, etc) in accordance with priorities set by disaster management groups. Coordination operations horizontally across organisations and agencies.
Coordination centre	A facility established at State, district or local level as a centre of communication and coordination during times of disaster operations.
Deputy Chair	The person appointed by the local government as the Deputy Chair of the Local Disaster Management Group.
Disaster	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 to recover from the disruption (Disaster Management Act 2003).
Disaster district	Part of the state prescribed under a regulation as a disaster district.
Disaster management	Arrangements about managing the potential adverse effects of an event, including, for example, arrangements for mitigating, preventing, preparing for, responding to and recovering a disaster (Disaster Management Act 2003)
Disaster management functions	The services essential to managing the impacts and consequences of an event.
Disaster mitigation	The taking of preventative measures to reduce the likelihood of an event occurring or, if an event occurs, to reduce the severity of the event (Disaster Management Act 2003)
Disaster operations	Activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, including, for example, activities to mitigate the adverse effects of an event (Disaster Management Act 2003)

Disaster preparedness	The taking of preparatory measures to ensure that, if an event occurs, communities, resources and services are able to cope with the effects of the event (Disaster Management Act 2003)
Disaster research	May be broadly understood as a systematic inquiry, before and after a disaster, into a relevant disaster management problem (COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002)
Disaster response	The taking of appropriate measures to respond to an event, including action taken and measures planned in anticipation of, during, and immediately after an event to ensure that its effects are minimised and that persons affected by the event are given immediate relief and support (Disaster Management Act 2003)
Disaster response capability	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 (Disaster Management Act 2003)
Disaster response operations	The phase of disaster operations that relates to responding to a disaster (Disaster Management Act 2003)
Disaster recovery	The taking of appropriate measures to recovery from an event, including action taken to support disaster affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic and physical wellbeing, and the restoration of the environment (Disaster Management Act 2003)
Disaster recovery operations	The phase of disaster operations that relates to recovering from a disaster (Disaster Management Act 2003)
Disaster relief	The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency (COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002)
Disaster risk assessment	The process used to determine risk management priorities by evaluating and comparing the level of risk against predetermined standards, target risk levels or other criteria (COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002).
District Disaster Coordinator	A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster operations in the disaster district for the District Disaster Management Group.
District Disaster Management Group	The group established under the Disaster Management Act 2003 to provide coordinated State government support and resources to Local Disaster Management Groups.
District Disaster Management Plan	A plan prepared under the Disaster Management Act 2003 that documents planning and resource management to counter the effects of a disaster within the disaster district.

Event	Any of the following: (a) A cyclone, earthquake, flood, storm, storm tide, tornado, tsunami, volcanic eruption or other natural happening; (b) An explosion or fire, a chemical, fuel or oil spill, or a gas leak; (c) An infestation, plague or epidemic; (d) A failure of, or disruption to, an essential service or infrastructure; (e) An attack against the State; (f) Another event similar to an event mentioned in paragraphs (a) - (e). An event may be natural or caused by human acts or omissions (Disaster Management Act 2003)
Executive Officer DDMG	A person appointed to the position of Executive Officer to the District Disaster Management Group by the Commissioner, Qld Police Service
Executive Team	The Chair, Deputy Chair and Local Disaster Coordinator of a local group
Functional Lead Agency	An agency allocated responsibility to prepare for and provide a disaster management function and lead organisations that provide support roles. Local Disaster Management Interim Guidelines – Final Draft August 2011
Guidelines	Guidelines are developed under s63 of the Disaster Management Act 2003 to inform the SDMG, DDMGs and local governments about the preparation of disaster management plans, matters to be included in disaster management plans and other appropriate matters about the operation of a DDMG or LDMG.
Hazard	A source of potential harm, or a situation with a potential to cause loss (Emergency Management Australia, 2004)
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.
Local Disaster Coordinator	A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster operations for the Local Disaster Management Group.
Local Disaster Management Group	The group established under the Disaster Management Act 2003 to manage disaster planning and operations on behalf of the local government.
Local Disaster Management Plan	A plan that documents arrangements to manage disaster planning and operations within the local government area of responsibility.
Post-disaster assessment	Addresses performance during and the risks revealed by a disaster event in order to improve future development of mitigation measures. Post-disaster assessment forms part of continuous improvement of the whole system (Adapted from COAG, Natural Disasters in Australia: Reforming mitigation, relief and recovery arrangements: 2002)
Primary Agency	An agency allocated responsibility to prepare for and respond to a specific hazard based on their legislated and/or technical capability and authority.

Queensland Disaster Management Arrangements	Whole-of-government arrangements to ensure the collaborative and effective coordination of planning, services, information and resources for comprehensive disaster management
Recovery	The taking of preventative measures to recover from an event, including action taken to support disaster-affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic and physical wellbeing, and the restoration of the environment (Disaster Management Act 2003)
Relief	The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency. (EMA: Australian Emergency Management Glossary)
Residual risk	The risk remaining after risk treatment. Residual risk can contain unidentified risk. Residual risk can also be known as 'retained risk' (AS/NZS ISO 31000:2009 Risk Management – Principles and guidelines)
Risk	The effect of uncertainty on objectives (ISO Guide 73:2009 Risk management – Vocabulary)
Risk identification	The process of finding, recognising and describing risks (ISO Guide 73:2009 Risk management – Vocabulary)
Risk management	The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, evaluating, treating and monitoring risk (Australian Emergency Management Glossary)
Risk management process	The systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk (ISO Guide 73:2009 Risk management - Vocabulary)
Risk reduction	Risk treatments that deal with negative consequences (ISO Guide 73:2009 Risk management – Vocabulary)
Risk register	A listing of risk statements describing sources of risk and elements at risk with assigned consequences, likelihoods and levels of risk.
Risk treatment	A process to modify risk. Risk treatment can involve avoiding the risk by deciding not to start or continue with the activity that gives rise to the risk; taking or increasing the risk in order to pursue an opportunity; removing the risk source; changing the likelihood; changing the consequences; sharing the risk with another party or parties; and retaining the risk by informed decision (ISO Guide 73:2009 Risk management – Vocabulary)

Serious disruption	Serious disruption means:
	
	    a. loss of human life, or illness or injury to humans;
	
	    b. widespread or severe property loss or damage; or
	
	    c. widespread or severe damage to the environment
	
	(Disaster Management Act 2003)

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

Stand up	The operational state following 'lean forward' whereby resources are mobilised, personnel are activated, and operational activities commenced. Disaster coordination centres are activated.
State Disaster Coordinator	A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster response operations for the State Disaster Management Group.
State Disaster Management Plan	A planning tool for disaster managers which provides an overview of Queensland's disaster management arrangements, including agency roles and responsibilities.
State Recovery Coordinator	A person appointed under the Disaster Management Act 2003 who is responsible for the coordination of disaster recovery operations for the State Disaster Management Group.
Vulnerability	The conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact

Acronyms & Abbreviations

BoM	Bureau of Meteorology
DCS	Department of Community Safety
DDC	District Disaster Coordinator
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DM	Disaster Management
HazMat	Hazardous materials (in the context of emergency response)
YASC	Yarrabah Aboriginal Shire Council
LDC	Local Disaster Coordinator
LDCC	Local Disaster Coordination Centre
LDMG	Local Disaster Management Group
LDMP	Local Disaster Management Plan
LRC	Local Recovery Coordinator
LRG	Local Recovery Group
DRFA	Disaster Recovery Funding Arrangements
PPRR	Prevention, preparedness, response and recovery
QAS	Queensland Ambulance Service
QDMA	Queensland Disaster Management Arrangements
QDMC	Queensland Disaster Management Committee
SDCC	State Disaster Coordination Centre
QFD	Queensland Fire Department

SES	State Emergency Service
RFSQ	Rural Fire Service Queensland
QPS	Queensland Police Service
SITREP	Situation report

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, 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.
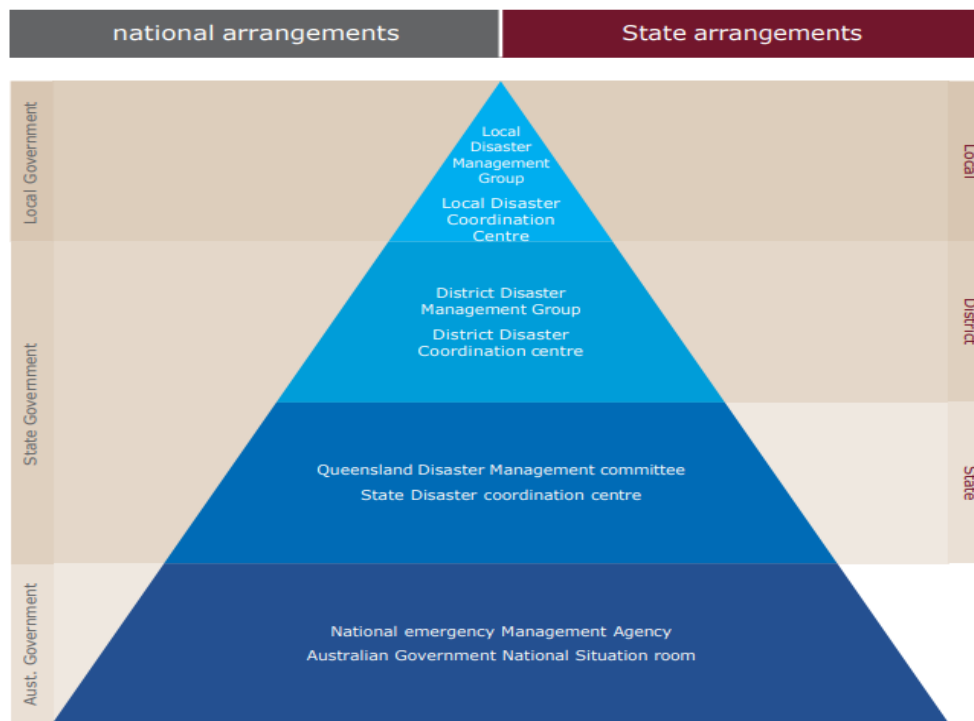
The principal structures comprising the Queensland Disaster Management Arrangements are:

- 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.

