



Local Disaster Management Plan

Prepared by the Maranoa Regional Council Local Disaster Management Group



Preliminaries

Foreword from Chair of LDMG

The Maranoa Regional Disaster Management Plan has been prepared in accordance with the guiding principals of *the Act (Section 4(a)(b))*, to ensure there is a consistent approach to disaster management in the local area. The Plan will be an important tool for managing potential disasters and is a demonstrated commitment towards safety within the community.

The Plan identifies potential hazards and risks in the area; identifies steps to mitigate these risks and includes strategies to enact should a hazard impact and cause a disaster.

Depending on the scale of a disaster, the Local Disaster Management Group will ensure there is adequate coordination for the local area to reduce adverse impacts. The Plan also documents efforts to mitigate against identified hazards, which in turn enables funding to be provided for risk reduction actions. The ultimate benefit is to reduce the impact on the community following an event.

The Local Disaster Management Group provides support to, and receives direction from, both the District Disaster Management Group and the State Disaster Management Group for events impacting on a larger scale. When State resources are inadequate or inappropriate, further support can be gained from the Australian Government through the Attorney Generals Department.

I feel confident that this Local Disaster Management Plan provides an excellent disaster response and mitigation framework. The local community can feel secure in the fact that local emergency service agencies are not only dedicated but capable in their respective fields.

Signature

Name: Robert Loughnan

Chairman,

Maranoa Regional Local Disaster Management Group

Date: ____/____/____



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Authority to Plan

This plan has been prepared in accordance with the *Disaster Management Act 2003 Section 57(1)* by Maranoa Regional Council Local Disaster Management Group to provide for an efficient response and recovery to the associated risks arising from potential hazards incorporating the towns of Amby, Injune, Jackson, Mitchell, Muckadilla, Mungallala, Roma, Surat, Wallumbilla and Yuleba.

Approval of Plan

In accordance with *Section 80(1)(b)* of the *Disaster Management Act 2003*, final approval has been given to this plan through resolution at the general meeting of Maranoa Regional Council on 14 March 2013.

Approval of the plan has also been given by the District Disaster Coordinator of the Roma District Disaster Management Group on 9 September 2013.

Initial approval of the plan was given by the Maranoa Regional Local Disaster Management Group on 22 June 2009; however this review has been completed due to the significant change on how Queensland as a State implements disaster management.

Powers under the Plan

In accordance with *Section 30(1)(f)* of the *Disaster Management Act 2003*, the Local Group is responsible to manage disaster operations in the area under policies and procedures decided by the State Group.

In the event of a disaster, decision-making authority for its management in the local area vests with the Chairperson of the Maranoa Regional Local Disaster Management Group, and or the delegated Deputy Chairperson. Such authority involves the management and coordination of the business of the Local Disaster Management Group, ensures that this group performs its functions, and reports regularly to the District Disaster Management Group.

Whilst there are no specific powers granted to the Chairman under the *Disaster Management Act 2003*, it is the responsibility of this position and Maranoa Regional Council to prepare for, and make available its resources in the event of a disaster.

Signature: _____

Signature: _____

Name: _____

Name: _____

Mayor

Local Disaster Coordinator

Maranoa Regional Council

Maranoa Regional Council

Date ____/____/____

Date ____/____/____

Review and Renew Plan

The Local Disaster Management Group will conduct an annual review including any amendments of the Maranoa Regional Disaster Management Plan as required by *Section 59 of the Disaster Management Act 2003*.

Amendment Register and Version Control

Proposals to amend this plan should be forwarded in writing or e-mail to:

Support Officer – Local Disaster Coordinator

Email: ldmg@maranoa.qld.gov.au

Mail: PO Box 42

MITCHELL QLD 4465

Phone No 1300 007 662

Amendments of the plan must be authorised by the Maranoa Regional Local Disaster Management Group and adopted by the Maranoa Regional Council under the provision of the *Disaster Management Act 2003* before they may be implemented. Once adopted by Council, amendments should be registered in the table below including the Council resolution number and new version number.

Current edition Version No 6. – September 2013

When the plan is amended each version of the plan is to be clearly identified with a version number and date in the footer on every page. The following table is to be maintained to identify versions and must be updated whenever a new version of the plan is released. For minor and/or administrative amendments the number after the decimal point only should change. For amendments incorporating significant change or re-write the primary version number should change.

REVISION	PREPARED	PAGES	COMMENT	ISSUED
1	15 July 2009	Whole Document	Changes to reflect 2005 DM Plan Guideline	October 2008
2	August 2014	Whole Document	Annual Review	August 2014
3	June 2015	Whole Document	LDM Interim Guidelines Completed and updated risk assessment Member contacts updated	October 2015
4	March 2013	Whole Document	Trigger points updated along with member contacts	March 2013
5	August 2013	Partial Document	Amendments for compliance	September 2013

Distribution List

Controlled copies of the Plan are to be held with the Local Disaster Coordinator and State Emergency Service. Other copies distributed to the Maranoa Regional Local Disaster Management Group and are updated on a periodic basis.

Refer to Appendix A for the distribution list

Copies of the Plan are distributed to each individual or an authorised representative of each group nominated in the Plan Distribution Register.

Definitions & Abbreviations

A list of definitions for terminology used in the plan is attached at Appendix B

A list of definitions for abbreviations used in the plan is attached at Appendix C

LDMG Terms of Reference

The Maranoa Regional Local Disaster management Group is guided in its activities and functions by its Terms of Reference attached at Appendix A

Section 1 – Introduction

1.1 Purpose of Plan

The purpose of the Maranoa Regional Disaster Management Plan is to detail the arrangements for the coordination and management of resources, to ensure and maintain safe communities within the region prior to, during, and after a disaster. This will be achieved by constantly reviewing and updating disaster management arrangements and investigating new initiatives to meet the changing needs of the region.

To achieve safer and more sustainable community, an effective disaster management plan:

- has an all-hazards and all Agency approach;
- is comprehensive and documented;
- is focused on strategic outcomes; and
- is annually reviewed and validated.

The Local Disaster Management Plan must be consistent with Disaster Management guidelines (s58 of the Act). In Queensland the key principles of disaster management are:

- the risk management approach to managing disasters;
- effective planning;
- an effective disaster management plan;
- a scalable, flexible structure;
- local disaster management capability;
- command, control and coordination of support;
- information management and communication;
- timely activation and pre-emptive operations; and
- use of appropriate legislation

1.2 Key Objectives

As stated in *Section 57 of the Act*, the all-encompassing objective of applying a disaster management framework is to ensure the safety of the region. The Local Disaster Management Group must prepare a plan (a local disaster management plan) for disaster management in the local government's area.

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 above;
- 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;

Individual objectives to support the aforementioned are:

- **Prevention**
 - Increase adherence to, and introduction of, systems and regulations that reduce disaster risks
 - Investigate and implement (where appropriate) strategies/initiatives to eliminate or reduce the impact of the effects of hazards on the community through the use of the Emergency Risk Management Process.
- **Preparedness**
 - Increase community safety through public awareness, information and education.
 - Encourage an all agencies, all hazards ethos through the workings of the Local Disaster Management Group.
 - Identify resources to maximize response.
 - Develop contingency plans to address response and recovery issues.
 - Establish and maintain working relationships with other agencies to increase disaster management capability.
- **Response**
 - Efficiently and effectively coordinate the response to an event in conjunction with other emergency response agencies (commitment to an all-agencies approach).
 - Minimize the impact on the community of a disaster event.
- **Recovery**
 - Adequately provide immediate welfare post event.
 - Ensure the recovery priorities of the community are met in collaboration with other member agencies of the Roma Regional Disaster Welfare Group.

It is also necessary to ensure that the resources used to prevent, prepare for, respond to and recover from disasters are used efficiently to achieve the most effective outcomes for the local community and its resilience to the recovery process.

1.3 Local Government Policy for Disaster Management

The Maranoa Regional Council is committed to working within the realms of the State Disaster Management Group's strategic policy framework (s57(2)(a)), the State Disaster Management Plan, and any disaster management plans in accordance with (4A(b)), which focuses on a comprehensive, all hazards approach by all levels of government working in partnership to reduce the effects of disasters.

The Disaster Management Plan is a vital component of the Maranoa Regional Council's commitment to work with and assist the community and is included in the Council's Community plan 2011 to 2021.

State Government strategic documents or other infrastructure entities that relate to this Plan include:

- Ergon Energy – Emergency Management Plan; South West Region 2004
- South West Regional Plan – Department of Infrastructure and Planning 2008
- State Disaster Management Plan – Queensland EMQ December 2010
- District Disaster Management Plan - 2010
- South West Health Service Health District - Maranoa sector Pandemic influenza plan May 2009.
- Draft Maranoa Regional Council Planning Scheme – encompassing – Booringa, Warroo, Bendemere, Bungil and Roma Town Planning Schemes.

1.4 Integration with Council's Corporate, Strategic and Operational Planning Process

As part of the Maranoa Regional Council's Corporate/Operational Plan 2011-2012, the following reference is made to disaster management:

“Emergency Services – Strategy 8.5.12(a):

To administer funds and provide support to the State Emergency Service so as to enable them to adequately respond to any emergency situation that may arise.

To ensure preparedness to respond to major incidents and disasters and engage with Local Disaster Management Group in planning activities aimed at minimising the impact of such events on the community.”

As part of Council's ongoing budgeting and resource allocation, sufficient provision is made annually and within long-term cash flow requirements to ensure its disaster response capability is acceptable according to the level of service required.

Policies and related Council documents to this Plan:

- Community Plan (2010-2030)
- Corporate Plan (2009-2013);
- Information Technology Strategic Plan (year);
- Information/Business Continuity Plan (Year);
- Public / community safety
- Operational plans (2011-12)
- Economic development
- Building Code
- Strategic Policy Framework for DM
- Purchasing Policy

Propose Future Development and Infrastructure

Council will review this plan in the event of major development and infrastructure that is not currently located within its GIS mapping system. This review will be incorporated into the annual review.

1.5 Maranoa Local Disaster Management Group

Maranoa Regional Council has established a Local Disaster Management Group (LDMG) in accordance with *Section 30 of the Act*, to ensure any disaster event is managed in a systematic process that maintains the wellbeing of its community in collaboration and consultation with key stakeholders. The group has developed this Plan that will provide strategic direction and preparedness according to the State's disaster management policy framework (s57).

Functions of the LDMG

A local group has the following functions for its area:

- (a) 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.
- (b) To develop effective disaster management practises, and regularly review and assess the disaster management plan.
- (c) To help the local government for its area to prepare a local disaster management plan.

- (d) To identify concerns, 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.
- (e) 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.
- (f) To manage disaster operations in the area under policies and procedures decided by the State group.
- (g) To provide reports and make recommendations to the relevant district group about matters relating to disaster operations.
- (h) To identify, and coordinate the use of, resources that may be used for disaster operations in the area.
- (i) To establish and review communications systems in the group, and with the relevant district group and other local groups in the disaster district, for use when a disaster happens.
- (j) To ensure information about a disaster in the area is promptly given to the relevant district group.
- (k) To perform other functions given to the group under this Act.
- (l) To perform a function incidental to a function mentioned in paragraphs (a) to (k).

Any other agency or organisation may be requested to assist the Maranoa Regional Local Disaster Management Group in relation to impact from a specific hazard.

The Local Disaster Management Group is responsible for the preparation and revision of all Disaster Management Plans which incorporates disaster management arrangements. Such plans include a Primary Plan with integrated Sub Plans that will assist the Local Disaster Coordinator and Management team during disaster operations.

1.6 Membership of Maranoa Local Disaster Management Group

In accordance with *Section 33 and 37 of the Disaster Management Act 2003*, a list of the current members of the Maranoa Local Disaster Management Group (LDMG) can be found in Annexure D and is subject to be amended from time to time upon motion of the LDMG as required. The membership and contact details of the LDMG are to be updated at least once every 6 months and provided to the Disaster District Coordinator.

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

The LDMG may co-opt additional members/advisors or the assistance of individuals or organisations as circumstances may require. Such personnel and or organisations will be at the discretion of the group.

CHAIRPERSON	Mayor Maranoa Regional Council
DEPUTY/ASSISTANT DEPUTY CHAIRPERSON	Nominated elected Councillors (MRC)
LOCAL DISASTER COORDINATOR	Director – Development, Facilities & Environmental Services.
DEPUTY LOCAL DISASTER COORDINATOR	Manager Roads & Drainage South & Regional Plant & Workshops Chief Executive Officer Manager Infrastructure Contracts & Engineering Services.

Member – Core Group

- Area Director or Delegate – Emergency Management Queensland

- Queensland Police Service (OIC Police)
- Department of Transport and Main Roads (Roma)
- Queensland Fire and Rescue Service (Urban & Rural)
- Chairperson Maranoa Disaster Welfare group
- SES Local Controller (Roma/Mitchell/Wallumbilla/Surat)
- Energy Sector Representative

Member – Support

- Queensland Ambulance Service (Officer In Charge)
- Department of Primary Industries and Fisheries Biosecurity Queensland (DEEDI) (Stock Inspector) (Environmental Officer)
- Ergon Energy (Team Leader)
- Qld Health
- Qld Rail
- Telstra (Roma)
- SES Representatives (Mitchell, Wallumbilla, Surat, Begonia)
- MRC Roads & Drainage Coordinators (Mitchell, Yuleba, Surat, Injune)
- Qld Education (Roma)
- AgForce
- Australian Red Cross – (Roma, Mitchell)

Committees

The LDMG constitutes the development of support committees within the outer lying communities within boundaries of the Maranoa Regional Council area (Wallumbilla/Yuleba, Surat, Injune, Mitchell). Such groups will be established upon approval of the LDMG Chairperson and the Local Disaster Coordinator, in consultation with the Local Disaster Management Group. This group will work in collaboration with, and direction provided by, the LDMG Chairperson and the LDC. A list of personnel is in Appendix D.

The Maranoa Regional LDMG may constitute sub-committees from the membership to address specific issues and or tasks. Such sub-committees are to submit reports on their progress to the Local Disaster Coordinator as dictated by the LDMG when the sub-committee is established.

Notice about membership of Local Group

The Chairperson is to provide the Chief Executive Officer and the Chairperson for the Roma DDMG an updated membership list with contact details in accordance with *Section 37 of the Disaster Management Act 2003* at least once a year, preferably every six months. Such updates must identify the nominated Local Disaster Coordinator in accordance with *Section 24(6) of the Disaster Management Act 2003*.

This written notice will be forwarded at the completion of the first Maranoa Regional LDMG meeting each year.

The following roles and responsibilities were approved by the LDMG at the general meeting of the group on 20 December 2011.

LDMG Executive

The LDMG Executive comprises the Chairperson, Deputy Chairperson and the Local Disaster Coordinator with each position having specific legislated functions under *the Act*.