Authority to Plan

This Plan has been developed by the Yarrabah Local Disaster Management Group, appointed by and on behalf of the Yarrabah Aboriginal Shire Council.

This plan details the arrangements within the Yarrabah Aboriginal Shire Council 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 (b);*

(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."*

Purpose of the Plan

The purpose of the Yarrabah Local Disaster Management Plan is to:

- Ensure the safety and sustainability of the local community

- Reduce or eliminate risk to the community and community infrastructure

- Inform disaster management responses at the District and State levels

- Be consistent with best practice disaster management issues

- Promote effective liaison between the Council and other agencies involved in disaster management

- Ensure compliance with the Disaster Management Act 2003.

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	Disaster Management
• Single site response	• Multi-site response
• Minor off-site co-ordination	• Major off-site co-ordination
• Single agency responsibility	• Multi agency responsibility
• Resources available	• Multi-faceted problems
• Support available	• External resources required
• Support agencies practiced	• External support required
• Day to day business	• Government Dept involvement
• Core function	• Community affected
• Short term effects	• Long term effects

This document <u>does not</u> address Incident Management.

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 QLD Disaster Management Committee (QDMC) 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.

Strategic Policy Framework

Disaster management and disaster operations in Yarrabah 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.

Scope

This plan details the arrangements necessary to undertake disaster management of community-controlled lands within Yarrabah Aboriginal Shire.

Disaster Management Priorities

Disaster management priorities for the Yarrabah Aboriginal Shire Council will ensure compliance with the disaster management legislation and will provide a sound legal grounding for disaster management within Yarrabah.

The Yarrabah Aboriginal Shire Council Local Disaster Management Plan addresses disaster management priorities in the following terms:

Our Mission	
We will engage the community and stakeholders to develop plans to build a safe, healthy and vibrant community.	

The Local Disaster Management Plan also identifies a number of issues which are addressed as a part of the hazard and risk assessment process undertaken in concert with the development and maintenance of this Local Disaster Management Plan.   Such issues include governance, collaboration, health, the environment, economic and infrastructure development, etc., all of which can impact on the resilience of the community.

Each of these areas have been identified as priorities for the general business of Council, but are also priorities for Council's broader disaster management efforts, and will be documented as a part of this Local Disaster Management Plan.

Review and Renew Plan

S. 59 of the Act allows Council to review or renew the plan as appropriate but requires that the Plan be assessed for effectiveness on an annual basis.

Review of Local Disaster Management Plan

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

Annually	Working group reviews and amends (as required) the main plan
Annually	Draft plan submitted to full Local Disaster Management Group for acceptance or amendment
Annually	Reviewed plan submitted to Council for approval as required
November	Update plan submitted (as required) to District Disaster Management Group for endorsement

Review of Risk Treatment Strategies

The risk treatment strategies should be reviewed on a regular basis, preferably prior to the annual budgetary determinations by Council in relation to its annual Operation Plan.

Review of Operational and Recovery Sub Plans

The Disaster Management Operational and Recovery Sub-Plans should be reviewed by LDMG working groups as follows:

Annually	Working groups review and amend (as required) the supporting plans
Annually	Draft amended plans submitted to full Local Disaster Management Group for acceptance or further amendment

N.B. 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.

The Plan should also be reviewed as a result of any changes in legislation, guidelines or policy, and as a result of any changes recommended subsequent to the annual District Assessment.

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

Local Disaster Management Group

Establishment

The Yarrabah Local Disaster Management Group is established in accordance with s. 29 of the Act.

Membership

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

LDMG Executive Membership	
Yarrabah Aboriginal Shire Council	Chair, LDMG – Deputy Mayor
Yarrabah Aboriginal Shire Council	Deputy Chair, LDMG – Councillor
Yarrabah Aboriginal Shire Council	Local Disaster Coordinator - CEO
Yarrabah Aboriginal Shire Council	Deputy Local Disaster Coordinator – Director People & Communities
Yarrabah Aboriginal Shire Council	LDMG Secretariat – Executive Assistant to CEO & Mayor

(It is the view of Council that the LDC appointee has the necessary experience or expertise to perform the function. The appointee has the authority and necessary delegations within Council to perform the role effectively.)

LDMG Membership	
Yarrabah Aboriginal Shire Council	Director - Building Services
Yarrabah Aboriginal Shire Council	Director - Infrastructure
Yarrabah Aboriginal Shire Council	Environmental Health Officer
SES (State Emergency Service)	Local Controller
QFD (Queensland Fire Department)	First Officer - Yarrabah
QPS (Queensland Police Service)	Officer in Charge
QAS (Queensland Ambulance Service)	Officer in Charge
QPS (Queensland Police Service)	Emergency Management Coordinator
Queensland Health	Representative
Gurriny Yealamucka Health Service	Clinical Manager
LDMG Advisors	
Yarrabah State School - Principal	
DSDSATSIP	
Mutkin Aged Care Facility	
GMYPPBC (Gunggandji-Mandingalbay Yidinji Peoples Prescribed Body Corporate Aboriginal Corporation)	
GPBCC (Gunggandji Prescribed Body Corporate Corporation)	
Gindaja Treatment and Healing Indigenous Corporation	
Wugu Nymbul Employment Services	

It is the view of Council and their respective parent agencies that members of the LDMG have the necessary experience or expertise to perform the function and have the authority and necessary delegations within their organisations to perform the role effectively. Deputies (as required) will be appointed by signed notice with approval of the Chair of the LDMG. The LDMG will advise Emergency Management annually the membership of the LDMG.

Personal contact details for LDMG members are retained separately, in compliance with privacy requirements.

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 Yarrabah Local Disaster Management Group has the following functions 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.

Roles and Responsibilities - LDMG Members

ALL core members of the LDMG have the following common roles and responsibilities:

Attend LDMG activities with a full knowledge of their agency resources and services and the expectations of their agency;

Are available and appropriately briefed to actively participate in LDMG activities to ensure that plans, projects and operations use the full potential of their agency or function, while recognising any limitations;

Are appropriately positioned within their agency to be able to commit agency resources to LDMG normal business activities; and

Have a deputy who is appropriately trained to take on their responsibilities should they be unavailable or to provide additional support during extended operations.

The Disaster Management Executive have specific responsibilities:

LDMG Position	Individual Responsibilities
Chairperson	Manage and coordinate the business of the group; Ensure, as far as practicable, that the group performs its functions; and Report regularly to the relevant district group and the Chief Executive DCS about the performance by the group of its functions. Preside at LDMG meetings. DMA s.34A
Deputy Chairperson	Preside at LDMG meetings if the Chairperson is absent from the meeting
Local Disaster Coordinator	Coordinate disaster operations for the local group; Report regularly to the local group about disaster operations; and Ensure, as far as practicable, that any decisions of the local group about disaster operations are implemented. DMA s. 36
Deputy Local Disaster Coordinator	Carry out this role if the Local Disaster Coordinator is absent
Secretariat	Maintenance and distribution of LDMG records (as required)

Agency	Roles and Responsibilities
Local Government	- Maintenance of the Local Government function (via Local Government Business Continuity Contingency Planning) - Maintenance of normal Local Government services to the community: - Water - Refuse disposal - Public health - Animal control - Environmental protection - Croydon Aerodrome - Maintenance of a disaster response capability - Development and maintenance of fire breaks as appropriate - Dissemination of disaster-related information to the community
Local Disaster Management Group (LDMG)	- Development of the comprehensive Local Disaster Management Planning strategies - Design and maintenance of a public education/awareness program - Design, maintenance and operation of a Local Disaster Coordination Centre, including the training of sufficient personnel to operate the Centre - Coordination of support to response agencies - Reconnaissance and impact assessment - Provision of public information prior to, during and following disaster event impacts - Recommendations re areas to be considered for authorised evacuation - Public advice re voluntary evacuation. - Identification and resourcing of Evacuation Centres - Provision of locally based community support services
Queensland Fire Department (QFD)	- Primary agency to provide control, management and pre-incident planning of fires (structural, landscape and transportation). - Primary agency for chemical / hazmat related incidents. - Primary agency for bushfire response. - Undertake fire control. - Provide rescue capability for persons trapped in any vehicle, vessel, by height or in confined space. - Rescue of persons isolated or entrapped in swift-water / floodwater events. - Provide advice, chemical analysis and atmospheric monitoring at chemical / hazmat incidents. - Provide mass and technical decontamination capabilities under State Biological Disaster and State Radiological Disaster response. - Provide Urban Search and Rescue (USAR) capability. - Assist in pumping out of flooded buildings. - Support the Queensland Hazardous Materials Incident Recovery Plan. - Support the Queensland Coastal Contingency Action Plan - Chemical Spill Response Plan. - Arrange and perform the decontamination process of any persons. - Coordinate, support and manage the deployment of SES resources and operations including: - Storm damage response. - Road Crash Rescue. - Short term welfare support. - Assistance with communications and lighting. - Provide impact assessment, and intelligence gathering capabilities.

	▪ Coordinate and facilitate Rapid Damage Assessments and intelligence gathering capabilities. ▪ Develop, implement and maintain the State's disaster management arrangements and systems. ▪ Deliver Queensland Disaster Management Arrangements (QDMA) training to DDMG and LDMG members in accordance with the Queensland Disaster Management Training Framework (QDMTF). ▪ Provide expert advice on disaster management related matters including Natural Hazard Risk Assessment and Queensland Emergency Risk Management Framework. ▪ Provide facilitation of logistical and communications support to disasters within capabilities ▪ Provide advice and support in relation to disaster management and disaster operations. ▪ Advice on DRFA and SDRA Funding.
Queensland Police Service (QPS)	▪ Preservation of peace and good order ▪ Prevention of crime ▪ Security of any site as a possible crime scene ▪ Investigation of the criminal aspect of any event ▪ Coronial investigation procedures ▪ Traffic control, including assistance with road closures and maintenance of roadblocks ▪ Crowd management/public safety ▪ Coordination of search and rescue (See State Rescue Policy) ▪ Security of evacuated areas ▪ Registration of evacuated persons ▪ Functional lead agency for Warnings. ▪ Coordinate and advise on Resupply Operations. ▪ Coordinate and advise on Emergency Supply. ▪ Advise and educate on events (all hazards approach) ▪ Management of the Queensland Disaster Management Training Framework. ▪
Queensland Health	▪ Coordination of medical resources ▪ Assessment, treatment and transportation of injured persons ▪ Assistance with evacuation (for medical emergencies) ▪ Public health advice and warnings to participating agencies and the community ▪ Coordination of psychological and counselling services for disaster affected persons ▪ Ongoing medical and health services required during the recovery period to preserve the general health of the community

N.B - A more detailed breakdown of Agency roles and responsibilities can be found as part of the State Disaster Management Plan.

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.

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.

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 cyclone 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.

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.

Meeting Schedules and Processes

In accordance with 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 . 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.

- Disaster Management Regulations 2014 requires A quorum for a meeting of the disaster management group is equal to – (a) one-half of its members for the time being held office plus 1; or (b) of one-half of its members for the time being holding is not a whole number, the next highest whole number.

- The Chairperson or Deputy Chairperson is to preside at meeting . 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 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

- Minutes of meetings must be kept.

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

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.
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.

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 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.
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.
Resolutions 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.
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.
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 in the section "Recordkeeping for Government".

District Disaster Management Group Representative

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 Mayor, Yarrabah Aboriginal Shire Council 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 Council's resources, as required, in support of efforts to combat the disaster event.

Reporting

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

Annual Reports

The LDMG is required to complete a status report 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.

Disaster Risk Assessment - Community Context

Geography

The Yarrabah Aboriginal Community is situated on Cape Grafton, due east of Cairns in Far North Queensland.

Geographically, the land area could generally be described as a long slender shape bounded in the west by the Murray Prior Range and the Pacific coast on the east. It has an overall length of about thirty (30) kilometres and is about 2.5 kilometres wide in the south but broadens out to almost 8 kilometres across the northern part, comprising a total area of total area of 159.4 km2.

The shire has a number of small townships - Yarrabah, Reeves Creek, Mourigan and Djenghi. These areas are all within a seven kilometre stretch of road and along the southern corridor. There are also number of smaller housing settlements spread throughout the shire - Bukki, Oombunghi, Wungu, Jilji, Judil, Woikinu, Kunjurra and Buddabadoo.
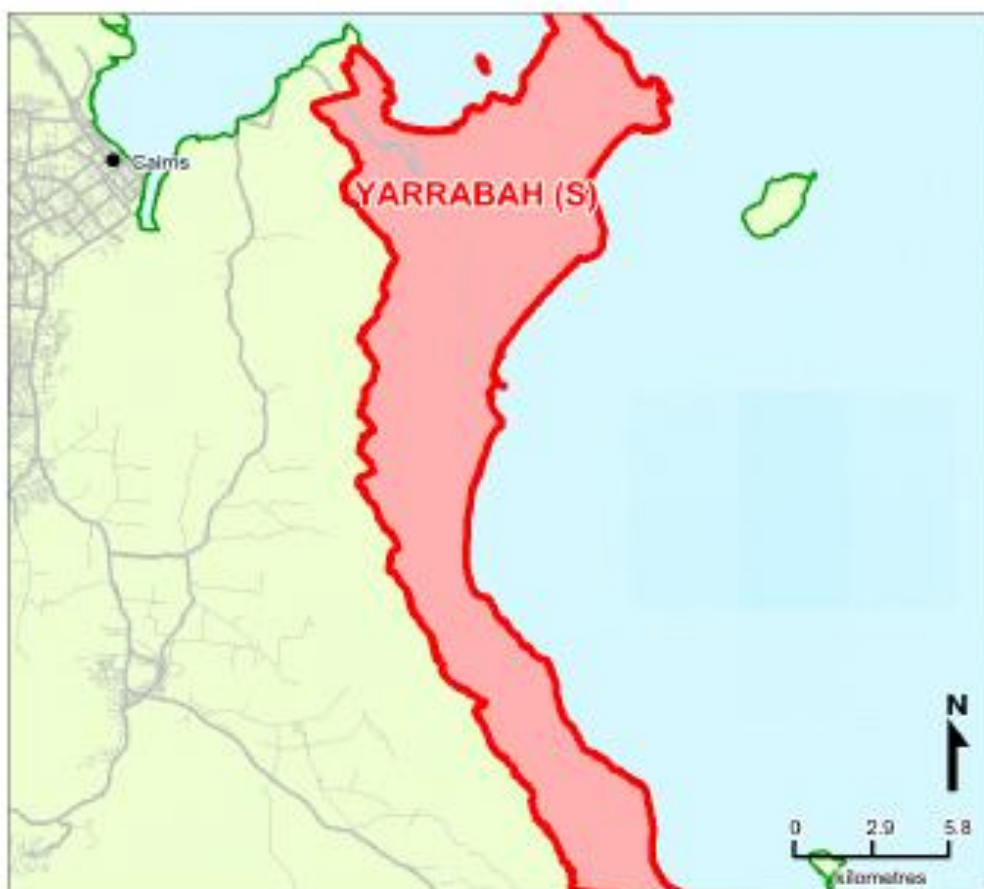

Image Source: Queensland Regional Profile for Yarrabah Shire Local Government Area, Government Statistician, Queensland Treasury and Trade.

Climate and Weather

Yarrabah has a tropical climate with hot, moist summers and warm, dry winters.   Rainfall is highly seasonal, with most rain occurring during the summer months.

The nearest Bureau of Meteorology recording station is at their Regional Office, situated on the grounds of the Cairns Airport, some 15 kilometres distant from the community.   Recordings from that location are considered to be an appropriate reflection of the weather conditions in Yarrabah.

Temperature	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	Years
Mean maximum temperature (°C)	31.4	31.2	30.6	29.2	27.6	26.0	25.7	26.6	28.1	29.5	30.6	31.4	29.0	1942 2012
Mean minimum temperature (°C)	23.7	23.8	23.1	21.6	19.9	17.8	17.1	17.4	18.7	20.6	22.3	23.4	20.8	1942 2012

Rainfall	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	Years
Mean rainfall (mm)	395.3	455.3	427.7	196.5	90.2	45.5	29.3	27.0	33.7	46.6	93.8	178.8	2018.3	1942 2013

Source: Bureau of Meteorology: Product IDCJCM0027 Prepared 28 Feb 2013

Population

Based on information from the Office of Economic and Statistical Research, Queensland Treasury – Queensland Regional Profiles

As at 30 June 2021, the estimated resident population of Yarrabah Aboriginal Shire was 2,505 persons.   At the time of the 2021 Census, there were 2,402 persons (or 95.9 per cent of the total population in Yarrabah Shire) who stated they were of Aboriginal or Torres Strait Islander origin.

*NB: **The official figures are deemed by members of the LDMG to be understated considerably, with a figure of closer to 4500 residents suggested as being more reflective of the actual population.   This figure is based on data collected by both Queensland Police Service and the Gurriny Yealamucka Primary Health Centre.***

Projected Population

The population is projected to increase by an average annual growth rate of 2 per cent over the 20 year period between 2011 and 2031.   Based on this assumption, Yarrabah Aboriginal Shire's population in 2031 is projected to be 5,9381 persons.

[1] This is based on the assumption that the population as at 3/6/2017 is 4500

Persons in Need of Assistance

In need of assistance' includes people with a profound disability or severe disability. People with a profound or severe disability are defined as needing help or assistance in one or more of the three core activity areas of self-care, mobility and communication because of a disability, long term health condition (6 months or more) or old age.   **At the 2011 census, 66 people in the Yarrabah were identified as being in need of assistance.**

<u>Building Stock</u>

At the time of the Census there were 423 occupied private dwellings counted in Yarrabah, with 87.5% being social housing properties.

The majority of buildings in the Yarrabah are low-set, masonry/concrete construction with iron roofing. There are also a number of raised residences, clad with weatherboard or fibro.

A significant percentage of the building stock is under 30 years old and was constructed after the introduction of improved wind-rated building codes. Light industry facilities where they exist usually have steel frames and iron roofing and cladding.

There are numerous makeshift permanent dwellings in the beach areas, which do not comply with any building codes or standards.