Chairperson

The Chairperson (must be a Councillor of Maranoa Regional Council – *Section 34 of the Act*) is responsible for the overall management of the Local Disaster Management Group, monitoring the development of the Local Government Disaster Management Plans and supporting plans, liaising with National and State Agencies during operations and media where appropriate. The Chairperson or delegate is also the LDMG representative on the DDMG group.

The roles of the Chairperson are:

- To manage and coordinate the business and functions of the LDMG.
- To ensure as far as practicable that the LDMG performs its functions.
- To report regularly to the relevant DDMG and the Chief Executive of the Department about the performance by the LDMG of its functions.

Deputy/ Assistant Deputy Chairperson

The Deputy and Assistant Deputy are to provide assistance to the Chairperson and stand in where and when appropriate. (*Section 34 and Section 41 of the Act*) Both Deputy Chairpersons are to nominate a substitute in the event that they are absent.

Local Disaster Coordinator

The Director of Infrastructure has been appointed as the Local Disaster Coordinator in accordance with *Section 35 of the Act*, and is responsible for the coordination of disaster operations for the Local Disaster Management Group. This person regularly reports to the LDMG about the disaster operations, attends all Local Disaster Management meetings and implements and or directs strategic decisions of the LDMG relating to disaster operations.

The Local Disaster Coordinator has the following functions:

- a) To coordinate disaster operations for the local group;
- b) To report regularly to the local group about disaster operations;
- c) To ensure, as far as practicable, that any strategic decisions of the local group about disaster operations are implemented.

Deputy Local Disaster Coordinator

The Deputy Local Disaster Coordinator is to assist the Local Disaster Coordinator role or to undertake the role in full capacity where and when necessary.

EMQ Member

Provides advice and direction in operational and response matters in times of events and or planning and supports operations through provision of extra SES resources. This person will also assist with training of members as appropriate and with assistance of the LDC.

Members – Operational Support

Members of the LDMG are made up of the functional areas of LG, local representatives of Qld Police and Emergency Services together with local industry and community representatives as endorsed by the Chairperson and the Local Disaster Coordinator. Members are required to undertake a LDMG Member Induction as soon as possible following appointment. This training will be conducted by the LDC and the EMQ member of the LDMG

Members should ensure they:

- 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;
- Have a deputy who is appropriately trained to take on their responsibilities should they be unavailable and/or to provide additional support during extended operations; and
- Undertake training courses during their time as a member.

Liaison officers of all associated Agencies MUST HAVE the authority to commit respective resources in a timely manner. A standby representative of each Agency should be identified and briefed of requirements of their roles and responsibilities.

Secretariat

The Local Disaster Management group may wish to appoint a Secretariat to administer the governance of the group.

The Secretariat is not a legislated position, however is appointed by the LDMG to undertake administrative functions on behalf of the group and reports to the group in this support function.

- Manage legislative requirements relating to administration and meetings
- Manage the LDMG meeting cycle and associated responsibilities including monitoring action items and resolutions
- Maintains member contact details in accordance with information privacy principles
- Manage information, record keeping, decision making and administrative requirements and or
- Monitor member induction and training records
- Local Disaster Coordination Centre Leader; Support Officer to Director of Infrastructure leads the DCC team during disaster events and is accountable to the LDC

Meetings

In accordance with *Section 39(1)(4)(5)*, disaster management group meetings must be held at least once every 6 months at the times and places decided by the chairperson of the group. In addition, the chairperson of a local group must call a meeting if asked, in writing, to do so by-

- a) The chairperson for the disaster district in which the local group is situated; or
- b) At least one-half of the members of the local group

Members may take part in meetings by using any technology that reasonably allows members to hear and take part in discussions as they occur. If a member continually does not attend LDMG meetings the Executive team may request a meeting to discuss the ongoing non attendance by the members.

Details of actions taken and issues discussed by Maranoa Regional Local Disaster Management Group will be communicated and made available to the Disaster District Management Group (includes Disaster District Co-ordinator) and the Maranoa Regional Council as follows:

- LDMG meeting minutes
- LDMG meeting schedules
- LDMG meeting agendas
- Progress Reports on Emergency Risk Management/Mitigation initiatives/strategies e.g. disaster management studies

- LDMG members are to provide a Bi-annual / annual status report (appendix E) to the chair of the LDMG so that the LDMG can produce a report to the District Disaster Management Group (DDMG).

Meeting Quorum

The quorum for a meeting of Maranoa Regional LDM group is the number equal to:

- a) One-half of its members for the time being holding office plus 1; or
- b) If one-half of its members for the time being holding office is not a whole number, the next highest whole number

Financial Management

The LDMG and all disaster operations will be financially managed in accordance with the Local Government Act and Subordinate Legislation and Maranoa Regional Council financial management policy and procedures.

All LDMG members are to be independently accountable financially in terms of departmental/organisational commitments during an event.

Administration

Administrative process to manage staff rosters, fatigue management, shift hand overs, catering and staff welfare will be managed by the Local Disaster Coordinator or delegate at the activation of the LDCC and more detailed information on these process can be referenced in the LDCC SOP.

Management of all information and documentation associated with administration of the LDCC and the LDMG will be in accordance with the Maranoa Regional Council's document management procedures, policies, system (TRIM) and as per the requirements of appropriate legislation – (E.g. *Information Privacy Act 2009*, etc).

Reporting

Situation Report (SITREP)

During operational activity the LDMG, through the operation of the LDCC, will be responsible for the preparation and distribution of SITREPs. Situation reports are aimed to capture accurate information from the day's operations through communicating a current and forecast situation during a disaster event.

The LDMG will need to ensure regular and accurate information is received from operational areas to inform operational response, forward planning and the contents of the LDMG SITREP. The production of SITREPs takes time and effort and LDMGS will need to consider the allocation of appropriate staff in the LDCC to compile the SITREP.

If a disaster event requires the activation of a LDCC, the LDMG will be required to develop a SITREP to be forwarded regularly from the LDCC to the DDC. If an event is contained within a local government area and has not progressed to DDC activation, the DDMG will still have activated to 'lean forward' level and the DDC may still request LDMG SITREPS to monitor and assess the situation. The nature of the disaster and the involvement of the DDMG will determine the timings, complexity and format of the SITREP for a given event.

Tasking Log

It is recommended that a tasking log be used during activations to record actions taken and the responsible agency or officer. It is anticipated that the log will be used by the LDC or in larger operations the Tasking or Operations Officer in the LDCC.

A tasking log may contain details of:

- The specific operational task to be undertaken
- The date and time of commencement of the task
- The agency and responsible officer to which the task has been delegated
- Relevant contact details
- The date and time of completion of the task
- Actions taken and contextual comments.

The use of a tasking log will ensure that planned operational contingencies have been executed. Tasking logs should be treated as official records and should be stored and archived appropriately to provide information to any post-event review.

Annual Report

The Maranoa Regional LDMG must provide an annual written report to the Roma District Disaster Coordinator by the end of July each annum about disaster management within the local area. A form can be found in Appendix F.

This report must include the following:

- a) Information about activities undertaken during the financial year to maintain or enhance the local disaster management
- b) Details of disaster operations performed during the financial year
- c) Information about priorities for disaster management
- d) Other matters about disaster management the DDC considers appropriate.

Post Operation Report

They also must provide a Post Operation report.

Debriefing

At the conclusion of any operations or exercises, each member of the LDMG representing an emergency service shall attend a debriefing along with the submission of a report to the Local Disaster Coordinator. A consolidated report will be compiled and forwarded to the Disaster District Management Group as soon as practicable.

Revision and Exercise of Plans

This plan will be reviewed every 12 months and revised as required. Its arrangement and the LDCC will be tested annually by exercise. This will be the responsibility of the Local Disaster Coordinator and the Local Disaster Management Group.

The LDMG has the responsibility to conduct disaster management exercises with each individual agency to ensure they have exercised and practiced procedures. EMQ will be utilised to facilitate exercises conducted for groups in the disaster management arrangements.

A hot debrief will be conducted immediacy following the exercise, this activity will be conducted in the format of SWOT:

- **Strengths:** characteristics of the team that give it an advantage over others
- **Weaknesses:** are characteristics that place the team at a disadvantage relative to others
- **Opportunities:** *external* chances to improve performance in the environment
- **Threats:** *external* elements in the environment that could cause trouble for the team.

Any issues identified should be noted and recorded against one or more of the P²OST²E categories, depending on your perception of the reason behind the issue identified.

People	roles, responsibilities and accountabilities, skills
Process	includes plans, policies, procedure, processes
Organisation	structure and jurisdiction
Support	infrastructure, facilities, maintenance
Technology	equipment, systems, standards, interoperability, security
Training	capability qualifications/skill levels, identify courses required
Exercise Management	exercise development, structure, management, conduct

The common due date for review and submission of revised Disaster Management Plan to the Disaster District Co-ordinator is 30 July, each year.

District Disaster Coordinator's Authority

The Roma District Disaster Coordinator may give the Maranoa Regional LDMG a written direction about the performance of the group's functions to ensure the group action its roles and responsibilities appropriately.

Prior to the giving of written direction, the coordinator must consult with the chairperson of the LDMG. The group must comply with any direction given.

Disaster District Plan

If any disaster event escalates beyond the capability of the Maranoa Regional Local Disaster Management Group and its resource base, the Disaster District Plan will be implemented in support of the local organisation.

1.7 Activation of Disaster Situation

A District Disaster Coordinator (DDC) for a disaster district may, after consultation with the local government of the area, the district disaster group, and with the approval of the Minister, declare a disaster situation for the district, or a part of it, if satisfied:

- a) a disaster has happened, is happening or is likely to happen, in the disaster district; and
- b) it is necessary, or reasonably likely to be necessary, for the district disaster coordinator or a declared disaster officer to exercise declared disaster powers to prevent or minimise any of the following:
 - i. loss of human life;
 - ii. illness or injury to humans;
 - iii. property loss or damage;
 - iv. damage to the environment

The disaster situation comes into force immediately it is approved by the Minister and signed by the DDC, and remains in force for fourteen days unless the Minister ends the disaster situation or the period is extended by regulation.

1.8 Roles and Responsibilities

The Maranoa Regional Council has a legislated responsibility to establish a Local Disaster Management Group in accordance with *Section 29 of Disaster Management Act 2003*.

The table below provides details regarding agencies involved in a disaster situation and their key roles and responsibilities. Contact details for these Agencies are located in Annexure D of this plan

Organisational Responsibilities

Maranoa Regional Council

- Reporting structure – reports to District Disaster Management Group;
- Media liaison in collaboration with EMQ to alert public of emergent/disaster event
- Protection, maintenance and restoration of water and sewerage services;
- Clearance of debris;
- Maintenance of drainage systems
- Communications co-ordination as required
- Assessment and safety of damaged buildings
- Preservation of public health and hygiene
- Signposting, barricading and road maintenance
- Provision of manpower and equipment as necessary
- Transport as required
- Assessment and control of chemical pollution of water courses or water supply
- Supply and erection of barricades
- Restrict movement of unauthorised vehicles until arrival of police
- Supply vehicles as necessary
- Protection, restoration and maintenance of utility services
- Assistance by health staff with animal control
- Assistance in vaccination programs
- Provision of animal records
- Communication co-ordinator between all organisations
- Set up & staff Local Disaster Coordination Centre
- Ensure all personnel and LDMG agencies are prepared for operations
- Mayor/LDMG during “Warning Phase” encourage communities to carry out personal preparations in relation to the onset of the hazard (eg stock up on food, medicines, fuel, secure property, make arrangement for pets should evacuation be required etc)

Queensland Police Service

- Control of essential traffic routes and traffic control in liaison with DTMR and Local Government
- Coordination of Evacuation and rescue of persons if required
- Registering of evacuated persons under the National Registration Inquiry System
- Security of specific areas for public safety or investigation purposes
- Control of accident site and surrounds
- Coordination of rescue operations for trapped or injured persons
- Crowd control
- Assistance in rescue of trapped/stranded persons
- Augmenting emergency communications
- Stock movement control
- Road blocks and diversions
- Tracing of persons
- Assistance on request with stock and infected material tracing
- Investigation of offences
- Assistance with emergency communications
- Security of evacuated premises and temporary shelters
- Co-ordination and control of identification and mortuary facilities if required
- Notify Hospital (Temporary Morgue)

State Emergency Service

- Assist with the coordination of resupply operations
- Set up and staff SES Operations facility
- Ensure all SES equipment and personnel are prepared for operations
- Operate flood boat for:
 - search and rescue,
 - evacuations,
 - transportation of emergency service personnel and equipment,
 - re-supply,
 - transportation of residents
- Conduct chainsaw operations for:
 - road clearance,
 - rescue,
 - storm damage relief
 - support rural fire operations
- assist QPS with conduct of land search operations
- Operate SES Operations Centre
- Assist with set up and operation of Field Headquarters
- Assist with evacuations
- Assist Maranoa Regional Council staff with debris clearance
- Provide traffic management/control
- Supply equipment including generators and lighting for emergency functions
- Provide emergency advice and warnings (as approved by the Mayor/LDC/LDMG)
- Provide communications equipment and services
- Assist QAS – including the set up of triage facilities and driving QAS vehicles
- Provide Air Observers
- Complete temporary building repairs
- Provide security/crowd control under Police direction
- Assist in rescue operations
- Assist council and police to set up roadblocks and warning signs
- Assist QPS, QAS & QFRS (Urban and Rural)

Queensland Ambulance Service

- Initial triage of casualties
- Emergency pre-hospital care
- Documentation
- Transport of casualties including road and air transport
- Liaison with other services
- Selection of Triage and Treatment area
- Selection of marshalling area for QAS units
- Co-ordination of Volunteer First Aid Groups

Queensland Fire & Rescue Service – Urban

- Provision of specialised equipment and manpower if required
- Fire control
- Advice to public on safety matters relating to hazardous spill area threats
- Provide removal equipment for trapped persons
- Assistance in provision of cleanup facilities
- Control of urban fires and the fire ground until secure
- Safety of persons in relation to urban fire
- Prevention, fighting and recovery operations
- Provide extraction equipment if required
- Extraction of trapped persons or deceased
- Conduct body recoveries in urban areas

Queensland Fire & Rescue Service – Rural

- Contact local rural communities for resupply or coordination assistance in remote rural areas
- Control of rural fires
- Safety of persons in relation to fire prevention, suppression, response operations
- Assistance in provision of communication to rural properties for all emergent activities
- Advice and directions on public safety/evacuation from fire danger zones
- Provision of specialist manpower and equipment
- Provision of assistance to urban fire brigade
- Advice on carcass burning, conditions and safety of carcass burning activities

Ergon Energy

- Control of dangerous electrical situations
- Isolate and restoration of main power and services when required
- Provide information to LDMG upon request

Telstra

- Telephone communication restorations and provision of communications facilities
- Provide information to LDMG upon request

Queensland Health – Roma/ Mitchell/ Wallumbilla/ Injune/ Surat Hospitals

- Contact residents special needs for evacuation and or resupply purposes
- Liaise with LDMG when required
- Provision of Site Medical Officer or site Medical Team if required
- On site emergency treatment of casualties if required
- Casualty Clearance Station
- Short-term medical support
- Evacuation of hospitals/aged care facilities when and where required

Environmental Protection Agency Forestry Maranoa

- Fire suppression and control within State Forest
- Management of national parks and forestry associated activities
- Collaborate with LG and LDMG in emergent situations – waste, carcasses, environmental impact

Department Agriculture, Fisheries and Forestry

- Detection and location of infection
- Slaughter and disposal of animals
- Management of all exotic animal/plant disease threats
- Support and assist with animal welfare

Department of Main Roads

- Advise on road infrastructure safety including detour routes, roads closed

Chamber of Commerce

- Assistance with communication to local business in relation to disaster management related issues

Bureau of Meteorology

- Supply of meteorological bureau information of flood and wind warnings
- National weather and warnings information refer to <http://www.bom.gov.au/weather/qld/>
- Refer QFCI recommendations

Media

- Media management communication as approved by LDMG to local community in relation to disaster management related issues

Energy Resources Sector

- Supply materials, machinery and labour

Lead Agency Roles and Responsibilities in Disaster situations

The roles and responsibilities of each of the involved organisations are listed below for each Disaster situation.