Community Capacity / Preparedness

Council and the various member agencies of the Local Disaster Management Group provide community awareness information in relation to potential hazards and how the community and individuals should respond.

Yarrabah Aboriginal Shire Council is the major employer in the region but has limited resources and personnel to contribute considerably to the response demands of any disastrous event.

There is a limited emergency services response capacity, commensurate with the remote environment. This includes permanent staff from the Queensland Police Service and Queensland Ambulance Service, along with Queensland Fire Department., (Rural Fire) and State Emergency Service volunteers.

Normal emergency services support systems are available from external areas to supplement local resources, and effectively, most assistance would arrive from within the Cairns Regional Council area.

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

Significant external assistance would also be required to assist in the facilitation of the community's recovery from a major event.

In disastrous or catastrophic circumstances, there is the potential for those members of the community who have a disaster or emergency response role to be themselves impacted by the event, rendering them unable to perform their allocated role.   In these circumstances, outside response assistance will be required from the disaster management system, and that assistance will be obtained as per the graphic on page 56 of this document.

Industry

Most employed people in the area either work for the Council or for state government and not for profit agencies.

There are a number of small retail businesses.

Critical Infrastructure / Essential Services

Transport (Roads)

The bulk of the roads within the township of Yarrabah are sealed, but roads outside the township are of unsealed gravel construction.

The main road from Yarrabah to the 'outside world' is Pine Creek Road, which traverses the Yarrabah Range, through East Trinity, leading to the Bruce Highway at Wrights Creek, south of Edmonton. The road is sealed, and is subject to flooding during sever weather events, affecting some low-lying areas which have been known to be affected on an annual basis for a number of hours.

Transport (Air)

There are no airstrips in the Shire.

There is an officially registered heliport (YYBH) at latitude 16 54.36 S, longitude 145 52.19 E (on the western side of Swamp Road, between Sawmill Road and Workshop Road). The pad is 3 metres above Mean Sea Level, which is 1.14 metres above Highest Astronomical Tide, rendering the site unserviceable in the event of even a relatively minor storm tide inundation.

Power

Yarrabah is connected to the electricity grid - supply is provided through an Ergon Energy power station. Electricity supply is distributed via overhead and underground reticulation throughout the community.

Most of the community relies on bottled gas for cooking purposes.

Water Supply

The Council delivers on average more than 210 ML water per day to householders and non-householders through five bores in the Reeves Creek area and five pumping stations and associated equipment, and approximately 15 kilometres of distribution mains. Approximately 4500 consumers are supplied through approximately 529 water connections.

Sewerage

Yarrabah township is fully sewered. Alternative power is available to operate the pump stations as required.

The Council is responsible for the maintenance of 9 km of trunk mains, 9 pump stations and 6 treatment ponds one of which is aerated, while the others are aerobic

Telecommunications

Telephone System

There is an efficient landline telephone system within the community, but mobile telephone coverage (via Telstra and Optus networks) is limited to only the township of Yarrabah and its close environs. Council is in current upgrade negotiations with one of the service providers.

*NB – **An approach was made to the Regional Manager, Telstra Countrywide in an effort to obtain a more detailed description of the communications facilities to the community, but the request was declined as the information was deemed to be 'commercial in confidence'.***

Council has a Starlink system maintained at the DCC for emergency use.

<u>Television, Broadcast Radio and Internet</u>

Mainstream free to air television stations are available in the community, along with satellite television services.

The area is well served by ABC and commercial radio.

Bumma Bippera Media - Radio 98.7 and Blackstar Radio 92.9 are community-based radio stations, which is popular in Yarrabah.

Internet connection is available via ADSL, dial-up or wireless service (restricted to the areas covered by the 4G mobile telephone network), and on-line social networking is extremely popular in the community.

<u>2-Way Radio Communications Systems</u>

The area has a significant radio communication capacity.   Council has coverage of most of the populated areas of the Shire via base stations and most of their vehicle fleet, as do Police, Rural Fire Service, Ambulance and the State Emergency Service.

All emergency services have radio communications with areas outside the region, if required.

A UHF CB radio repeater system (repeater located on Mt Yarrabah) covers the community.

The Council and Primary Health Centre has video conferencing facilities.

Emergency Services

<u>Queensland Police Service</u>

QPS provide a full-time permanent staff of ten personnel, but allowing for leave, transfers, training, etc it would be reasonable to assume an in-community strength of 5-8 personnel at any given time.

<u>Queensland Ambulance Service</u>

There is a permanent Queensland Ambulance Service presence, with four personnel based at the Primary Health Centre.

<u>Queensland Fire Department</u>

RFSQ operate a volunteer Rural Fire Service in the community, currently manned by volunteers, and equipped with a light attack rural fire appliance and a medium attack rural fire appliance.

<u>State Emergency Service</u>

The SES Unit has ability respond to activations.

There is limited response capacity for road crash rescue and structural fires - assistance is usually provided from the Queensland Fire Department station at Gordonvale.

Medical

Medical and Health services is consolidated under the one roof at Gurriny Yealamucka Primary Health Care Centre.

Queensland Ambulance Service, Gurriny Yealamucka Health Service Aboriginal Corporation, and Queensland Health (Emergency & Accident).

Local Services	Regular General Practice type clinics Emergency care - 24 hours / 7 days per week Child Health Women's Health which incorporates Antenatal and Postnatal care Well Women's Health Chronic Disease Management Basic Radiographer services
Visiting Services	General Physician - daily Obstetrics and Gynaecology clinic - six weekly Outreach Mobile Women's Health Nurse Clinic - monthly Diabetic outreach team - quarterly ENT - quarterly Australian Hearing Service – quarterly
Mortuary Capacity	There is accommodation for 2 deceased persons.

Community Service Organisations

There are numerous community services provided within Yarrabah, including:

- Counselling
- Crisis counselling
- Support, information, advocacy
- Referrals
- Community education and awareness
- Women' Shelter
- Men's Group
- Drug and Alcohol Treatment and Healing Centre
- Aged Care Hostel

Hazardous Sites

There are no designated Major Hazard Facilities (under the Dangerous Goods Safety Management Act 2001) within the boundary of the Yarrabah Aboriginal Shire Council.

There are, however, a number of sites where dangerous goods are stored in significant quantities:

- Service Station   Fuel and Gas
- Council Depot   Fuel, Gases, Chemicals
- Supermarket   Gas, Chemicals
- Swimming Pool   Chlorine
- Water Treatment Plant   Chlorine
- Hospital   Chemicals

Although it is considered that an incident involving an emergency response to any of these sites would be adequately managed by the statutory emergency services with the resources normally available to them, the activation of part (or parts) of the Local Disaster Management Plan may assist the responding agencies.

Such activities may include: Evacuation; Evacuation Centre Management.

Proposed Future Development

Future development proposals are taken into consideration during hazard and risk assessments of the community. There are currently a number of construction projects either under way or in the planning stages.

There are plans for the extension of eco-tourism, and cultural tourism, which will bring significant numbers of people into the community during tourist season.

Longer term tourism planning includes a vision for a ferry jetty in Mission Bay, allowing for tourists to arrive by sea from Cairns, and spend time in the community. This will also link in with ferry transports to and from Green and Fitzroy Islands and the Great Barrier Reef.

Neighbouring relationships

Far North Queensland Regional Organisation of Councils (FNQROC)

Yarrabah Aboriginal Shire Council is an active member of FNQROC. Other members include:

- Cairns Regional Council
- Cassowary Regional Council
- Cook Shire Council
- Croydon Shire Council
- Douglas Shire Council
- Etheridge Shire Council
- Hinchinbrook Shire Council
- Hope Vale Aboriginal Shire Council
- Mareeba Shire Council
- Tablelands Regional Council
- Wujal Wujal Aboriginal Shire Council

Hazards

Past studies and hazard and risk assessments by the Local Disaster Management Group and members of the general community have identified the following hazards as being relevant in Yarrabah.

Further descriptions of natural hazards will be included following the completion by an external consultancy of the Natural Hazard and Risk Assessment project underway at the time of publication of this document.

Tropical Cyclones

Yarrabah is vulnerable to the effects of tropical cyclones.   The most significant event recorded was in 1913, when the boy's Quarters at the Mission were blown down, the girl's Quarters were badly damaged, out buildings were unroofed, and a baby died.

A significant percentage of the township is vulnerable to storm tide inundation.

The area of highest vulnerability to cyclones is the access road to Yarrabah, which traverses the Yarrabah Range.   Fallen trees as a result of cyclonic winds have the potential to close the road for an extended period.

Severe Storms

Yarrabah is subject to severe storms and 'East Coast Lows'.   Storm events can include significant wind and rain, and usually occur between October and March, although they may occasionally occur outside that time frame. Storms can affect all parts of the council area.

The most intense rainfalls occur during thunderstorms.   Heavy rain may cause building damage by water penetration particularly when accompanied by wind damage to roofs.

Increases in extreme storm events as a result of climate change are expected to cause more flash flooding, affecting infrastructure, including water, sewerage and stormwater, transport and communications.

From the Rockhampton Morning Bulletin, 5 January 1934:

TOTAL WRECK
Mission Launch
NATIVES' VALIANT EFFORTS
BRISBANE. January 4.