Hazards	Lead Agency	Support Agency
Storms	MRC/ SES	QPS QFRS Ergon Energy Telstra Qld Rail BoM QAS Qld Health
Road Accidents	QPS	QFRS QAS SES Qld Health MRC
Fires (Rural & Urban)	QFRS	QPS MRC SES QAS Qld Health Ergon Telstra NPWS/EPA/Frestry
Loss of Utilities	MRC/ Ergon/ Telstra	QPS SES
Aircraft Accidents (Commercial and Private)	QPS	EPA – Chem Unit SES QAS
Military (Aust. Defence Force)	QFRS	Qld Health MRC Santos/Origin/QGC/AGL
Hazardous Material Accident	QFRS EPA – Chem Unit	QPS EPA MRC QAS Qld Health SES
Flood	MRC	QPS SES BoM QFRS EMQ Welfare
Rail Accident	Qld Rail QPS	MRC SES QFRS QAS Qld Health

Hazards	Lead Agency	Support Agency
Earthquake	MRC	QFRS QPS SES QAS Qld Health Ergon Telstra Welfare
Exotic Diseases	DAFF – Bio Security QLD	MRC QPS SES QAS Qld Health QFRS
Epidemics	Qld Health	MRC QPS QAS QFRS SES Welfare
Oil & Gas Facilities and Pipeline Accidents	DNRM – Mines & Energy	Santos Origin Epic Energy Qld Gas Company DERM QFRS QPS SES QAS Qld Health MRC Ergon Careflight
Terrorism – Bomb/ Explosion	QPS	QFRS MRC SES QAS Qld Health

Section 2 – Disaster Risk Management

Disaster risk assessment is the process used to determine risk management priorities by identifying the risk, evaluating the risk and determining risk priorities through communication, consultation, monitoring and review.

Disaster risk assessment and management is undertaken based on the National Emergency Risk Assessment Guidelines and the Australian/New Zealand Standard AS/NZS ISO 31000:2009 Risk management – Principles and guidelines, and the Risk Management Code of Practice 2007.

Maranoa Regional LDMG has determined its community vulnerability through the identification and examination of known hazards. An analysis of such risks has been completed to evaluate the likelihood and consequence of an event occurring with documented treatment options included in the ‘risk management table’ along with the appropriate agency responsible for management for the specific hazard.

The LDMG has considered the following when undertaking risk identification evaluation and prioritisation:

- Characteristics of the regions environment;
- Hazards and associated risks that have the potential to impact this region and neighbouring local government areas;
- Probable consequences of the risk and likelihood of its impact;
- Each identified hazard contains components of Residual Risk that have been accepted by the Maranoa Regional LDMG which are managed through existing controls and as per the LDMG planning and operational arrangements.
- Any identified possible future risk will be assessed, evaluated and mitigated within the capability and capacity of the LDMG and its resources.

2.1 Community Context

Maranoa Regional Council encompasses the towns of Jackson, Yuleba, Wallumbilla, Surat, Injune, Roma, Muckadilla, Amby, Mitchell, and Mungallala. The total population of this Shire is approximately 13,000 persons; however this fluctuates regularly due to the considerable transient population associated with the gas resource industry. There are numerous gas camps nestled within the rural agricultural area, which have a camp population of up to 500 persons. (July 2011)

Maranoa Regional Council has mutual boundaries with Banana Shire Council on the north east, Western Downs Regional Council on the east, Murweh Shire Council to the west and Balonne Shire Council to the south.

Roma is the business centre of the Shire thus housing the main administration and depot of the local government. The smaller centres of Surat, Injune, Mitchell, Yuleba and Wallumbilla have Council resources that are used in emergency events, however the resources are limited.

Storm weather can be experienced from August, with usual wet season commencing in late November through to the end of March. Heatwave conditions may occur during this time with extreme temperatures as high as 45°C being experienced. Such conditions are usually followed by storm and or wet conditions which can occur as cyclones moves over the eastern coastline of Australia and result in a rain depression that has the potential to cause flooding within this region.

Bushfires are prevalent during spring months – August to end of October/early November. In the 1950's the region experienced fire balls which is a bush fire that runs in the tops of trees, causing considerable damage to the natural environment. Should the area receive good rains in the summer it is not uncommon for the region to have bushfires the following Spring/Summer. Land managers are encouraged to implement mosaic burning of 'high risk' areas to reduce mass fuel matter.

Geography Topography

The Maranoa region is located in south west Queensland approximately 480 kilometres west of Brisbane within the Surat Basin energy province. Covering an area of 58,830 km² and home for approximately 13,000 people, the region is a rich agricultural, natural cypress forest and natural resource (oil and gas) industry district boasting the largest store cattle market facilities within Australia.

The region is reasonably flat, with dry sclerophyll forest and susceptible to wild fires, flooding and drought. To the north of the Shire nestles the Carnarvon Ranges which are utilised by Tourists for its spectacular sandstone cliffs and lush gorges along Carnarvon Creek boasting the headwaters of the Maranoa River that meanders through Mitchell. Numerous water ways and Creeks flow within the region such as the Bungil Creek which the township of Roma nestles and the Balonne River which services the township of Surat in the south of the region following through to St.George in the Balonne Shire.

The Carnarvon Development Highway and the Warrego Highway (identified as heavy transport corridors) dissect the Region, with alternate major transport being rail and airbus/freight. The community expect a high quality of life through a healthy relaxed clean atmosphere, extensive amenities both business and sporting, numerous education facilities and service industries.

Climate and Weather

Temp Range: -6 to 45+ C.

Max Mean Temp: 33.2 C

Min Mean Temp: 12.7 C.

Yearly Rainfall: 596 mm (Average)

Profile: Gently undulating landscape

Climate: Sub humid to semi-arid warm temperature.

Rain: While recent droughts (1995–2008) may have distorted average rainfall figures, the average yearly rainfall data for the period 1975-1994 was 612 mm. Annual rainfall figures in subsequent years had been higher: 1995 - 733.8mm, 1996 - 888mm and in 1997 - 999mm. The Maranoa region is subject to prolonged droughts but has recently been affected by major flooding events. In 2010 the yearly rainfall was 1135mm, nearly twice the yearly average.

Significant flood events have occurred in March & December 2010, and February 2012 reaching record flood heights at the Joe Orr Bridge located on Bungil Street in the Roma township of 8.1 meters in 2010 and 8.4 metres in 2012. The record February 2012 flood event surpassed previous records by some 300mm. Surat township becomes isolated by the Balonne River during flood events,

however to date less than four premises become inundated. The record February 2012 flood event was also the highest recorded flood of Mitchell reaching a height at the Mitchell bridge of 9.84m. Over 80% of the town was affected by the flood. Amby is located on the Amby Creek where the flood waters inundate urban house yards. Muckadilla, Mungallala, Injune, Wallumbilla, Yuleba and Jackson have been relatively flood resistant, although become isolated during wet weather events.

Fire: Wildfires can be experienced in the region; with records showing significant wildfires in the 1950's which it is understood to have had a fire front of up to 30 kilometres. Long time residents of this Region advised that there were fire balls (fast moving fire in the tops of trees) that devastated thousand of hectares of land (Carnarvon ranges to south of the western rail link). As fires are identified as a major hazard in the area, this plan links to the South Western Region Operation Management Wildfire Operation Plan when a fire event occurs.

Cemeteries

Amby – Lot 215 on DUB 5393

Injune – Lot 137 on WT 197

Jackson – Lot 69 on C 8260

Mitchell – Lot 118 on C 891

Mungallala – Lot 88 on DL 215

Surat – Lot 121 on C 870

Roma – Lot 349 on C 844 & 331 on C 8110

Wallumbilla – Lot 178 on WAL 53366

Yuleba – Lot 53 on WV 1715

Culturally Sensitive Sites

There are a number of culturally sensitive sites in the region which are reflected in the Maranoa Planning Scheme.

Population

According to the most recent Census data (Census 2011) the Maranoa Region has a total population of 13,076. This total is distributed across the region where Roma is the largest township, with 6,906 residents. Mitchell has 1,311, while Injune and Surat have 984 and 426 residents respectively. The remaining population is spread across the other smaller townships and in the rural parts of the region.

Cultures/ Languages

Due to the expansion of the resource industry and its global employment, this region is expanding into a multicultural community with increased employment of ethnic groups into local industry. There are multiple languages spoken within the region including (but not limited to) – Cantonese, Afrikaans, Mandarin, Hindi, Greek, Italian, Hungarian, Danish, Alyawarr.

Community Capacity

Amby – restricted resources, minimal event requires assistance – Rural Fire Brigade active

Roma – resources extensive, has capacity to assist smaller communities upon request from Council Supervisor's.

Yuleba -restricted resources, minimal event requires assistance

Dunkeld – no resources other than private landholders. Rural fire brigade located within the district have minimal resources

Wallumbilla – Local SES group have resources, backed up with Council depot (minimal resources in Wallumbilla urban area). Active SES-Rural/Urban fire brigade. Flood and road accident recovery trained personnel.

Jackson – no resources other than private residents

Mitchell – resources extensive through Council, SES group active and Urban Fire Brigade active.

Mungallala – restricted resources, Rural Fire Brigade active – requires assistance

Injune – restricted resources, Council depot (Six staff), SES group active, Fire Brigade active (man power minimal), numerous gas camps located within 50km radius of Injune township

Muckadilla – no resources other than private residents, requires assistance from Roma/Mitchell. Rural fire brigade semi active has minimal resources.

Hodgson – Rural Fire Brigade members, limited resources provided by local community members.

Surat – resources extensive Council depot, SES group sub-active, Fire Brigade active requires assistance.

Teelba – limited resources, Rural Fire Brigade sub-active, needs assistance.

Bymount – limited resources provided by local landholders, Rural Fire Brigade active require assistance.

Eumamurrin – limited resources provided by local landholders, Rural Fire Brigade active require assistance.

Industry

Cypress pine sawmills, oil and gas, beef cattle (saleyards), grain and cereal crops, mutton, wool, fuel depots, agricultural support services and transport industries.

Public Buildings & Spaces

Township	Buildings & Spaces Available
Amby	Shire Hall Golf Club
Begonia	State Junior School Community Hall and amenities Recreational Grounds
Bymount	State Junior School Community Hall
Eumamurrin	Recreation grounds and amenities Community Hall with amenities
Hodgson	Community Hall
Injune	Council administration office & depot SES Shed Shire Hall Injune Rodeo Grounds Injune Race Track School Recreational Fields
Mitchell	Council administration office & depot

Township	Buildings & Spaces Available
	Shire Hall Showgrounds SES Shed Mitchell Race Track Mitchell RSL & Combined Sports Club Schools
Muckadilla	Shire Hall School building, amenities & grounds (closed 2009) includes Teacher house
Mungallala	Shire Hall State School Recreation Grounds
Roma	Council administration building (Main Office) & Council Depot Community Hall Recreational Fields Tafe College Drag Strip Show grounds/ Race Track Schools SES Shed
Surat	Shire Hall State Junior school Recreational Fields Surat Race Track
Yuleba	Council administration office & depot Community Hal Recreational Fields School
Wallumbilla	CWA Hall Community Hall Calico Cottage Showground SES shed School

Critical Infrastructure and Essential Services

Road Network

Highways: The Warrego Highway runs east-west from Jackson in the east to Mungallala in the West of Maranoa Region, and continues through to Charleville. The Carnarvon Development Highway runs north-south through Surat on the south of the Shire to Injune in the north and continues through the Carnarvon Gorge National Park to Rolleston.

Railways

Qld rail service runs parallel with the Warrego Highway that traverses from east to west through the region. The rail has twice week passenger service, once per week livestock service, and a freight service that drops off at Roma with connecting road transport delivery to the rest of the region.

Water Storage

The urban townships within the region have water storage – towers within the towns. These facilities fill by pumping from bores, however Surat utilises the Balonne River water as its main source of water.

Fuel Deposit/ Storage

There are major fuel storage sites on the western entrance to Roma, with smaller storage (5000-10000 litres) located at service stations in the remaining towns.

Depots

Caltex – Mitchell Road & Quintin Streets – Roma

BP – Mitchell Road – Roma

IOR – two self bunding fuel tanks 2km west of Roma on Warrego Highway

Service Stations

Caltex – Bowen Street Roma

Caltex Self Serve – Billybob Way Roma

Bridge Service Station – Cambridge Street Mitchell

Caltex Service Station – Burrows Street Surat

BP – Kookas Bowen Street Roma

BP Service Station – Carolyn Street Mitchell

Independent – Warrego Highway Yuleba

Amby Store – Warrego Highway Amby

Wallumbilla Store – Chadford Street Wallumbilla

Independent – Warrego Highway Muckadilla

Sewerage Treatment

Roma, Mitchell, Surat, Injune, Amby and Mungallala each have a reticulated sewerage systems linked to a Sewage Treatment Plant. The remaining communities have individual private septic systems per residence.

Airfields

The airfields located in the Maranoa Region do not have traffic control and the Roma site is the only site that accepts commercial aircraft on a daily basis. The remaining airfields are used for private landings only.

- Roma Aerodrome (Carnarvon Highway 2km north of township) – upgraded to land large aircraft
- Mitchell Aerodrome (Bollon Road 3km west of township) – is used by the Royal Flying Doctor Service, and small aircraft owners
- Injune Aerodrome (Airport Drive on south west town boundary) – is used by Royal Flying Doctor Service, Gas industry planes to ferry employees and small aircraft owners
- Surat Aerodrome (Alexander Street south east town boundary) – is used by Royal Flying Doctor and small aircraft owners

There are a number of privately owned airstrips that Council may obtain approval from landowners to use in an emergency situation. (This list is not exhaustive)

- Fairfield – north east of Injune – owned by Santos
- Eureka – privately owned bitumen airstrip south west of Muckadilla 10km (Gambamora Industries – 4623 1630)
- Torwood – south of Mungallala 25km (Graham Burey – 4623 1836)
- Grassmere – south west of Mitchell approx 130km (Robert/Leanne Moore – 46265 7321)

Helicopter landing pads are located at the following: (designed for purpose)

- Roma – southern side McDowall Street opposite Roma Hospital, Dean 'O' Dean O Day Oval Roma in behind SES Shed
- Mitchell – 2-3 kilometres south of Mitchell on the St. George Road/State School oval

- Injune – State School oval, airport, vehicle wash down pad
- Wallumbilla – State School oval, Wallumbilla Showground
- Yuleba – State School oval
- Surat – Surat airport, State School oval

Public Hospitals

Throughout the region there are five public hospitals in total. Roma has the largest hospital in the region and is the preference for any emergency event related injury as there is more convenient access to an airstrip if patient transport is necessary. The other hospitals in the region are located in Wallumbilla, Mitchell, Surat and Injune.

Hazardous Sites

Gas lines – there are multiple lines through out Maranoa Region, exact locations can be acquired from the Asset Owner.

Gas installation facility – Wallumbilla, north and south Wallumbilla (Surat Road), Silver Springs and Kincora (south of Roma), Yellow Bank (north/east Injune), Spring Gully (north/east Maranoa), Fairview (north Injune),

Power station and sub stations – Roma, Mitchell,

Abattoir – ammonia leak – Ladbrooks, Lawson's and Surat Butchery

Service Stations – Roma, Injune, Mitchell, Surat, Yuleba, Wallumbilla (General Store), Muckadilla, Amby (General Store), IOR (west Roma), Caltex (east of Roma near Saleyards)

Hardware Businesses – Roma (2), Mitchell, Injune, Surat

Roma Barbeque and Gas Supplies (Hawthorne Street)

Industrial Estate on the south west section of Roma Town

- Haliburton – chemical storage
- Timbury Hills Development – chemical/fuel storage

Swimming Pool - Roma, Mitchell, Surat, Injune, Wallumbilla (school)

2.2 Hazards

All possible hazards have been identified within the guidelines and are included in the Risk Management Record on the following pages. The Risk Management Record has been devised to have regard for the following risk studies undertaken for the area:

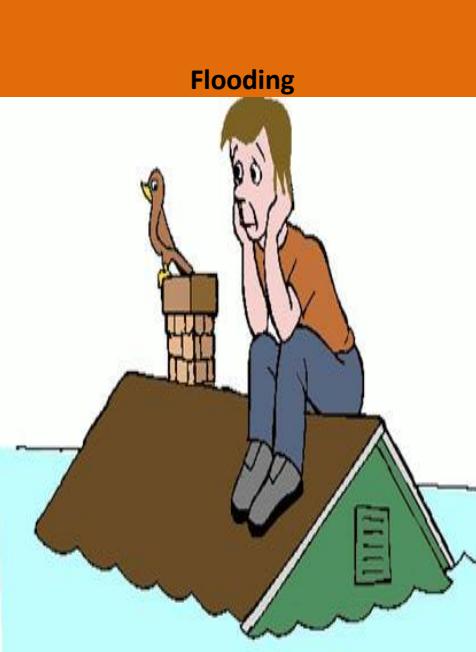
- Local Disaster Management Group has been supplied with Region Functional Plan – South Western Region – Operations Management Wildfire Operational Plan 2010-2011.
- Maranoa Regional Council have commenced a Flood Report with information integrating into this Plan upon completion
- Qld Reconstruction Authority has developed a number of maps that assist with identifying floodplain potential across the region (urban and rural areas).
- Information and recommendations from the flood events of March 2010 and January 2011

The following risk matrix has been used in the process of evaluating the source and possible consequences of a risk, and the likelihood that those consequences will occur. The consequence of the risk is mapped against the likelihood that it will occur, which provides a risk rating. The MRC LDMG have prioritised the risks and stated the action that will be implemented for those risks that are in the scale from moderate to extreme.

2.3 Risk Matrix and Management Record

Likelihood	Consequence				
	Catastrophic (5)	Major (4)	Moderate (3)	Minor 2	Insignificant (1)
Almost certain (5)	10	9	8	7	6
Likey (4)	9	8	7	6	5
Possible (3)	8	7	6	5	4
Unlikely (2)	7	6	5	4	3
Rare (1)	6	5	4	3	2

Risk Score	Likelihood	What should Result
9-10	Extreme	Immediate Action Required
7-8	High	Senior Management Action Required
5-6	Moderate	Management responsibility must be specified
2-4	Low	Manage by routine procedures

Vulnerable Element		Potential Risk	Likelihood	Consequence	Risk Rating	Risk Treatment	Revised Risk Rating
 Flooding	People	❖ People (rural and residential properties, travelling public) could become isolated / stranded due to road closures.	Almost certain	Moderate	High 8	1. Develop and maintain a property register to identify homestead locations and at risk persons 2. Develop strategies to identify and report on possible stranded travellers (Utilise property owners, and radio communications UHF/HF/Mobile Phones with signage to indicate frequencies and channels) 3. Ongoing community education program of risks of driving in isolated, remote rural areas (E.g. Stay on track outback campaign)	Medium 5-6
		❖ Increase in vector outbreaks.(Water-borne diseases, such as typhoid fever, cholera, leptospirosis and hepatitis A)	Almost certain	Moderate	High 8	4. Develop and maintain a contact list for the conduct of wellbeing checks for isolated rural and urban properties.	Medium 5-6
	Buildings	❖ Damage to property.	Likely	Major	High 8	5. Promote individuals to undertake preparations 6. Ongoing community education and development of early warning systems 7. Maintain Levee bank. 8. Maintain adequate stocks of sandbags, resources, etc.	Medium 5-6
	Environment	❖ Damage by disruption of soil.	Rare	Minor	Low 3	9. Ongoing community education 10. Encourage land care good practice	Low 2-4
	Business	❖ Local businesses close (isolated effects). ❖ Reduce quality of good agricultural land. ❖ Stock loss	Possible	Catastrophic	High 8	11. Ongoing community education and development of early warning systems	High 7-8

Vulnerable Element	Potential Risk	Likelihood	Consequence	Risk Rating	Risk Treatment	Revised Risk Rating	
Severe Storm 	Lifelines	❖ Telecommunication and electrical lines damaged.	Unlikely	Major	Medium 7	12. LDMG will support training and maintenance of Emergency Services personnel and associated equipment	
		❖ Road closures or damage	Almost Certain	Moderate	High 8		High 7-8
	Critical facilities	❖ Critical facilities unable to function effectively due to disruption of communications and power.	Possible	Major	High 7	13. LDMG will maintain a supply of generators suitable for use by local businesses and emergency services to operate cold rooms, freezers and essential services.	Medium 5-6
		❖ Lack of locally experienced staff in disaster response.	Possible	Major	High 7	14. Ongoing training of emergency services personnel	Medium 5-6
	People	❖ People injured or fatalities	Almost certain	Major	Extreme 9	15. LDMG will support training and maintenance of Emergency Services personnel and associated equipment 16. Ongoing community education and development of early warning systems	High 7-8
	Buildings	❖ Damage to property	Likely	Major	High 8	17. LDMG will support training and maintenance of Emergency Services personnel and associated equipment	Medium 5-6
	Lifelines	❖ Telecommunication and electrical lines damaged..	Unlikely	Major	Medium 6	18. Ongoing local government emergency response procedures for road damage checks and repairs.	Medium 5-6
		❖ Road closures or damage.	Almost Certain	Moderate	High 8	19. Ongoing local government emergency response procedures for road damage checks and repairs.	Medium 5-6
	Critical facilities	❖ Critical facilities unable to function effectively due to disruption of communications and power.	Possible	Major	High 7	20. LDMG will maintain a supply of generators suitable for use by local businesses and emergency services to operate cold rooms, freezers and essential services	Medium 5-6
		❖ Lack of locally experienced staff in disaster response.	Possible	Major	High 7		Medium 5-6
Major Bushfires 	Business	❖ Local businesses close (isolated effects). ❖ Reduce quality of good agricultural land. ❖ Stock loss	Possible	Catastrophic	High 8	21. Ongoing community education and development of early warning systems	Medium 5-6
	Environment	❖ Damage to the environment by fallen trees and plants and disruption of soil.	Rare	Minor	Low 3	22. Ongoing maintenance of property and infrastructure 23. Encourage land care good practice	Low 2-4
	People	❖ Fire and smoke hazard. ❖ Inexperienced fire fighters	Likely	Major	High 8	24. LDMG will support training and maintenance of Emergency Services personnel and associated equipment High 25. Ongoing community education and development of early warning systems High 26. Develop a protocol (including cross border) for the erection of warning/road closure signage	High 7-8
	Buildings	❖ Buildings damaged/destroyed by fire	Rare	Major	Medium 5	27. Ongoing community education and promotion of individual preparation and annual maintenance of buildings/property 28. LDMG will support training and maintenance of Emergency Services personnel and associated equipment	Medium 5-6
	Lifelines	❖ Power, water supply, communication lines disrupted from fires. ❖ Road blockages.	Unlikely	Moderate	Medium 5	29. LDMG will maintain a supply of generators suitable for use by local businesses and emergency services to operate cold rooms, freezers and essential services	Medium 5-6
	Critical facilities	❖ Critical facilities unable to operate effectively due to disruption of lifelines.	Possible	Major	High 7	30. LDMG will maintain a supply of generators suitable for use by local businesses and emergency services to operate cold rooms, freezers and essential services 31. LDMG will support training and maintenance of Emergency Services personnel and associated equipment	Medium 5-6
		❖ Lack of fire fighting equipment	Possible	Major	High 7		

	Vulnerable Element	Potential Risk	Likelihood	Consequence	Risk Rating	Risk Treatment	Revised Risk Rating
Major Transportation Incidents 	Business	❖ Local economy affected. ❖ Loss of livestock and/or crops	Likely	Catastrophic	Extreme 9	32. Council will assist RFSQ with Bushfire control through the provision of subsidised plant hire rates 33. Assist landholders with Bushfire mitigation through the provision of dedicated plant and equipment.	High 7-8
	Environment	❖ Death of wildlife ❖ National Parks damaged. ❖ Increased spread of fire tolerant/regenerative plants.	Rare	Major	Medium 5	34. Encourage the conduct agency/ property fire management planning and mitigation activities	Low 2-4
		❖ Exposure of soil.	Rare	Major	Medium 5	35. Ongoing maintenance of property and infrastructure	Low 2-4
		❖	Rare	Major	Medium 5	36. Encourage land care good practice	Low 2-4
		❖ Truck rollover or ruptured container releasing hazardous substances ❖ Vehicle/aircraft fire.	Likely	Moderate	High 7	37. LDMG will support training and maintenance of Emergency Services personnel and associated equipment 38. Establish and maintain heavy vehicle dangerous goods routes through urban areas with signage	Medium 5-6
	People	❖ Road closures	Likely	Moderate	High 7	39. Develop a protocol (including cross border) for the erection of warning/road closure signage	Medium 5-6
	Lifelines	❖ Increased pressure on limited health services.	Rare	Major	Medium 5	40. LDMG will support training and maintenance of Emergency Services personnel and associated equipment	Medium 5-6
	Critical facilities	❖ Delay in transportation of goods	Likely	Moderate	High 7	41. Develop a protocol (including cross border) for the strategic diversion of traffic	Medium 5-6
	Business	❖ Spill of hazardous substances.	Possible	Major	High 7	42. Develop protocol with EPA for the recovery/disposal of hazardous substances	Medium 5-6
	Environment	❖ Contract of communicable disease. ❖ Aging population is highly susceptible to disease contraction.	Rare	Major	Medium 5	43. Respond and assist as per directions by Lead Agency (Qld Health/Biosecurity Qld)	Medium 5-6
Human / Animal / Plant Diseases 	People	❖ Waterborne vectors in bore water/artesian springs.	Rare	Minor	Low 3	44. Ongoing monitoring and maintenance of infrastructure	Low 2-4
	Lifelines	❖ Emergency services overwhelmed.	Rare	Major	Medium 5	45. Support cross skilling of local emergency services personnel 46. Coordination of external personnel and resources to support local services	Medium 5-6
	Critical facilities	❖ Animals and plants/crop contract disease.	Rare	Major	Medium 5	47. Encourage the conduct agency/ property mitigation activities 48. Encourage plant and animal welfare good practice	Medium 5-6
	Business	❖ Air/Water/Gas/Land and waterway contamination.	Rare	Major	Medium 5	49. Respond and assist as per directions by Lead Agency (QFES/EPA/DNRM)	Low 2-4
	Environment	❖ Bridge closure.	Rare	Major	Medium 5	50. Develop a protocol (including cross border) for the strategic diversion of traffic	Low 2-4
Major Hazardous Chemical Incidents 	People	❖ Lack of knowledge of emergency personnel in oil spill response	Rare	Minor	Low 3	51. DMG will support training and maintenance of Emergency Services personnel and associated equipment	Low 2-4
	Lifelines	❖ Air/Water/Gas/Land and waterway contamination	Rare	Moderate	Low 4	52. Develop protocol with EPA for the recovery/disposal of hazardous substances	Low 2-4
	Critical facilities	❖ Injury and/or fatalities ❖ Ongoing wellbeing of residents post-event.	Rare	Minor	Low 2	53. LDMG will support training and maintenance of Emergency Services personnel and associated equipment	Low 2-4
	Environment	❖ Property damage Private & Commercial	Rare	Minor	Low	54. Ongoing maintenance of property and infrastructure	Low 2-4
	Business	❖ Roads / Electricity / Communications	Rare	Moderate	Low 4	55. Ongoing maintenance of property and infrastructure	Low 2-4
Earthquake	Lifelines	❖ Water /Sewerage/Gas/ Airstrips	Rare	Moderate	Low 4	56. Ongoing maintenance of property and infrastructure	Low 2-4
	People	❖	Rare	Minor	Low 2		
	Buildings	❖	Rare	Minor	Low		
	Critical facilities	❖	Rare	Moderate	Low 4		

Vulnerable Element	Potential Risk	Likelihood	Consequence	Risk Rating	Risk Treatment	Revised Risk Rating	
	Environment	❖ Water/Land contamination	Rare	Moderate	Low 4	57. Ongoing monitoring and maintenance of infrastructure	Low 2-4
	People	❖ Injury and/or fatalities ❖ Ongoing wellbeing of residents post-event.	Rare	Moderate	Low 4	58. LDMG will support training and maintenance of Emergency Services personnel and associated equipment	Low 2-4
Buildings	❖ Major damage to key buildings	Rare	Moderate	Low 4	59. Ongoing monitoring and maintenance of infrastructure	Low 2-4	
Lifelines	❖ Roads / Electricity / Communications	Rare	Moderate	Low 4	60. Ongoing monitoring and maintenance of infrastructure	Low 2-4	
Critical facilities	Water / Airstrips / Sewerage	Rare	Moderate	Low 4	61. Ongoing monitoring and maintenance of infrastructure	Low 2-4	

Section 3 – Prevention

3.1 Building Codes and Building-Use Regulations

Maranoa Regional Council has the power to regulate building activity, legislation and relevant regulations provide for such authority including the following;

- *Building Act 1975*
 - *Building Fire Safety Regulation 1991*
 - *Building Regulation 2003*
 - *Standard Building Regulation 1993*
- *Plumbing and Drainage Act 2002*
- *Building Code of Australia*
- *Fire and Service Rescue Act 1990*

The codes and regulations above enable Maranoa Regional Council to regulate the safe assembly of structures and the repair/restoration of buildings to safe standards. Preventative measures are also observed relating to unauthorised structures that may be unsafe for human habitation.