Mr W. McCullough, the superintendent of Yarrabah mission, near Cairns, has reported to the mission committee in Brisbane that a 40-ton launch, the Elam, owned by the Church of England Yarrabah mission, became a total wreck.   The Elam, which was used for trochus shell and beche-de-mer fishing, was usually worked by 20 native boys. The boys came into the station for their holidays a week before Christmas. On December IO a party of about eight of them set out in n launch for Buddabadoo. a branch of the settlement, about 18 miles from Yarrabah, near Salt- water Creek. Their purpose was to take the launch out of the way of the cyclone and heavy weather until the holidays were over. As they were rounding Cape Grafton they were caught in a severe squally thunderstorm, which blew them out of their course. The launch sprang a leak, and they made for shelter between a small, island and the mainland. They struck a sandbank, and heavy seas broke over the launch. They tried valiantly to bail the launch out, but the sea was too strong for them and they all had to swim more than a mile through shark infested waters to the shore.   All attempts to salve the launch, which was worth more than £1000 have been abandoned. as she is being smashed to pieces liv the waves.

Flooding

Flooding is part of life in Yarrabah. There have been instances of flood waters entering residences and business premises, but not on a regular basis.

The Yarrabah valley receives runoff from the eastern slopes of the Thompson Range and the western slopes of the low range of hills that separate Yarrabah from Cape Grafton. There is no well-defined drainage in the valley though there are fairly large areas of wetland. The main threat is from flash flooding in creeks that flow off the high country. There appears to be only a limited threat of extended flooding on the valley floor itself.

Wildfire (Bushfire)

A 'Bushfire Fire Mitigation Plan' analysis for Yarrabah Council is produced by the Queensland Fire Department. For the 2025/2026 fire season indicates a generally low to moderate risk of wildfire in the Region and documents preventive measures to mitigate. There are a number of areas of high risk in the more mountainous areas of the Shire.

The Fire Management Group was established in June 2017 and each year a Fire Management Plan will be developed.

Fires are common in the period from March to November, and occasionally come close to populated areas. Although there is a risk of wildfire throughout Yarrabah, 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.

Structural or Industrial Fire

There are few scenarios within Yarrabah where a structural fire which would cause a level of community dislocation (sufficient to warrant action under this Plan), with the possible exception of a major event at the school. There may, however, be physical, public health or environmental risks as a result of a fire at any of the following facilities:

- Community Store

- Service Station

- Swimming Pool

- Council Store / Workshops

Hazardous Materials Events

No large Hazardous Material/Dangerous Goods Storage sites have been identified in Yarrabah that fall under the definition as per the Dangerous Goods Safety Management Act 2001.

The lack of heavy industry in the Yarrabah means that there are few hazardous materials either stored or being transported through the community, with the obvious exception of petroleum products.

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 any hazardous chemicals, but their presence in and transportation through residential areas is nevertheless a risk to the community. Response to a serious event involving significant chemical hazards would require mobilisation of resources from outside 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 Maritime Safety Queensland. All of the shoreline of the Yarrabah local government area north of Buddabadoo Creek is included in the area of responsibility of the Port of Cairns.

Epidemic / Pandemic

The risk of an outbreak of disease throughout the population of the Yarrabah 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.

Most people will have a communicable disease in their lifetime, such as the common cold or a stomach bug. These are usually mild and only last for a few days. But some cases can be more serious.

In Australia, two such threats have and continue to pose real threats to the community of Yarrabah.

Coronaviruses

Coronaviruses are a large family of viruses that cause respiratory infections. These can range from the common cold to more serious diseases.

COVID-19 is a disease caused by a new form of coronavirus. It was first reported in December 2019 in Wuhan City in China.

On the 11 March 2020 Deeply concerned both by the alarming levels of spread and severity, and by the alarming levels of inaction, the World Health Organisation [WHO] made the assessment that COVID-19 could be characterized as a pandemic.

To date COVID-19 remains at a _Pandemic status_ and has globally affected 216 Countries with 11,327 790 confirmed cases. In Australia, from Jan 25 to 6 July 2020, there have been 8,449 confirmed cases of COVID-19 with 104 deaths

Other coronaviruses include Middle East Respiratory Syndrome (MERS) and Severe Acute Respiratory Syndrome (SARS).

Influenzas

The Influenza Pandemic 2009 H1N1 (commonly known as swine flu) provided an example of how quickly a pandemic can travel across the world and affect millions of people.

The influenza strain that is still causing some concern is named H5N1 (also known as avian influenza or bird flu). Since avian influenza broke out in late 2003, the World Health Organization (WHO) has warned that should the virus mutate and be easily transferred from human to human, the world could be facing an influenza pandemic with significant consequences.

The outbreak of an epidemic or pandemic would outstretch the medical resources of the region and given that the impacted area may very well be at a state-wide level, there would be minimal likelihood of external assistance.

Other diseases of concern include dengue fever which is a viral infection transmitted by the mosquito. Dengue is not endemic (ie. naturally occurring in north Queensland).   The dengue mosquito is common in north Queensland and outbreaks can occur when the virus is transmitted to the local mosquito population in north Queensland 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%.

Emergency Animal or Plant Disease

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, but has been recently impacted by other diseases, such as Equine Influenza and Australian bat lyssavirus.

Screw-worm flies could cost close to $500 million a year nationally in lost production and control measures if they entered Australia. They would have a devastating effect on northern livestock production.

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. It would be crippling for the livestock industry. Although regarded as a low risk, it is possible that an outbreak of an emergency animal disease could be intentional.

Australia's agricultural industries are fortunate to experience a relative freedom from many pests that adversely affect plant industries worldwide. Maintaining this pest and disease freedom is vital for the ongoing productivity, sustainability and quality of Australia's agricultural industries. The introduction of pests can cause serious production losses to plant industries, jeopardise exports of plants and plant material, and have a significant impact on the environment and economy.

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 Australian Quarantine and Inspection Service (AQIS), through the Northern Australian Quarantine Strategy maintains a system of fruit fly traps across northern Australia.

Australia's geographic isolation and lack of shared borders have in the past, provided a degree of natural protection from exotic threats. Australia's national quarantine system also helps prevent the introduction of pests, diseases and weeds that can harm agricultural industries and the environment.

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.

Impacts of climate change on the Yarrabah Aboriginal Shire

(adapted from Climate Change in Far North Queensland - Queensland Office of Climate Change)

Projections for the Far North Queensland 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.

The Far North Queensland region is particularly vulnerable to the impacts of climate change as changes in temperature or rainfall could have significant impacts on the natural resource assets of the region. People will also be affected, as the rate of heat-related health problems increases and increased exposure to catastrophic events, such as cyclones and flooding endanger lives and property.

Overview of climate projections

2030 medium emissions scenario	2050 low and high emissions scenarios	2070 low and high emissions scenarios
Annual and seasonal temperature: Annual mean temperature is projected to increase by 0.9 °C. There is little variation in projections across the seasons.	**Annual and seasonal temperature:** Annual temperature will increase by 1.1 °C and 1.8 °C under the low and high emissions scenarios respectively. There is little variation in projections across the seasons.	**Annual and seasonal temperature:** Annual temperature is projected to increase by 1.5 °C and 2.8 °C under the low and high emissions scenarios respectively. There is little variation in projections across the seasons.
Annual and seasonal rainfall: Annual rainfall is projected to decrease by one per cent (-13 mm). The largest seasonal decrease of five per cent (-7 mm) is projected for spring.	**Annual and seasonal rainfall:** Annual rainfall is projected to decrease by one per cent (-13 mm) and two per cent (-25 mm) under the low and high emissions scenarios respectively. The largest seasonal decrease of 10 per cent (-13 mm) under the high emissions scenario is projected for spring.	**Annual and seasonal rainfall:** Annual rainfall is projected to decrease by two per cent (-25 mm) and three per cent (-38 mm) under the low and high emissions scenarios respectively. The largest seasonal decrease under a high emissions scenario of 16 per cent (-21 mm) is projected for spring.
Annual and seasonal potential evaporation: Across all seasons the annual 'best estimate' increase is projected to be around three per cent (60 mm), with some models projecting up to a five per cent increase in autumn (21 mm), summer (27 mm) and winter (20 mm).	**Annual and seasonal potential evaporation:** Under a high emissions scenario an increase in annual potential evaporation of up to nine per cent (180 mm) is projected with the best estimate being six per cent (120 mm). Summer is projected to have the greatest increase of up to 11 per cent (58 mm).	**Annual and seasonal potential evaporation:** Under a high emissions scenario, annual potential evaporation is projected to increase by as much as 15 per cent (300 mm). Autumn, summer and winter are projected to be the seasons most impacted with increases up to 17 per cent (73 mm, 90 mm and 67 mm respectively) in some models.

There has been minimal change in the average annual temperature in Far North Queensland over the last decade (from 24.4 °C to 24.5 °C).

- There is no definitive projected temperature variation specific data for Yarrabah, but an approximation may be extrapolated from the following:

  Projections indicate an increase of up to 3.9 °C by 2070, leading to annual temperatures well beyond those experienced over the last 50 years.

  By 2070, Cairns may have more than eight times the number of days over 35 °C (increasing from an average of four per year to an average of 34 per year by 2070).

Note: YASC is actively involved in planning for Climate Change and in 2017 commence governance risk management and planning.

Potential Impact of Climate Change on Cyclones and Sea-Level Rise

Projections of sea surface temperatures near tropical north Australia indicate an increase of approximately 0.7°C by 2030 and by approximately 1.7°C by 2070.

According to the Intergovernmental Panel on Climate Change (IPCC), global sea-level is projected to rise by 18 to 59 cm by 2100, with a possible additional contribution from melting ice sheets of 10 to 20 cm (IPCC, 2007).