In cases where temporary structures are occupied, measures are also followed to ensure occupant safety, noting risk management principles.

Included in the assessment and regulation of building activity, there are provisions within Maranoa Regional Council's draft Planning Schemes that provide for land use management, including building matters (refer to Planning Scheme).

3.2 Legislation

Local Government is obligated to carryout its role according to an extensive range of legislation. Such authority provides Maranoa Regional Council with the responsibility to identify and analyse risks within the community and implement appropriate risk treatment options.

Maranoa Regional Council has considered and referred to the following legislation in completing its disaster management plan:

- *Ambulance Services Act 1991;*
- *Dangerous Goods Safety Management Act 2001;*
- *Disaster Management Act 2003;*
- *Environmental protection act 1994*
- *Exotic Diseases in Animals Act 1981;*
- *Fire and Rescue Act 1990;*
- *Gas Pipelines Access (Queensland) Act 1998;*
- *Sustainable Planning Act 2009;*
- *Liquid Fuel Supply Act 1984;*
- *Local Government Act 1993;*
- *Local Government Finance Standard;*
- *Petroleum Act 1923;*
- *Meteorology Act 1955;*
- *Police Powers and Responsibilities Act 2003;*
- *Public Safety Preservation Act 1986;*

- *Public Health Act;*
- *State Planning Policy 1/03 – Mitigating the Adverse Impacts of Flood, Bushfire and Landslide;*
- *Terrorism (Commonwealth Powers) Act 2002;*
- *Information Privacy Act 2009.*

Without the necessary powers contained within legislation, the Local Disaster Management Group would not be able to perform many of its obligations in planning for disasters.

3.3 Public Education

Besides prescribing roles and responsibilities for disaster management, the *Disaster Management Act 2003* requires that Local Disaster Management Group (Local Group) be involved in a public education program. In a preventative sense, the Local Group is required to ensure the community is aware of ways of dealing with possible disasters.

Public Education and Information is the process by which the community is made aware of identified threats and the means by which they, at an individual or household level, can mitigate the possible effects. This may be in the form of seminars, brochures, website updates and or media releases.

This is an ongoing public awareness program conducted by the DCS, in conjunction with the media and, Maranoa Regional Council and agencies as required.

Included in this program are the following:–

- a) Publications explaining flooding and emergency procedures;
- b) Preparations of media releases explaining flooding preparedness and emergency procedures;
- c) Publications prepared by statutory services detailing the measures that should be taken to prevent, minimise and deal with the effects of emergency situations; and
- d) Ongoing media campaign to raise public awareness and to encourage public to implement preventative measures.

As part of this ongoing public education, projects will be undertaken in collaboration at community events such as – SES week, annual agricultural shows.

3.4 Land-Use Management Initiatives

Managing land use activities is identified as a key aspect to preventing the potential of dislocation, damage and disruption to communities, particularly those persons within the rural area.

Under the provisions of the Maranoa Regional Council Regional Planning Scheme certain provisions apply relating to the assessment of development. Such assessment offers a preventative approach to the risks associated within identified ‘at risk’ areas.

Bushfire prone areas - The scheme has overlay areas that apply to natural features such as bushfire prone areas. The scheme identifies bushfire prone areas within maps to enable the operation of construction requirements for Class 1 buildings under the Building Code of Australia.

Building matters - Maranoa Regional Council may request information to help in assessing a development application where land is contained in a natural features and resources overlay. Overlays that are considered relevant to this plan are as follows:

- Erosion prone areas
- Natural hazard (bushfire prone area)
- Landslide
- Other overlay assessment (where risks exist).

Such measures help prevent the likelihood of land use being incompatible with the risks associated with residential construction.

Section 4 – Preparedness

4.1 Event Coordination

Refer to Annexure (i) SOP for Activation of LDCC.

For the purpose of coordinating disaster response, the Maranoa LDMG coordination centre will be located at Maranoa Regional Council Administration Building.

Local Disaster Management Group Centre

Maranoa Regional Council Administration Centre – Council Chambers
 Cnr Bungil and Quintin St
ROMA QLD 4455
 Telephone 1300 007 662 Fax No 07 4624 6990

Operation Centre

Maranoa Regional Council Administration Centre – Councillor Retreat Room
 Cnr Bungil and Quintin St
ROMA QLD 4455
 Telephone 1300 007 662 Fax No 07 4624 6990

Each member of the Local Disaster Management Group who is part of an emergency services organisation will establish their own operation centres to coordinate their Agency resources with relevant contact numbers as listed in Annexure D.

Prolonged operations – Should damage (or disruption) be to such an extent that operations are to continue over a number of days, a policy of daily meetings with officers in charge of lead agency & support organisations will be implemented for the purpose of a coordinated effort and to establish medium to long term priorities for response and recovery.

4.2 Warning Systems and Public Education

Warnings – Report

In the event of a potential emergency situation all warning/advice would be issued by either the Bureau of Meteorology or the relevant emergency services organisation to the Police Service and local government.

In the event of a disaster for which a warning would not be issued by the Bureau of Meteorology, the designated Lead Agency is to advise the Local Government.

Warnings – Distribution

Under implementation of this plan all public warnings (Emergency Alert) will be developed and distributed through the LDMG Coordination Centre upon recommendation of the Lead Agency and on the authorisation of the Local Disaster Coordinator. Each hazard and its associated risk will be assessed on an individual event by the Local Disaster Coordinator and members of the LDMG to determine the distribution of warnings relevant to the current event status. This will determine the appropriate warning method, content of the message, frequency and timelines.

Pre-Determined Means of Communicating Disaster Related Information to Residents

With Local Power Loss Only	With Local Power Loss and Telecommunications Loss	With General Power Loss and Telecommunications Loss
Communities		
<ul style="list-style-type: none"> Maintain communications at Disaster Co-Ordination Centre Manually distribute brochure handouts to each residence to keep community informed. Utilise ABC and commercial TV & radio services Information Boards located within Roma township Emergency Alert Warning – SMS/Voice Use of local information centres 	<ul style="list-style-type: none"> Maintain communications at Disaster Co-Ordination Centre Manually/electronically distribute brochure handouts to each residence to keep community informed. Place information on public information boards within Roma, Mitchell, Injune and Surat 	<ul style="list-style-type: none"> Maintain communications at Disaster Co-Ordination Centre Manually distribute brochure handouts to each residence to keep community informed. Set up HF communications at office for distance communications to other Disaster District Control Centres
Rural Properties		
<ul style="list-style-type: none"> Maintain communications at Disaster Co-Ordination Centre which is supported through QFRS rural fire wardens group and AgForce representatives Utilise ABC and commercial TV & radio services Relay to properties utilising Fire/Flood Warden network and AgForce 	<ul style="list-style-type: none"> Maintain communications at Disaster Co-Ordination Centre which is supported through QFRS rural fire wardens group and AgForce representatives Utilise ABC and commercial TV & radio services Relay to properties utilising Fire/Flood Warden network and AgForce 	<ul style="list-style-type: none"> Maintain communications at Disaster Co-Ordination Centre which is supported through QFRS rural fire wardens group and AgForce representatives. Relay to properties utilising Fire/Flood Warden network and AgForce

Public Information

Public information is information which is passed on to the public prior to, during, and after a disaster, such as warnings and directions. The Chairperson or nominated representative has the responsibility for the dissemination to the public, disaster information.

When this plan is activated the Chairperson or nominated representative is the official source of public and media information. All outside media inquiries are to be directed to the Chairperson or delegated person of the Maranoa LDMG. This process will ensure that timely and credible information is disseminated to the community and reduce the impact of incorrect information/rumours.

Every effort will be made to identify and provide timely warnings and advice to vulnerable sectors (multi cultural groups and vulnerable persons) of the Maranoa Regional Council communities utilising local organisations and agencies, service clubs, non Government organisations and other service providers (Spiritus, Blue Care, Neighbourhood Centre, Roma Commerce) and their networks.

A register of all public information must be maintained and kept at the Local Disaster Coordination Centre during an event and or within Maranoa Regional Council's record data system.

Maranoa Regional Council disaster management plan (abridged) is available for reference on the Maranoa Regional Council website – www.maranoa.qld.gov.au and is available by request at Council's customer service centres.

As per the Disaster Management Act 2003, Section 60 The local government must, on request and on payment of the appropriate fee, give a person a copy of the plan – (**appropriate fee** means the fee, decided by the chief executive officer of the local government, that is no more than the reasonable cost of providing the copy).

Public Education

There is an ongoing public awareness program conducted by the Department of Community Safety, the Media, and Maranoa Regional Council through the LDMG. Included in this program are the following:-

- Publications explaining disaster preparedness and emergency procedures;
- Preparation of media releases explaining disaster preparedness and emergency procedures;
- Publications prepared by statutory services detailing the measure that should be taken to prevent, minimise and deal with the effects of emergency situations;
- On-going media campaign to encourage the public to “be aware”;
- Standard Emergency Warning Signal (SEWS);
- Evacuation procedures and location of centres;
- Information to be posted and regularly updated on the public notice boards located within the Roma urban area. Charles/Bungil Streets, Edward/McPhee Street, Arthur/Borland Street, Council Administration Office Bungil/Quintin Street, Mitchell, Surat, Injune, Yuleba, Amby, Begonia, Muckadilla, Mungallala

Such information will be coordinated with the Roma District Disaster Management Group and Emergency Services.

Section 5 – Response

5.1 Event Coordination

Refer to Annexure (i) SOP for Activation of LDCC.

For the purpose of coordinating disaster response, the Maranoa LDMG coordination centre will be located at Maranoa Regional Council Administration Building.

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Each member of the Local Disaster Management Group who is part of an emergency services organisation will establish their own operation centres to coordinate their Agency resources with relevant contact numbers as listed in Annexure D.

Prolonged operations – Should damage (or disruption) be to such an extent that operations are to continue over a number of days, a policy of daily meetings with officers in charge of lead agency & support organisations will be implemented for the purpose of a coordinated effort and to establish medium to long term priorities for response and recovery.

5.2 Activation

Activation of the Local Disaster Management Group and or Plan will be implemented by the Local Disaster Coordinator and the Local Disaster Management Chairperson through the following process. {s34(a) and s36 *Disaster Management Act 2009*}

Stage 1 – Alert

In the event of a natural disaster a warning may be issued, for example, by the Bureau of Meteorology or by the District Disaster Management Group. In the case of another disaster where no warning is possible, the relevant emergency services organisation will advise the Police Service, local government and the State Emergency Service and those organisations that have a supporting role of the relevant threat.

Stage 2 – Lean Forward (Stand By)

When a warning or notification is received of an event that could be considered a disaster or potential threat beyond the capability of the responsible emergency services organisation or local council and requires community involvement and coordination, the Chairman will:

1. Place the Disaster Coordination Centre (DCC) on standby; and
2. Core LDMG members to meet and discuss possible impacts on community.
3. Notify all organisations that have a function to perform in that disaster to stand by.
4. Chairperson of LDMG to provide advise to the public that they need to be prepared for a potential event.

Stage 3 – Stand Up (Activate)

Upon notification that a disaster has occurred or will occur the Local Disaster Coordinator shall activate the Local Disaster Management Plan and the Chairperson will:

1. Activate LDMG and discuss the implementation of operational actions;
2. Activate the Coordination Centre;
3. Follow the control measures for the required threat;
4. Notify the DDMG that the LDCC is operational by email or written Situation Report (SITREP)

As soon as possible after activation a delegate from each supporting organisation will proceed to the LDCC for a briefing and conference as required. Each response organisation will operate to its standard operating procedures for that particular emergency. Liaison Officers from each response authority should be available to the Chairperson and the LDMG.

Stage 4 – Stand Down

Once a disaster is no longer in need for the coordination of response, and the community has commenced recovery phase and normal functions, the following actions to be implemented:

1. Final check for outstanding requests and remedial action taken
2. All documents are filed
3. Implement actions to recovery transition process
4. LDMG debrief and update Maranoa Regional Council Disaster Management Plan
5. Consolidate financial records for the disaster event
6. LDMG Chairperson to submit Final situation report to District Disaster Coordinator
7. Local Government and or Agencies to ensure equipment utilised in emergent event to be maintained and restored

5.3 Accessing Support

Requests for support may come from lead agencies, supporting agencies or community members. Registration and actioning of supporting requests is to be in accordance with SOP. The Local Disaster Coordinator or delegate is responsible for prioritising the allocation of resources.

Maranoa Regional LDC or delegate may request assistance from local agencies, businesses and community groups. The call for assistance will be commensurate to the role and/or responsibilities of the agency, business or community group being contacted for assistance.

The Chairperson of the LDMG and an EMQ staff member will maintain regular communications with the Roma DDMG and other neighbouring LDMG's to coordinate the actions and resources required to respond and recover from the impact of the disaster event.

Any request for assistance external from the region's boundaries will be co-ordinated by the LDCC. Such requests are to be submitted to the Roma Disaster District Co-ordinator and must be endorsed by the chairperson of the LDMG prior to submission.

All resources and logistics will be coordinated and managed by the LDC and the local disaster coordination centre and appropriate staff. Each agency is responsible for any costs occurred related to their respective areas of expertise.

In the event that a request for assistance is beyond local capacity, the request for assistance should be passed to Roma DDC for action. The Disaster District Co-ordinator requests such assistance through the Executive Officer, of the State Disaster Management Group. Requests passed to DDC are to be registered and monitored in accordance with best practice.

Refer: Roles and Responsibilities table (for emergency agencies) at page 9, Evacuation and Welfare Plan (for welfare groups/organisations), and/or Emergency Contact List at Appendix D

Note: The Emergency Contact List is for the use of Local Disaster Group members involved in Disaster Management activities only and is not for public viewing as it contains confidential information.

5.4 Warning and Public Information

Council's Communication Officer is responsible for

- Preparing & monitoring public information with advice from Local Disaster Management Chairperson and Local Disaster Coordinator.
- Drafting media releases and public information releases
- Providing Council's Customer Service Unit with appropriate response scripts for callers (when required)
- Obtaining appropriate sign off for the releases
- Liaising with all media outlets/contacts
- Liaising and collaborating with media departments of other lead agencies where applicable e.g. Police, Queensland Fire & Rescue Services (Fires and Chemical Spills), Department of Community Safety and Queensland Health (Pandemics) etc. (where and when appropriate)

Warnings will be issued by the most efficient and appropriate means. These may include:

- Media warnings including the utilisation of Radio Stations, TV stations and local newspapers
- Telephone warnings to individual properties;
- Personal visit to property by Police, emergency services members or Council employees;
- Predetermined warning device(s) (e.g. horns or alarms);
- Loud hailer or similar in the street
- Internet warnings (additional to other media)

5.5 Evacuation and Evacuation Centre Management

Maranoa Regional LDMG has the capacity and capability to conduct and support the evacuation of small numbers of persons from effected areas of the community to non-effected areas. It is acknowledged by the LDMG and the DDMG that larger scale evacuations would require significant coordination and assistance from both District and State levels of the Disaster Management system.

a) Evacuation Centre Managers

Maranoa Regional LDMG and its Evacuation/Welfare Sub-Group will appoint welfare centre managers for each centre in consultation with the owners of each venue. Local welfare is usually co-ordinated under the auspices of the LDC, through the Evacuation/Welfare Sub-Group Chairperson. The managers will be responsible for welfare arrangements on a daily basis.

Duties of Evacuation Centre Managers

Evacuation Centre Managers will be responsible for the day to day operation of the Evacuation Centre. This will include:

1. Organise physical set up and adequate provision of the Evacuation Centre.
2. Be responsible for the overall co-ordination of the centre.
3. Liaise with LDCC to ensure the adequate provision of food, bedding, volunteers, access to medical treatment and any other needs of evacuees.
4. Registration of evacuees (names/address, telephone, next of kin).
5. Ensure persons with special needs are given appropriate assistance.
6. Ensure adequate feed back to LDCC regarding problems, either in respect of management of the Welfare Centre or special needs of clients.
7. Ensure information, i.e. medical, insurance, financial assistance (Govt Dept) etc is available to all people.
8. Ensure adequate records of activities and expenses are maintained.

(Refer to Maranoa Regional LDMG Evacuation & Welfare Sub-plan for further detail)

5.6 Functional Plans

Below is a list of a number of relevant plans prepared to detail arrangements for functional support, and include:

- Health Sub Plan Annexure (ii)
- Welfare/Evacuation Sub Plan (iii)
- Oil/gas Industry Emergency response plans
- Aus Vet Sub emergency response Plan
- Local Disaster Coordination Centre (SOP)
- Airport Emergency Plan

- Roma Saleyard Emergency Plan
- Maranoa Regional Council Environmental Health processes – *Public Health Act*.
- Resupply Sub Plan
- Community Recovery Sub Plan

5.7 Initial Impact Assessment

Initial impact assessment of an event will be the responsibility of the Local Disaster Coordinator. This will be done through the analysis of information provided by but not limited to:

- Lead Agency responding to requests from community members
- Specific inspections performed by appropriate Agency personnel
- Information provided by the community.
- Information provided by other response agencies e.g. Queensland Police, SES and QFRS.

The analysis of the above information will be used to assess the scale of response required i.e. resources, level of coordination required etc.

During an event, the Maranoa Regional Council will compile information provided in the Initial Impact Assessments, summarise and forward to the LDMG for inclusion in the daily Situational Report (SITREP) to Roma DDC. The Maranoa Regional LDMG will consider the information provided in the Initial Impact Assessment during decision making and will respond to requests accordingly.

5.8 SDRA & NDRRA

Disaster financial assistance arrangements

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

State Disaster Relief Arrangements (SDRA)

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

Natural Disaster Relief and Recovery Arrangements (NDRRA)

The intent of the NDRRA is to assist the relief and recovery of communities whose social, financial and economic wellbeing has been severely affected by a disaster event.

The arrangements provide a cost sharing formula between the State and Australian Government and include a range of pre-agreed relief measures.

To claim for expenditure reimbursement under SDRA and NDRRA arrangements:

- The relevant arrangements must be activated;

- The relevant relief measures must be activated and the expenditure must meet the eligibility requirements of that measure; and
- documentary support for all eligible expenditure detailed in the claim must be provided by the claimant.

Section 6 – Recovery

The primary aim of recovery is to assist the affected community to regain a proper level of functioning following a disaster, both initially and in the long term.

It includes:

- Assistance with the clean-up of residential and commercial properties;
- Provision of temporary housing, shelter, financial assistance and emergency food supplies;
- Counselling of emotionally affected persons;
- Public awareness programs to inform the community of available recovery assistance;
- Restoration of lifelines and essential services; and
- Review of the local disaster management plan in light of the disaster.

Recovery is the coordinated process of supporting disaster affected communities in;

- reconstruction of the physical infrastructure; and
- restoration of emotional, social, economic and physical well-being through the provision of:
 - information;
 - personal support;
 - resources;
 - specialist counselling; and
 - mental health services.

Planning for recovery must commence as early as possible during the response phase of the event and continue after the response phase has concluded, as outlined in the ‘Activation of response arrangements’ (QDMA Guidelines), which states that the QDMA are activated using an escalation model based on the following levels:

- Alert;
- Lean forward;
- Stand up; and
- Stand down.

Local recovery arrangements should be activated to ‘alert’ once the response phase has reached the ‘lean forward’ level of activation and should continue to follow the response phase through the levels of activation.

Response Alert	Triggers	Actions	Communications	
Response Lean Forward	Recovery Alert	<ul style="list-style-type: none"> Response phase at 'lean forward' level of activation 	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> LRC and LRG members on mobile remotely
Response Stand Up	Recovery Lean Forward	<ul style="list-style-type: none"> Response phase at 'stand up' level of activation Immediate relief arrangements are required during response phase 	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> LRC and LRG members on mobile and monitoring email remotely Ad hoc reporting
Response Stand Down	Recovery Stand Up	<ul style="list-style-type: none"> Immediate relief arrangements continue Response phase moves to 'stand down' level of activation. Medium term recovery commences. 	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> 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
	Recovery Stand Down	LRG arrangements are finalised. Community returns to normal activities with ongoing support as required.	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> LRC and LRG members resume standard business and after hours contact arrangements Functional lead agencies report to LRC/ LRG as required

Depending on the nature, location and size of the event, recovery operations may be managed at either the local level, or through a combination of local and district arrangements. Local groups should consider how the DDMG and functional lead agencies will work together to accomplish recovery operations for an affected area.

Initial short term recovery of the community will be addressed by the activation of the Welfare Functional Arrangements.

Long term recovery of the community will be affected by the activation of the Community Services Arrangements under the Chair of Department of Communities.

Recovery of Council's infrastructure and corporate processes is addressed in the Business Continuity Plan.

The four (4) stages of recovery are:

- human/social (including psychosocial; recovery)
- built environment (services and lifelines);
- economy (including financial and political considerations); and
- natural environment.

Following a disaster, and assuming the response phase has transpired, the activation of the Local Disaster Management Group (LDMG) will cease at the discretion of the Chairman in consultation with the LDMG and the Disaster District Coordinator and the local community recovery group and recovery plan will be implemented.

The following specific recovery strategies are to be followed, and should be read in conjunction with roles and responsibilities contained in Section 1 – Introduction.

6.1 Human/Social

Community recovery involves short-term sustenance, health and well-being. A level of resilience is expected from most communities however, the LDMG will facilitate community needs by the following strategies:

- Disaster Coordination Centre will provide a focus point for community access, information and reporting requirements;
- Disaster Coordination Centre will provide relevant information involving evacuation management according to Evacuation and Welfare Sub-plan;
- Disaster Coordination Centre will contact all support agencies - Community Resources to harness the efforts of these groups and provide support systems;
- Provide a public awareness program, through media releases advising of the existing local community support agencies;
- Specific needs of groups such as cultural, ethnic and aged will be provided with assistance through existing networks;
- Financial assistance information will be coordinated through the Maranoa District Disaster Coordinator.
- Queensland Health will coordinate community health needs;
- Department of Primary Industries will provide services where necessary;
- Trauma counselling

6.2 Built Environment Recovery

Loss of infrastructure may pose the greatest potential for loss in the case of a disaster.

Infrastructure involves essential services damaged or made inoperable following a disaster. The following strategies will be followed to ensure the restoration of essential infrastructure:

Water services - will be reinstated, where possible, by Maranoa Regional Council. If these services are not operating, public information/warnings will indicate alternative arrangements and these will depend on the condition of facilities and the availability of alternative sources for continuity of supply.

Sewerage services - will be reinstated, where possible, by Maranoa Regional Council. If these services are not operating, public information/warnings will indicate the failure of the system and alternative arrangements that should be followed having regard to health and safety.

Roads and bridges - will be the responsibility of Maranoa Regional Council in terms of assessment of damage and traffic ability of local roads, including public notification about conditions.

The Department of Transport and Main Roads is responsible for state roads and providing information of their findings to the District Disaster Management Group.

Buildings – Rapid impact damage assessment inspections will be conducted by QFRS Urban Search And Rescue (USAR) personnel at the direction of the LDMG to ascertain interim estimates of damage to households and other affected buildings. [For more detailed information, please refer to the rapid damage impact assessment sub-plan.](#)

Department of Public Works is responsible for all Government buildings.

6.3 Economic Recovery

The commercial and agricultural sectors may be subject to loss including business disruption. The impact to local economic activity may cause hardship in terms of provision of services, food supply, communications and social dislocation.

Commercial loss to the business sector is expected to be covered by insurance. Losses may involve damage to buildings and stock.

The agriculture sector may have varying impacts depending on the event. In general terms, losses to machinery and farm infrastructure would be covered by insurance, however, crop damage, loss of stock or other primary losses may not be covered. State Disaster or National Disaster relief may be available.

Restoration and continuation of the local economy will depend on the severity of the event and the following strategies are proposed:

- Encourage insurance companies to assess and compensate business for losses, including business disruption considerations;
- Facilitate and encourage business to re-establish for the benefit of themselves and the community.
- Involve Chamber of Commerce in re-establishment process;
- Assist in seeking disaster relief funds for farm losses to ensure long-term viability remains.

6.4 Natural Environment

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

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

Appendix A – LDMG Terms of Reference

Role (s. 4A)

The local government, through the LDMG, retains primary responsibility for managing disaster events contained within the local government area.

Functions (s. 30) The LDMG has the following functions:

- 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 the Act; and
- To perform a function incidental to any of the previous functions mentioned.

Membership (s. 33) The LDMG consists of the following members:

- The persons appointed as members of the group by the relevant local government for the group;
- At least 1 person nominated by the Chief Executive of the Department of Community Safety (the Chief Executive); and
- At least 1 person who is a councillor of a local government.

s. 34

The LDMG must appoint a member of the group as a Chairperson and a member of the group as a Deputy Chairperson. The member appointed as the Chairperson must be a councillor of a local government.

s. 35

The Chairperson must, after consulting with the Chief Executive, appoint in writing the Chief Executive Officer or an employee of the relevant local government as Local Disaster Coordinator.

s. 37

At least once a year written notice of the members of the group must be given to the Chief Executive and the relevant District Disaster Coordinator (DDC).

Meetings (s. 39)

LDMG meetings must be held at least once in every 6 months at the times and places decided by the Chair; or when asked in writing by the relevant DDC or at least one-half of its members.

s. 40

A quorum for a LDMG meeting is the number equal to one-half of the members plus 1, or, if one-half of the members is not a whole number, the next highest whole number.

s. 40A

A member of a LDMG may, with the approval of the Chairperson, appoint by signed notice another person as his or her deputy. The deputy may attend a meeting in the member's absence and exercise the member's functions and powers under the Act. Deputy members are to be counted in deciding if there is a quorum for a meeting.

s. 41

The Chairperson is to preside at all LDMG meetings, or in their absence the Deputy Chairperson. If both are absent the meeting must be chaired by a person nominated by the Chairperson, a member nominated by the Deputy Chairperson, or if those offices are vacant, a member of the group chosen by the members present.

s. 42

Meetings may be held using any technology that reasonably allows members to hear and take part in discussions as they happen. Members who participate in meetings using this technology are taken to be present at the meeting.

s. 43

Minutes must be taken of LDMG meetings.

Appendix B – Distribution List

Copy #	Held By (Position Title)	Organisation Name	Distribution Type (Print or via E-mail)
1	Strongroom (Control Copy)	Maranoa Regional Council	Print
2	Mayor	Maranoa Regional Council	Email
3	CEO	Maranoa Regional Council	Email
4	Local Disaster Coordinator	Maranoa Regional Council	Email
5	Deputy Disaster Coordinator	Maranoa Regional Council	Email
6	DDC	Roma DDMG	Email
7	QPS – Inspector	Queensland Police Service	Email
8	QPS – OIC Roma	Queensland Police Service	Email
9	QPS – OIC Wallumbilla	Queensland Police Service	Email
10	QPS – OIC Mitchell	Queensland Police Service	Email
11	QPS – OIC Injune	Queensland Police Service	Email
12	QPS – OIC Surat	Queensland Police Service	Email
13	Area Director Area Director	QFRS – Urban Operations QFRS – Rural Operations	Email
14	QAS – Area Director	Queensland Ambulance Service	Email
15	Local SES Controllers	SES – Mitchell Roma Wallumbilla Surat	Email
16	Deputy Local Controller	SES – Roma	Email
17	Area Director	EMQ	Email
18	Support Officer – Local Disaster Coordinator	Maranoa Regional Council	Email
19		Telstra	Email
20	Energy Sector Representative	Santos	Email
21	Ranger in Charge	Qld Parks and Wildlife Service	Email
22	BioSecurity Officer	DAFF	Email
23	Office Manager	Dept Environment Resource Management	Email
24	CEO	Balonne Shire Council	Email
25	CEO	Paroo Shire Council	Email
26	CEO	Banana Shire Council	Email
27	CEO	Western Downs Regional Council	Email
28	CEO	Murweh Shire Council	Email
29	CEO	Blackall/Tambo Shire Council	Email

Appendix C – Definitions

Advisory – 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.

Chief Executive – the chief executive of the department, as referred to in the Disaster Management Act 2003, is currently the Director-General of the Department of Community Safety.

Community – a group of people with a commonality of association and generally defined by locations, shared experience, or function.

Community Resilience – The adaptive capacity of community members to respond to and influence the consequences of disasters to continue an acceptable level in functioning and structure.

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 centre 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 recover from the disruption (Disaster Management Act 2003, S13(1)).

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 from a disaster (Disaster Management Act 2003, S14).