Some studies indicate an increase in the proportion of tropical cyclones in the more intense categories, but a possible decrease in the total number.

Response to Climate Change in Yarrabah

The potential impact of climate change on the frequency and intensity of severe weather events will be factored into the annual reviews of the disaster risk treatment strategies.

- The risk of bushfire is predicted to rise as result of the hotter, drier conditions associated with climate change.

- Due to the impact of climate-change there will be an increase in the number of high fire danger days.

- An informed public can add significantly to the protection of life and property during bushfire.

The risk of increased frequency and intensity of tropical cyclones, floods or severe storms will be addressed by the Local Disaster Management Group via community awareness campaigns approaching the storm/cyclone seasons annually. The community awareness campaigns will operate in concert with the regular information provided at that time by Emergency Management.

Earthquakes

Earthquakes have not in the immediate past been a major issue in the Yarrabah 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 within the near vicinity of Yarrabah.

Date	Magnitude (Richter Scale)	Location
13/5/1990	4.3	52 km SE of Yarrabah
28/7/2006	3.9	230 km SE of Yarrabah
4/4/1994	3.4	60 km SE of Yarrabah
15/6/2004	3.2	58 km S of Yarrabah
20/3/2000	3.1	55 km SW of Yarrabah

Adapted from information supplied by Geoscience Australia

Major Infrastructure Failure

One of the most serious issues facing disaster managers in the 21st 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 – e.g. 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, radar, air traffic control), television, the internet and telephone systems in all businesses and 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.

The table below summarises the location of backup generators in Yarrabah:

Yarrabah Aboriginal Shire Council	1. Council Administration Building 2. Disaster Coordination Centre 3. Water (Bores, Chlorine Shed) 4. Sewerage (Pump Stations) 5. 2 Generators on trailers
Yarrabah Police Station	
Gurriny Yealamucka Health Centre	
Mutkin Aged Hostel	
PCYC	1 portable generator (up to 60 amp)
Gindaja Treatment & Healing Centre	
Gurriny Yealamucka Health Services - Pharmacy	(Workshop St)

Major Transportation Event

The potential for a major event involving the transport system is real. Yarrabah lies under the flight path of Cairns International Airport, which is a busy transport hub, involving international, long range domestic and regional flights.

Whilst a response support capacity is usually readily available from Gordonvale and Cairns, any type of transportation incident involving multiple casualties would significantly stretch the emergency services capacity within the community until such support arrived.

Terrorist Act

It is very unlikely that a terrorist act may occur in Yarrabah, but it is possible that such an act could occur elsewhere but have an effect in the community.

The response to a terrorist event will be managed under separate arrangements, but any community consequences resulting from the event may well be managed using parts of this Plan, such as Evacuation, Evacuation Centre Management, Community Support or Recovery Sub Plans.

Landslide.
The area surrounding Yarrabah is very mountainous with developments positioned on the lower slopes and foothills. Areas like this are very susceptible to landslides given sufficient rain falls. The area of highest vulnerability to landslide is the access road to Yarrabah, which traverses the Yarrabah Range. Fallen trees and debris because of landslide would have the potential to close the road for an extended period. Very specialised rescue equipment would need to be utilised with assistance being obtained from outside this Disaster District.

Tsunami
The presence of the Great Barrier Reef off the North Queensland coast substantially protects the eastern coastline from any Tsunami wave entering the Coral Sea. This reef line, plus others strung out eastwards from the Coral Sea shield the coastline southwards from Tsunami which may originate from Islands to the north. The possibility of an earthquake induced Tsunami impacting the area does exist if the epicentre of the earthquake is located in between the Great Barrier Reef and the mainland. In the event of a tsunami support would be required from the DDMG

Heatwave
Heatwaves are often not considered in the same way as other natural hazards but they can have significant impacts across the spectrum of physiological or infrastructure through to community support facilities. Severe and extreme heatwaves have claimed more lives than any other natural hazard in Australia.

Risk Assessment

In May 2012, members of the Yarrabah Local Disaster Management Group, along with various community members came together to undertake a hazard and risk analysis of disaster events and their potential impact on the community of Yarrabah.   The process took into consideration a previous risk management study and the potential impact of climate change on the risks.

A risk assessment process (based on the Department of Emergency Services document: the 'Guide to Disaster Risk Management in Queensland Aboriginal and Torres Strait Islander Communities') and in alignment with AS/NZS ISO 31000:2009 was applied to the hazards identified as potentially having an impact on the people, the environment, the economy, public administration, social setting and infrastructure of Yarrabah.

This process identified the risks emanating from each hazard, using Likelihood Descriptors, Risk Descriptors and a Qualitative Analysis Matrix.

The risk register will be reviewed in 2023.

NB   It should be noted that the risks dealt with in this document are risks related to disaster-related events, as described in the Disaster Management Act 2003, such risks having the potential to cause a 'serious disruption' to the community

Likelihood Table

How often could it happen?	
A.	Could happen at least once a year
B.	Could happen in each generation
C.	Could happen in my lifetime
D.	Could happen, but probably not in my lifetime
E.	Not much chance that it would ever happen

Consequence Table

		What might be the result?
	Slight	Nobody hurt, houses and possession OK, low cost, most services working normally.
	Small	A few people need slight first aid treatment, some pets lost, a few personal possessions damaged, slight house damage, a few people may need to move to other houses until the hazard passes, occasional disruption to some services, nearly all things can be handled by the community and council.
	Medium	Some people need medical treatment for injuries, a few houses have damage that can be fixed within the community, some services fail, council enterprises stop working normally, numbers of people are worried.
	Large	A few lives may be lost, many serious injuries, numbers of houses badly damaged, many people homeless, large costs, damage to culture and traditions, many Community services not working, evacuation likely, external help needed.
	Huge	The community cannot work properly, many lives lost and many serious injuries, most houses and other buildings wrecked or badly damaged, major failures of community services, huge costs, people scared and really worried, fear for traditional community survival, evacuation probable, people may leave the community for good, long term counselling of the community members needed, massive recovery effort needed. Almost all recovery resources must come from outside the community.

Qualitative Risk Matrix

Consequence / Likelihood	Slight 1	Small 2	Medium 3	Large 4	Huge 5
A Each year at least	H	H	E	E	E
B Each generation	M	H	H	E	E
C In my lifetime	L	M	H	E	E
D Not in my lifetime, but likely	L	L	M	H	E
E Not much chance	L	L	M	H	H

The 'likelihood' of the risk was based upon the chances of the event actually happening. To decide upon the Level of Risk, the pre-determined levels of likelihood and consequence were combined, using the above table.

For example, if a risk was decided to be 'In my lifetime' and the consequences of that risk are "Minor", then use of the table shows that the Level of Risk is "Low".

If a risk was decided to be 'In my lifetime' and the consequences of that risk are "Major", then use of the table shows that the Level of Risk is "High"

Risk Register

The identified risks are recorded in a Community Risk Register (see Annex B) and are reviewed by Council for any necessary attention.

The recommended risk treatment strategies are recorded in the same Annex

As mentioned earlier in this document, the hazard and risk assessment and risk treatment options should be reviewed annually.

Capacity Building

Community Awareness

Part of the role of the Local Disaster Management Group is 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; (DMA s.30[e]).

To that end, the LDMG will undertake a continual community awareness program, encompassing the following activities:

- Community awareness via the coordination and facilitation of school visits from member organisations of the LDMG

- Provision of a community awareness and preparedness campaign to highlight the emergency animal and plant disease risk in the area

- Provision of a community awareness and preparedness campaign to highlight the severe weather risk in Yarrabah and to encourage individual members of the community and business owners to have their own disaster/emergency plans in place

- Provision of support to Queensland Health (Cairns) in their 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.

Community awareness activities will be reported on at each meeting of the LDMG and will be included in the LDMG Annual Report.

The current version of this document will be available at the Council Office and on the YASC web page.

Training

In accordance with the provisions of the Disaster Management Training Framework the following members of the LDMG are required to undertake the below mandatory disaster management training;

Chair and Deputy Chair of the LDMG

> Queensland Disaster Management Arrangements

> Introduction to Disaster Funding Arrangements

> Local and District Disaster Management Group Member Induction

Local Disaster Coordinator

> Queensland Disaster Management Arrangements

> Introduction to Disaster Management Planning

> Introduction to Emergency Risk Management

> Introduction to Lessons Management

> Introduction to Warnings and Alert Systems

> Introduction to Disaster Coordination Centres

> Introduction to Evacuation

> Introduction to Disaster Funding Arrangements

> Local and District Disaster Management Group Member Induction

> Disaster / Recovery Coordinator Induction

<u>LDMG Members</u>

Queensland Disaster Management Arrangements

Introduction to Disaster Management Planning

Group Committee / Member Induction

<u>Certification of Training</u>

Participants who successfully complete a course or induction under the Framework will be issued with a Certificate of Achievement and their details will be entered into the Disaster Management Training Database which is maintained by QPS(EMC&C).

The database will be used to report on the completion of training by stakeholders in accordance with their training requirements under the Framework.

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

<u>Incidental Training</u>

Extra training may be provided to relevant members of the various responding agencies. Such training may include instruction in the Australasian Inter-service Incident Management System (AIIMS).

Exercises

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 Emergency Management Queensland.   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.

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.

Post Disaster Assessment

Post-Disaster Operational Review

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

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.

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 Emergency Management Queensland, and any perceived gaps in capacity or process should be addressed in the ongoing disaster management program.