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 the event (Disaster Management Act 2003, S15).

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.

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 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 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). Incorporates the processes of risk identification, risk analysis and risk evaluation (ISO Guide 73:2009 Risk Management – vocabulary).

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.

Event – An event means any of the following:

- a cyclone, earthquake, flood, storm, storm tide, tornado, tsunami, volcanic eruption or other natural happening;
- an explosion or fire, a chemical fuel or oil spill, or a gas leak;
- a failure of, or disruption to, an essential service or infrastructure;
- an infestation, plague, or epidemic;
- an attack against the State; or
- another event similar to the above events.
- an event may be natural or caused by human acts or omissions (Disaster Management Act 2003, S16(1) & (2)).

Executive Officer DDMG – A person appointed to the position of Executive Officer to the District Disaster Management Group by the Commissioner, Queensland Police Service.

Executive Team – The Chair, Deputy Chair and Local Disaster Coordinator of the 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.

Guidelines – Guidelines are developed under s63 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 stand by; 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.

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 preventive measures to recover from an event, including action taken to support disaster-affected communities in the reconstruction of infrastructure, the restoration of emotional, social, economic and physical wellbeing, and the restoration of the environment (Disaster Management Act 2003).

Relief – The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency.

Residual Risk – The risk remaining after risk treatment. Residual risk can contain unidentified risk. Residual risk can also be known as ‘retained risk’ (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 activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and review risk (ISO Guide 73:2009 Risk management – Vocabulary).

Risk Reduction – Actions taken to lessen the likelihood, negative consequences, or both, associated with a risk (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 risks.

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 risk 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:

- loss of human life, or illness or injury to humans;
- widespread or severe property loss or damage; or
- widespread or severe damage to the environment

(Disaster Management Act 2003, S13(2)).

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.

Vulnerability – The conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact of hazards (National Emergency Risk Assessment Guidelines).

Appendix D – Disaster Management Acronyms & Abbreviations

CCC	Australian Government Crisis Coordination Centre
COAG	Council of Australian Governments
DCS	Department of Community Safety
DDCC	District Disaster Coordination Centre
DDMG	District Disaster Management Group
DDMP	District Disaster Management Plan
DMP	Disaster Management Plan
DM Portal	Queensland Disaster Management Portal
HazMat	Hazardous Materials (in the context of emergency response)
IMT	Incident Management Team
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
NDRP	Natural Disaster Resilience Program
NDRRA	Natural Disaster Relief and Recovery Arrangements
PPRR	Prevention, Preparedness, Response and Recovery
QDMA	Queensland Disaster Management Arrangements
SC3	State Crisis and Communications Centre
SDC	State Disaster Coordinator
SDCC	State Disaster Coordination Centre
SDCG	State Disaster Coordination Group
SDMC	State Disaster Mitigation Committee
SDMG	State Disaster Management Group
SDMP	State Disaster Management Plan
SDRA	State Disaster Relief Arrangements
SES	State Emergency Service
SESC	State Emergency Security Council
SITREPS	Situational Reports
SPF	Disaster Management Strategic Policy Framework
SRC	State Recovery Coordinator
SRG	State Recovery Group
The Act	Disaster Management Act 2003
The Minister	The Minister for Police, Corrective Services and Emergency Services
XO	Executive Officer

Appendix E – Member Contact List

Confidential list held by Maranoa Regional Council Local Disaster Management Group.

Appendix F – Resources List

Organisation Name	Resource Available
Maranoa Regional Council	Graders Satellite Phones Front End Loaders Low Loader Four Wheel Drive Motor Vehicles Water Tankers Spray Units Generators Road Signs Bob Cat Chainsaws Hand Tools
State Emergency Service (SES)	Communications Tarps Chainsaws Flood Boat Marquees Members Vehicles Short Term Welfare Traffic Control incl signage Search & rescue EOC
QFRS – Urban	Fire Equipment Swift water team
QFRS – Rural	Rural Fire Brigade maps and lists of first officers – assist with rural area contacts
Queensland Ambulance Service	Ambulance vehicles. Most can carry up to five people. UHF Channel 5
Queensland Health	Health care and equipment
Emergency Management Queensland	2x 4WD 1x Portable UHF Radios 15x UHF Hand Held Radios 1x UHF Portable Repeater 2x Satellite Phones 3x Deployment Kits
Queensland Police Service	Personnel Traffic Control

Organisation Name	Resource Available
Telstra	Communication equipment
DAFF	Animal Welfare
Energy Sector	<p>1 x Mobile vacuum unit</p> <p>4 x 4WD vehicles</p> <p>1 x bobcat</p> <p>1 x tipper</p> <p>3 x portable water pressure cleaners - petrol driven</p> <p>1 x portable water pressure cleaners with own water supply</p> <p>Basic tools for removing carpet, squeegees</p> <p>1 x Portable vac skid</p> <p>Possibly Polaris 4WD vehicles</p> <p>3 x Slip on Units @ 400 lt. (1 @ Wallumbilla, 1 @ Arcadia Valley, & 1 permanently mobile)</p> <p>1 x Medium light ridged, tanker Truck – 2700 lt. @ Fairview</p> <p>1 x 1500 lt Fire Truck (Henry) @ Roma.</p> <p>Ability to transport large groups if required (4WD bus)</p> <p>4 x permanent 400lt units on Land cruiser Utes (all @ Fairview)</p>

Appendix G - Annual Disaster Management Status Report (Guideline)

Annual Disaster Management Status Report
to the
Roma District Disaster Coordinator
and the
Roma District Disaster Management Group
<date>
Prepared by: (Local Disaster Coordinator)

1. MEMBERSHIP OF LDMG

Include updates to the membership of the LDMG and any general comments. Include contact details as an annexure.

2. MEETINGS OF LDMG

- LDMG meeting frequency
- Include adopted meeting frequency and scheduled dates for financial year
- Last LDMG meeting
- Insert summary of last LDMG meeting including date, outcomes of discussions and any other relevant issues
- Next LDMG meeting
- Insert information regarding the next LDMG meeting including date, items to be discussed etc

3. RISK MANAGEMENT / MITIGATION

Studies program (NDRMSP or NDMP)

- Include information regarding the current status of any studies undertaken as part of the Natural Disaster Risk Management Studies Program or the Natural Disaster Mitigation Program. Also include studies that have been undertaken and are complete.
- Mitigation plan
- Insert information regarding disaster mitigation plan(s), including date of adoption by council and summary of risks addressed, etc
- Mitigation measures
- Summarise identified mitigation measures/treatment options and timelines
- Impediments to implementation of mitigation measures
- Summarise any identified impediments to the implementation of mitigation measures – funding, other resourcing issues, other organisation responsibility, etc

4. INTEGRATION WITH BUSINESS PLANNING

Summarise how disaster management is being integrated with the overall business of the organisation, including the incorporation of disaster management issues with other strategic and operational planning arrangements

5. LOCAL DISASTER MANAGEMENT PLAN

- Plan review
- Insert summary of review process and date of review
- Type of review

- Insert comment on type of review conducted
- Amendments
- Insert summary of amendment

6. OPERATIONAL ISSUES

- Readiness status
- Insert general comment regarding status of operational readiness
- Staff availability
- Comment on staff availability for Disaster Coordination Centre, etc
- Coordination centre resourcing
- Comment on resourcing levels of the Disaster Coordination Centre and the impacts on operations (if any)
- Operations conducted
- Briefly summarise any operational involvement
- Remedial action
- Outline any proposed actions/improvements resulting from operational activity

7. TRAINING and DEVELOPMENT

Training conducted

- Insert details of any training undertaken or conducted
- Identified training needs
- Insert details of any training that has been identified as being required, including suggested dates, etc

8. EXERCISES

Exercises conducted

- Insert details of any exercises conducted
- Remedial action
- Outline any proposed actions/improvements resulting from operational activity
- Proposed exercises
- Insert details of any exercises that are proposed or currently under development, including suggested dates, etc

9. COMMUNITY AWARENESS and EDUCATION

- Public awareness activities conducted
- Insert details of any public awareness/education activities conducted
- Proposed public awareness activities
 - Insert details of any public awareness/education activities that are proposed or currently under development, including suggested dates, etc

10. SIGNOFF and APPROVAL

Status report completed by:

Signoff by Chair:

Date:

Date of next review:

Appendix H – Bungil Creek Flood Trigger Points

<u>Flood – Evacuation Classifications</u>	<u>Inundation estimates:</u>
Self Evacuations: 6.3 – 6.8 metres	7.1 metres (30 buildings affected)
Voluntary evacuations: 6.8 – 7.1 metres	7.3 metres (60 buildings affected)
Managed evacuations: 7.1 – 8.1 metres	7.6 metres (180 buildings affected)
	7.9 metres + (280 buildings affected)

Trigger Point	Action	Comment
6.0m	• Alert - LDMG meeting conducted	
6.2m	<ul style="list-style-type: none"> • Roma streets becoming inundated – access issues • Forecast flood height peak • ID streets (Buildings @ Risk) • Advise ERGON of anticipated inundation areas • Community advice/messages released • P1: Sandbag depots established – McPhie & Edward, Allen & Arthur, Lovell & Charles St. 	Joe Orr Bridge – Bungil St Advice – anticipated flood heights, etc. Maranoa Alert
6.2 – 6.5m	<ul style="list-style-type: none"> • Request BoM to update River Gauges more frequently. (every 30mins) 	
6.5 – 6.8 m	<ul style="list-style-type: none"> • Establish Traffic Control/Evacuee Registration Points • LDMG Welfare Group – Activated & establish • Evacuee Registration and Emergency • Accommodation/Catering – RSL Hall • RFA to Roma DDMG for Regional Red Cross • Assistance with Evacuation Mgt Ops. • LDMG develop “Emergency Alert Message” send • Request to DDC for action. • Advise ERGON of evacuation advice – power • Isolation as required. 	Arthur St (others as required) RSL Hall
6.8m	<ul style="list-style-type: none"> • “Emergency Alert” Message disseminated • Local Media Broadcast advising of “Voluntary • Evacuation” advice. 	
6.8 – 7.1 m	<ul style="list-style-type: none"> • Voluntary evacuations conducted. Place helicopter on standby assist with operations (resupply, transport of personnel, etc). • Community Recovery arrangements and agencies placed on alert. 	
7.1 – 7.5 m	<ul style="list-style-type: none"> • Managed evacuations commenced. • P2: Sandbag depots established – Arthur & George, • Rec Centre Parking Area, Lewis & McDowall St. 	
7.5 – 8.4 m	<ul style="list-style-type: none"> • Managed evacuations continued. • Contact outlying communities and rural properties • Conduct welfare checks/resupply/animal welfare issues/etc. • Security patrols of evacuated areas as required. 	
8.4 – 6.8 m Falling	<ul style="list-style-type: none"> • Commence Damage/Impact assessments of inundated areas as access becomes available. 	
6.8 – 6.0 m Falling	<ul style="list-style-type: none"> • Authorise residents return to inundated properties when safe (water, power, sewerage, structural assessments conducted). 	

Appendix I – Maranoa River Flood Trigger Points

Flood – Evacuation Classifications

Self Evacuations: 8.2 – 8.4 metres

Inundation estimates:

8.2 metres (3-5 buildings affected)

Voluntary evacuations: 8.5 – 9 metres

8.5 metres (150 buildings affected)

Managed evacuations: Above 9 metres

9.0 metres (220 buildings affected)

To obtain information on the water levels for the Maranoa River prior to reaching Mitchell (water takes approx 3hrs to get to Mitchell). The River height at Currawong is 1.1m higher than it will be at Mitchell.

Trigger Point	Action	Comment
6.5m	<ul style="list-style-type: none"> Alert community to be ready and listen to forecasts and radio updates. 	
7.4m	<ul style="list-style-type: none"> Alert - LECC meeting conducted. Contact MRD LDC Develop “Emergency Alert Message” – WHISPIR/SMS systems Advise community members if they wish to voluntary evacuate, to leave and be housed with friends and or family Contact food providers 	List of food required for 300-500 hundred personnel Maranoa Alert
7.4 – 7.6m	<ul style="list-style-type: none"> Request BoM to update River Gauges more frequently. (every 30mins) 	
7.6m	<ul style="list-style-type: none"> Louisa Street becoming inundated – access issues 	
7.6 – 8.0 m	<ul style="list-style-type: none"> Managed evacuations commenced. 	
7.5 – 8.1 m	<ul style="list-style-type: none"> Managed evacuations continued. Contact outlying communities and rural properties. Conduct welfare checks/resupply/animal welfare issues/etc. Security patrols of evacuated areas as required. 	
7.9m	<ul style="list-style-type: none"> Forecast flood height peak ID streets (Buildings @ Risk) Advise ERGON of anticipated inundation areas Community advice/messages released Sandbag depots established –Council Depot 	- floor Major Mitchell Bridge 7.96m (traffic bridge 2012)
8.0m	<ul style="list-style-type: none"> Collect food for evacuation centre 	LECC/Food Coordinator
8.2 – 8.4 m	<ul style="list-style-type: none"> Establish Traffic Control/Evacuee Registration Points LDMG Welfare Group – Activated & establish Evacuee Registration and Emergency Accommodation/Catering – Council depot RFA to MRC LDMG for Regional Red Cross assistance with Evac Mgt Ops. Advise ERGON of evacuation advice – power isolation as required. 	- RSL sports complex or others as required
8.5 – 8.7 m	<ul style="list-style-type: none"> Mandatory evacuations conducted. Place helicopter on standby assist with operations (resupply, transport of personnel, etc). Community Recovery arrangements – contact Tony Klein (Director Commercial and Community Services) 	
8.7 – 9.0 m	<ul style="list-style-type: none"> Sewer system compromised 	
8.2 – 9.0 m	<ul style="list-style-type: none"> Commence Damage/Impact assessments of inundated areas as access becomes available. 	SES/Council/QFRS/Ergon personnel to implement
7.5 – 7.0 m	<ul style="list-style-type: none"> Authorise residents return to inundated properties when safe (water, power, sewerage, structural assessments conducted). 	Advise community of health/safety risks

Water timeframe between Flood markers

Maranoa River

- Forestvale to Mitchell – approximately 8hrs
- Currawong to Mitchell – approximately 4 hrs
- Mitchell to Springfield – approximately 8 hrs

Ambry Creek

- Ambry to Springfield – approximately 14hrs

Womalilla

- Warrego Highway to Bollon Road – approximately 8hrs
- Bollon Road to Middle Road – approximately 2hrs
- Middle Road to St.George Road – approximately 6hrs

Community Contacts for rainfall and or River/Creek Heights

Confidential list held by Maranoa Regional Council Local Disaster Management Group.

Rural Properties that maybe affected by major flooding on Maranoa River

North Mitchell

Confidential list held by Maranoa Regional Council Local Disaster Management Group.

South Mitchell

Confidential list held by Maranoa Regional Council Local Disaster Management Group.