Response Strategy

Warning Notification and Dissemination

Warnings are issued from a number of sources in connection with a number of hazardous situations:

Severe Weather Event	Bureau of Meteorology
Hazardous Materials Incident	Queensland Police Service or Queensland Fire Department
Public Health	Queensland Health, DEWS, Yarrabah Aboriginal Shire Council Officers (water/wastewater/environmental health)
Major Infrastructure Failure	The owner of the facility - e.g. Yarrabah Aboriginal Shire Council, Telstra, Ergon, etc
Bushfires	Queensland Fire Department
Animal or Plant Disease	Department of Agriculture and Fisheries (Biosecurity)
Space Debris Re-entry	Queensland Police Service.
Potential Terrorism Threat	Queensland Police Service

Many of these warnings are disseminated directly to members of the public via mass media communications systems.

It is the role of the Local Disaster Management Group to ensure that the community is in the best position to receive the information contained in the warnings, and to have the best possible situational awareness to enable them to take appropriate action in relation to any event by which they may be affected.

Further details are addressed in the Public Information & Warning Sub Plan.

Activation

The Chairperson of the LDMG is responsible for the decision to activate the LDMG, in consultation with the Local Disaster Coordinator as required.

Should the Chairperson be unavailable, the Deputy Chairperson of the LDMG is responsible for the decision.

Should neither of the above members of Council be available, the decision may be taken by the Local Disaster Coordinator, who will advise the Chair, LDMG as soon as is practicable.

The four levels of activation are:

Alert	A heightened level of vigilance due to the possibility of an event in the area of responsibility. No action is required however the situation should be monitored by someone capable of assessing the potential of the threat.
Lean Forward	An operational state prior to 'stand up' characterised by a heightened level of situational awareness of a disaster event (either current or impending) and a state of operational readiness. Disaster coordination centres are on standby; prepared but not activated.
Stand Up	The operational state following 'lean forward' whereby resources are mobilised, personnel are activated, and operational activities commenced. Disaster coordination centres are activated.
Stand down	Transition from responding to an event back to normal core business and/or recovery operations. There is no longer a requirement to respond to the event and the threat is no longer present

Local Disaster Coordination Centre

The primary Local Disaster Coordination Centre is located in the Yarrabah Aboriginal Shire Council office on Sawmill Road.

Details of the capacities and operations of the Local Disaster Coordination Centre are included in the Disaster Coordination Centre Sub-Plan.

Concept of Operations for Response

Operational Reporting

Agency Situation Reports will be submitted at intervals as determined by the LDC from the member agencies of the Local Disaster Management Group 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 DDC, 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.

Financial Management

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

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.

DRFA - The intent of the DRFA is to assist the relief and recovery of communities whose social, financial and economic wellbeing has been severely affected by a disaster event. The arrangements provide a cost sharing formula between the state and Australian Government and include a range of pre-agreed relief measures.

Eligible disasters under DRFA include cyclone, flood, landslide, meteor strike, storm, bushfire, storm Surge, terrorist event, tsunami, tornado and earthquake. Drought, frost, heatwave, epidemic events relating from poor environmental planning, commercial development or personal intervention are not eligible events under DRFA.

To claim for expenditure reimbursement under SDRA or DRFA arrangements:
the relevant arrangements must be activated
the relevant relief measures must be activated, and the expenditure must meet the eligibility requirements of that measure
Documentary support for all eligible expenditure detailed in the claim must be provided by the claimant.

Media Management

A Public Information and Warnings Sub-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.

## Accessing Support and Allocation of Resources

While the Yarrabah 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 DDCC.

The DDCC 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:
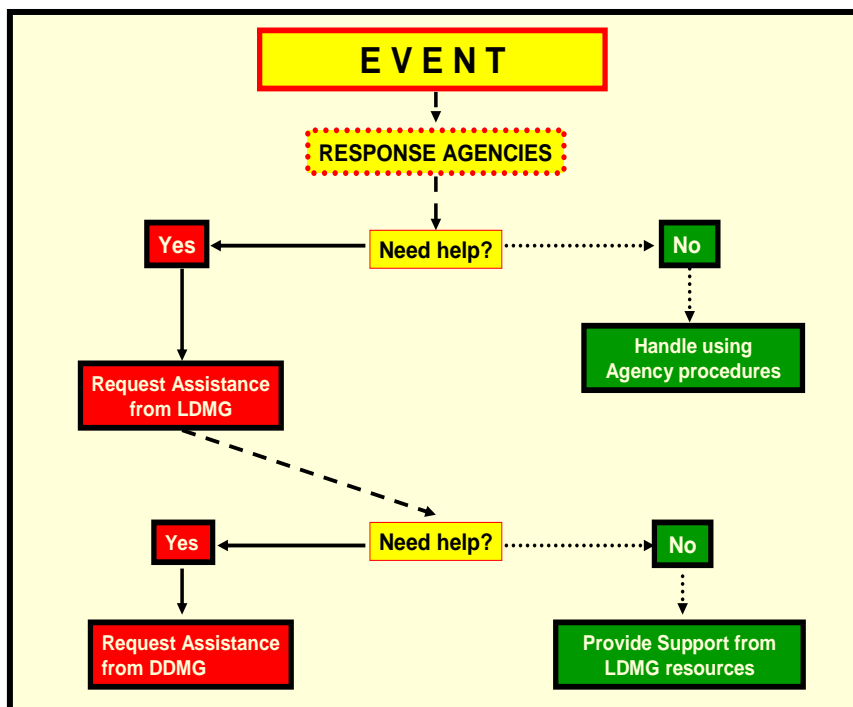
Disaster Declaration

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 of 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.

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 Operations Sub Plan

Hazard Specific Arrangements

The Queensland Disaster Management Arrangements include plans and procedures for specific hazards such as influenza pandemic, animal and plant disease, terrorism and bushfire. Primary agencies are allocated responsibility to prepare for, and respond to, the specific hazard based on their legislated and/or technical capability and authority. The broader arrangements may be activated to provide coordinated support to the hazard specific arrangements.

The State Disaster Management Plan identifies a number of Specific Hazards which are subject of special planning.

Details of the associated State and National Plans, along with the identified Primary Agency responsible for the development and implementation of these plans are included in the following table.

Specific Hazard	Primary Agency	State and National Plans
Biological (human related)	Queensland Health	State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents
Bushfire	Rural Fire Service Queensland	Wildfire Mitigation and Readiness Plans (Regional)
Chemical	Rural Fire Service Queensland	State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents
Influenza Pandemic	Queensland Health	Queensland Pandemic Influenza Plan National Action Plan for Human Influenza Pandemic
Radiological	Queensland Health	State of Queensland Multi-agency Response to Chemical, Biological, Radiological Incidents
Terrorism	Queensland Police Service	Queensland Counter-Terrorism Plan National Counter-Terrorism Plan

Adapted from Interim Queensland State Disaster Management Plan 2012

Recovery Strategy

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

Recovery activations stages are outlined below

Status	Triggers	Actions	Communications
Alert	• Response phase at 'lean forward' level of activation.	• Appointment of LRC as appropriate. • Potential actions and risks identified. • Information sharing commences. • LRC in contact with LDCC/LDC. • Initial advice to all recovery stakeholders.	• LRC and LRG members on mobile remotely.
Lean Forward (Stand By)	• Response phase at 'stand up' level of activation. • Immediate relief arrangements are required during response phase.	• Monitoring of response arrangements. • Analysis of hazard impact or potential impact. • Relief and recovery planning commences. • Deployments for immediate relief commenced by recovery functional agencies.	• LRC and LRG members on mobile and monitoring email remotely. • Ad hoc reporting.
Stand Up (Activate)	• Immediate relief arrangements continue. • Response phase moves to 'stand down' level of activation. Medium term recovery commences.	• LRG activated at LDCC or alternate location. • Recovery plan activated. • Deployments for immediate relief response. • Action plans for four functions of recovery activated as required. • Community information strategy employed. • Participate in response debrief. • Transition arrangements from 'response and recovery' to 'recovery' activated including handover from LDC to LRC. • Action plans for four functions of recovery continue. • Community information strategies continue.	• LRC and LRG members present at LDCC or alternate location, on established land lines and/or mobiles, monitoring emails. • LRC and LRG members involved in medium term recovery continue as required. • Regular reporting to LDMG/LDC.

Stand Down	• LRG arrangements are finalised. • Communities return to normal activities with ongoing support as required.	• Consolidate financial records. • Reporting requirements finalised. • Participate in recovery debrief. • Participate in post event debrief. • Post event review and evaluation. • Long term recovery arrangements transferred to functional lead agencies. • Return to core business.	• LRC and LRG members resume standard business and after hours contact arrangements. • Functional lead agencies report to LRC/LRG as required.

Annexes

Annex A - Distribution List

	Hard Copy	Electronic Copy
Yarrabah Aboriginal Shire Council		1
Deputy Mayor (Chair, LDMG)		
Councillor (Deputy Chair, LDMG)		
CEO (LDC - Master Copy)	1	
Director – People & Communities (Deputy LDC)		
Director –Infrastructure		
Director –Building Services		
Environmental Health Worker		
Qld Police - EMC		1
Qld Police - Officer in Charge		1
Qld Health (DON)		1
QAS - Officer in Charge		1
RFSQ - First Officer		1
SES - Local Controller		1
Yarrabah State School - Principal		1
Gurriny Yealamucka Health Service (CEO)		1
District Disaster Coordinator		1

A copy of the Main Plan is required by legislation to be available at the main Council Office, and on Council's web page.

A copy of the Main Plan is available for purchase from Council at a cost of $25.00.

Annex B - Risk Register / Risk Treatment Plan / Residual Risks

NB   It should be noted that the risks dealt with in this document are risks related to disaster-related events, as described in the Disaster Management Act 2003, such risks having the potential to cause a 'serious disruption' to the community

As alluded to on p. 45 of this document, the issue of natural hazard risk is being addressed by an external consultancy, and the results of their deliberations were not made available prior to the publication of this document.   When the results are available, they will be included.

Hazard	Important Community Item	Risk	Likelihood	Consequence	Risk Rating	Risk treatment	Recommended	Responsible Agency	Timeline
Disease Pandemic	People	There is a risk that people will be affected by a disease pandemic, causing death or severe illness	C	2	H	• Public awareness campaign, including specific information for schoolchildren	Y	Qld Health	As Required
	Medical Services	There is a risk that medical services will be severely stretched by a disease pandemic	C	4	E	• Ensure that contingency planning maintained to address potential staffing shortages	Y	Qld Health	As Required
	People	There is a risk that the community may be quarantined in isolation for an extended period.	C	3	H	• Ensure social distancing of personnel involved in the receipt and distribution of incoming stores and supplies	Y	YASC Community Store	As Required
Emergency Animal Disease	Economy	There is a risk that animals could be affected by a number of emergency animal diseases, such as foot and mouth disease, screw-worm fly, Hendra virus, lissa virus.	C	3	H	• Maintain quarantine initiatives	Y	YASC	Ongoing
						• Maintain community awareness initiatives	Y	YASC	Ongoing
						• Maintenance of a Pest Management Plan	Y	YASC	Ongoing
Infrastructure Failure - Power	People	There is a risk that the lack of power would result in failure of refrigeration, possibly leading to unsafe food issues	B	3	E	• Community awareness campaign in relation to safe food handling and storage	Y	YASC EHW	As Required
	Infrastructure	There is a risk that the lack of power would result in failure of the water treatment and reticulation system, with associated flow-on risks to fire fighting capacity because of lack of water	B	4	E	• Provision of appropriate portable generators	Y	RFSQ	Immediate
						• Identify above-ground water sources	Y	RFSQ	Ongoing
						• Ensure that QRES Rural has sufficient pumping capacity to source water from creeks, etc.	Y	YASC	Ongoing
						• Ensure that council water trucks are available to assist as required	Y	YASC	As Required
		There is a risk that the lack of power would result in failure of the sewerage treatment and pumping system	B	3	H	• Provision of appropriate portable generators	Y	YASC	Ongoing
						• Develop a public health sub plan, to include community awareness material in relation to safe drinking water	Y	YASC	Ongoing
		There is a risk that the lack of power would result in failure of the telephone system, with associated flow-on to the fax, internet and eftpos systems	B	3	H	• Lobby Telstra and Optus to ensure that there is back-up power available to the current repeater tower(s)	Y	YASC	Immediate
						• Ensure that there is access to the telecommunications tower generator to maintain fuel supplies	Y	YASC Telstra	Ongoing
						• Develop a community awareness program aimed at ensuring that resident have an old-fashioned dial telephone available which does not need power to operate	Y	LDMG	Ongoing
		There is a risk that the lack of power would result in failure of radio and television transmission systems, resulting in diminished capacity to inform the community in relation to the event	B	1	M	• Develop/maintain a system of community notice boards in prominent positions in each of the communities	Y	YASC	Ongoing
						• Investigate the development/maintenance of a disaster warden system, similar to Neighbourhood Watch to act as an information conduit to and from the community	Y	YASC LDMG	Ongoing
		There is a risk that the lack of power would result in failure of fuel pumping capacity from below ground tanks	B	1	M	• Encourage the installation of portable generator-driven pumping capacity as a part of normal business continuity planning	Y	LDMG	Ongoing
						• Instigate a policy in relation to Council vehicles maintaining at least half a tank of fuel at all times,	Y	YASC	Ongoing
						• Encourage the community to maintain a t least half a tank of fuel at all times,	Y	YASC	Ongoing
						• Maintain data in relation to above ground (gravity-fed) fuel supplies	Y	YASC LDMG	Ongoing
	People	There is a risk that the lack of power would result in the loss of electrical lighting cooking appliances, with associated flow-on risk of fires	B	3	H	• Community awareness campaign concentrating on fire safety in the home	Y	QRES Rural	Ongoing
Hazardous Chemical Event	People	There is a risk of death or injury as a result of an event involving the delivery, decanting, transportation, storage or application of hazardous chemicals, which include various fuels, acids and gases.	C	2	L	• Continual operator training and vehicle and equipment maintenance in accordance with legislative requirements	Y	YASC	Ongoing

	Environment	There is a risk of damage to the environment as a result of an event involving hazardous chemicals	D	2	L	• Provision of bund walls as required at relevant locations	Y	Facility Owners	Ongoing
	Infrastructure	There is a risk of damage to buildings by fire as a result of an event involving hazardous chemicals	D	2	L	• Provision of safety training and fire suppression equipment	Y	Facility Owners	Ongoing
						• Continual operator training and vehicle and equipment maintenance in accordance with legislative requirements			
Multi Casualty Events	Infrastructure	There is a risk that medical and ambulance/rescue services will be severely stretched by a multi casualty event	A	4	E	• Provision of community first aid courses	Y	QAS	Ongoing
						• Provision of specific training to other emergency services personnel;			
		There is a risk that there will be insufficient space for the storage of deceased persons following a multi casualty event	A	3	E	• Identification of potential alternative storage locations, eg transport freezer containers	Y	QPS	Ongoing
	People	There is a risk of a major event involving a regular air transport passenger flight resulting in death or serious injury	C	3	H	• Aerodrome Emergency Plan in place (Cairns Airport)	Y	YASC	Ongoing

Residual Risks

Residual risks as 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 Cairns District Disaster Management Group, in order that they may consider mitigation strategies not available to the Local Disaster Management Group.

The list below are identified residual risks Yarrabah Local Disaster Management Group transfer to the Cairns DDMG.

Hazard	Vulnerable sector	Risk	Residual Risk
All Hazards (especially those involving multi-casualty scenarios)	People, infrastructure, environment	There is a risk that emergency services response to any disaster event will be severely compromised as a result of insufficient response capacity, limited infrastructure, resources and isolation. There is a risk to first responders and to the general population of asbestos contamination from damaged buildings. Due to limited capacity, there would be various Public Health Risks that Yarrabah would not be able deal with without significant assistance from the DDMG.	Yarrabah has a limited capability and response capacity, because of its size although there is a permanent Police and Ambulance presence in the community, they have limited numbers. State Emergency Service and Rural Fire Service both have a small volunteer presence in the community. While the capacity is there to handle smaller events, any medium or large-scale impact would require the expeditious deployment of external emergency services resources. The Yarrabah LDMG has only a limited capacity to handle minor events; but any medium or large-scale impacts will require significant assistance from the DDMG via QDMA. **Yarrabah LDMG identifies all Hazards in this table as Residual Risks and transfers these Risks to the DDMG.**
Cyclone Cat 1-3			
Cyclone Cat 4+			
Flood			
Epidemic /Pandemic			
Storm Surge (Cyclonic)			
Bushfire			
Earthquake			
Tsunami			
Terrorist			
Hazardous Materials			
Marine Oil Spill			
Shipping/ Boating Accidents			

Annex C - Disaster Management Operational Sub Plans

This section of the Local Disaster Management Plan identifies the response issues which may need to be addressed as a result of a disaster event.

It is recognised that Yarrabah Aboriginal Shire Council will not be able to address many of the issues required to be dealt with in response to a disaster event without significant assistance from the DDMG. It is expected, however, that the Yarrabah Local Disaster Management Group has been able to develop a portfolio of plans to reflect their current/potential operational capacity, commensurate with their level of vulnerability, and identify any gaps in that capacity.

This part of the disaster management planning document has been developed to reflect the capacity of the community to respond to the impact of a disaster event. While parts of the content may seem obvious, and possibly even superfluous to residents of the Yarrabah community, it should always be borne in mind that effective disaster management arrangements provide for a scenario where the people who would normally be responsible for the response to an event may themselves be affected by the event, and unable to perform their normal role.

It is important, therefore that processes and procedures be documented, so that personnel coming into the community from outside to assist in the response to the event are aware of the wishes of the community and are cognisant of the arrangements already in place.

The Sub Plans contained in this section of the document are, in the main, NOT Standard Operating Procedures, to be followed religiously in response to a set of circumstances. SOPs are appropriately retained at individual agency level. These Sub Plans are a discussion of a series of issues which may need to be addressed in preparing to respond to events. Included in most of the documents is an 'Operational Checklist' which may be used as an aide memoire during response operations to ensure that appropriate issues have been addressed as a part of the response.

Unless otherwise specifically indicated, the Local Disaster Coordinator is responsible for the development and maintenance of each individual Sub Plan.

Operational Sub Plans for the disaster management functions are attached:

- A1. Activation of the LDMG

- A2. Community Support

- A3. Disaster Coordination Centre

- A4. Evacuation

- A5. Evacuation Centre Management

- A6. Financial Management

- A7. Initial Impact & Needs Assessment

- A8. Pandemic Sub Plan COVID-19

- A9. Public Health (***Not yet developed***)

- A10. Public Information & Warnings

- A11. Public Works & Engineering

- A12. Recovery

- A.13 Resupply Operations

- A13. Transport & Logistics

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