440 Houses in Mitchell – cross reference with Council's rate data base

Appendix I continued – Balonne River (Surat) Flood Trigger Points

WATER HEIGHT REPORTS STARTING 5/03/2013

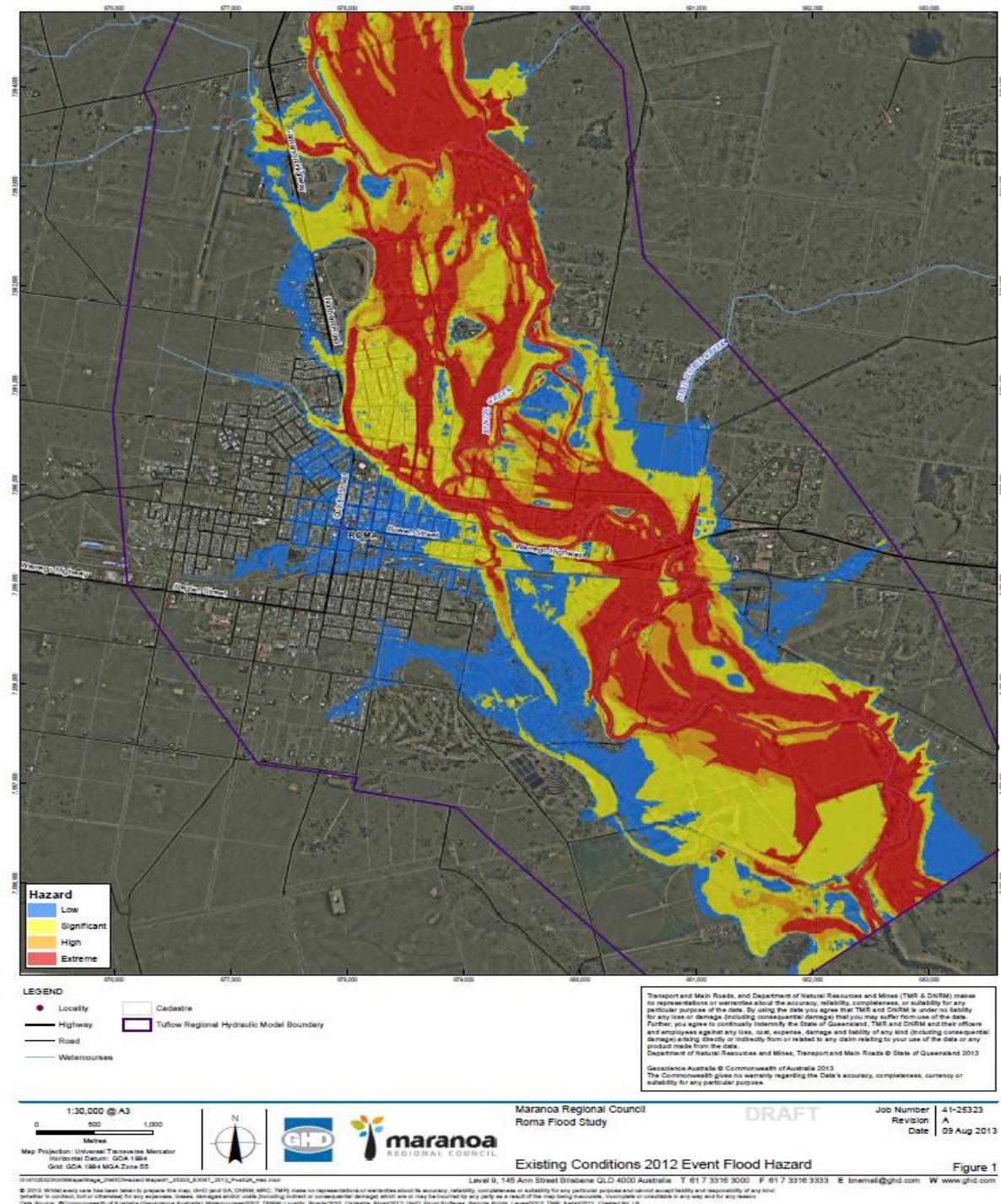
<u>DATE</u>	<u>TIME</u>	<u>HEIGHT AT BRIDGE</u>	<u>COMMENTS</u>	<u>ROAD CLOSURES</u>
5/03/2013	7.00 am	6.1 mtrs	Bridge Open	River Road, Binji Crossing, Warkon Road, Retreat Road, Overstone Road, Schweenersens Road, Warkon Bridge
5/03/2013	12.00 am	6.2 mtrs	Bridge Open	River Road, Binji Crossing, Warkon Road, Retreat Road, Overstone Road, Schweenersens Road, Warkon Bridge
5/03/2013	4.00 pm	6.4 mtrs	Bridge Open	River Road, Binji Crossing, Warkon Road, Retreat Road, Overstone Road, Schweenersens Road, Warkon Bridge
6/03/2013	7.00am	6.8 mtrs	Bridge Open	No more Roads Affected
6/03/2013	3.00 pm	7.0 mtrs	Bridge Open	No more Roads Affected
6/03/2013	6.0 pm	7.2 mtrs	Bridge Open	No more Roads Affected
7/03/2013	0630 am	7.6 mtrs	Bridge Open	No more Roads Affected
7/03/2013	4.00 pm	7.9 mtrs	Bridge Open	No more Roads Affected
8/03/2013	7.00 am	8.3 mtrs	Bridge Open	Myall Creek, Griman Creek and Bymount Road Closed
8/03/2013	12.00 am		Bridge Open	Myall Creek, Griman Creek and Bymount Road Closed / Bungil will be closed soon
8/03/2013	4.00pm		Bridge Open	Myall Creek, Griman Creek and Bymount Road Closed

What height is the bridge

Which bridge does this relate to – Balonne Bridge at Surat township



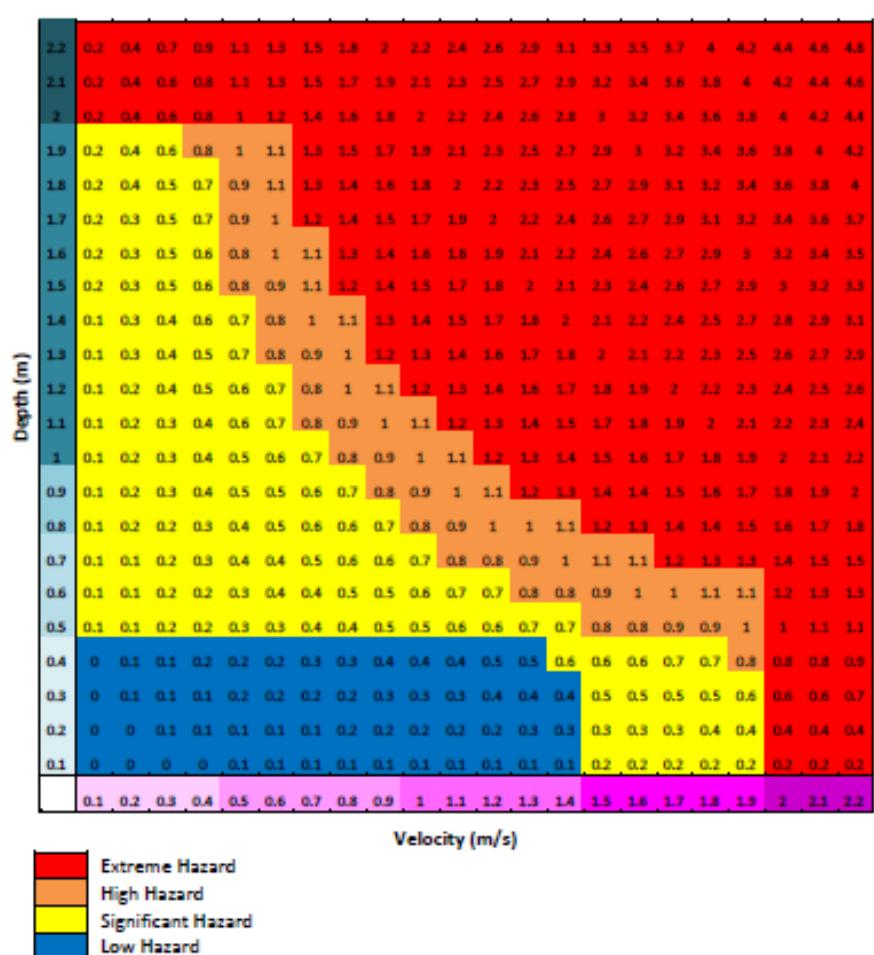
Appendix J - Risk Maps



QldRA-43-2012 Flood Hazard Mapping (Phase 2)

Schedule 2 - Indicative Flood Hazard Criteria

The following indicative flood hazard criteria have been prepared for use in preparing Flood Investigations (Level 2), and Planning Evaluations based on latest available engineering guidance. In the absence of other more appropriate flood hazard definitions, the criteria below will be used.



Rules

	Low	Significant	High	Extreme
Depth	<0.5	<2	<2	2+
Velocity	<1.5	<2	<2	2+
DxV Product	<0.6	0.6 to <0.8	0.8 to <1.2	1.2 +

Rationale

1. **Low** – self evacuation possible for adults and children, vehicle stability within tolerance for large 4WD
2. **Significant** – working limit for trained safety workers, Vehicle evac unsuitable, Building Code limitation
3. **High** – limit of uncompromised stability for adults (dangerous to most)
4. **Extreme** – in excess of known stability limits

References

1. ARR Revision Project 10: Appropriate Safety Criteria for People
 - a. Children – Significant Hazard $DV \leq 0.6$ & $D \leq 0.5$
 - b. Adult – Moderate Hazard $DV \geq 0.6$
 - c. Working limit for trained safety workers or experienced and well equipped persons $DV < 0.8$
2. ARR Revision Project 10 State 2 Report: Appropriate Safety Criteria for Vehicles (Draft)
 - a. Large 4WD $DV \leq 0.6$ & $D \leq 0.5$
3. Dale et al. (2004) Structural flood vulnerability and the Australianisation of Black's Curves
 - a. Fibro/Tile construction $D < 0.5$ & $V < 2$
 - b. Draft QDC for flood hazard areas for Deemed to Satisfy provisions – $V < 1.5$
4. BMT WBM (2012) Newcastle City-wide Floodplain Risk management Study and Plan P.81-82
 - a. Hydraulically suitable for wading by able-bodied adults $V < 2$ & $D < 0.8$
 - b. Hydraulically suitable for light construction (e.g. timber frame and brick veneer) $V < 2$ and $D < 2$
5. Jonkman et al. (2008) Methods for the estimation of loss of life due to floods: A literature review and proposal for a new method *Natural Hazards* P. 364
 - a. Level of hazard to people can be categorized as low, moderate, significant or extreme.

Maps to be further advised once both the Roma & Mitchell Flood and Drainage Projects are completed

Appendix K - 2013/14 - Maranoa LDMG Disaster Management Training Requirements Register

Confidential list held by Maranoa Regional Council Local Disaster Management Group.

Appendix L – Business Contact List

Business	Location	Contact No
FOOD STORES		
Woolworths	Roma	4622 2700
IGA	Roma	4622 4616
	St. George	4625 1777
	Taroom	4627 3322
Foodworks	Roma	4622 1269
Flash's Store and Deli	Roma	4622 1307
Southside 7 Day Store	Roma	4622 2060
Northern Star Store	Roma	4622 3377
Spar	Injune	4626 1783
Dobbins Family Store	Mitchell	4623 1356
Mitchell Mini Mart	Mitchell	4623 1444
Amby General Store	Amby	4623 1626
Wallumbilla General Store	Wallumbilla	4623 4166
Yuleba General Store	Yuleba	4623 5102
Mungallala Pub	Mungallala	4623 6192
FUEL		
Caltex	Roma	4622 1000
Caltex (Woolworths)	Roma	4622 8370
BP	Roma	4622 4400
BP (Kookas)	Roma	4622 3399
Bridge Service Station	Mitchell	4623 1125
BP Tower Service Station	Mitchell	4623 1130
BP Roadhouse	Injune	4626 1369
Injune Petroleum	Injune	4626 1244
Wallumbilla General Store	Wallumbilla	4623 4166
Yuleba Roadhouse	Yuleba	4623 5001
HOSPITALS		
	Injune	4626 1188
	Mitchell	4623 1277
	Roma	4624 2700
	Surat	4626 5166
	Wallumbilla	4623 4233
AGED CARE FACILITIES		
Westhaven Nursing Home	Roma	4624 2600
Pinaroo	Roma	4622 1061
Spiritus Rural Remote Community Care	Roma	4622 1471
Mt. Hutton	Injune	4626 1470
Maranoa Retirement Village	Mitchell	4624 6919
Blue Care Rural CCPS	Mitchell	4623 6651
CHEMISTS/PHARMACIES		
Health Plus Chemist	Roma	4622 2211
Mitchell Pharmacy	Mitchell	4623 1233
Surat Radiance Pharmacy	Surat	4626 5444
Radiance Pharmacy	Injune	4626 1864

RADIO STATIONS		
Zinz ZR and Hot Country	Roma	4622 1800
Hot FM 95.1	Roma	4622 5400
Radio 4VL	Charleville	4654 1444
ABC Southern QLD	Toowoomba	139 994
	Newsroom	4631 3830
	Fax	4631 3899
ABC South West QLD	Longreach	4658 4011
AERIAL EQUIPMENT		
MI Helicopter Service	Roma	4125 1599
	Kevin Clark	0427 561 141
Goondiwindi Helicopter Service Grant & Glen Carrigan		0429 392 324
		0427 655 664
Australian Helicopters	Steve Nelson	3666 3605
	Fax	3252 3071
	Mobile	0409 610 611
	Email:	snelson@austheli.com
Mudlic Aviation Services	John Knox	02 6373 2281
3 Rivers Helicopters	Tambo	4654 6991
	Mobile	0428 104 478
Injune Helicopters – Jeff Dean	Injune	4626 1975
Army Aviation Training Centre	Oakey	4691 9439
Gladstone Aerodrome	Gladstone	4978 1177
Independent Aviation	Cairns	1300 307 747
		4046 3333
		0401 098 917
GYROCOPTERS		
Grant Connolly	Mitchell	4623 1573
Cam Taylor	Muckadilla	4622 3794
Glen Landsberg	Charleville	4654 7357
Rod Shaw	Mitchell	
LOCAL GOVERNMENT		
Balonne Shire Council	St George	4620 8888
	Fax	4620 8889
	A/H Emergency	0407 253 858
	SES Controller	4625 3393
Banana Shire Council	Taroom	4992 9530
	Fax	4992 9552
	Biloela	4992 9500
	SES – Taroom	0428 898 665
Western Downs Regional Council	Dalby	4672 1100
	Miles	4628 5555
	SES – Dalby	0408 457 100
Murweh Shire Council	Charleville	4656 8355
	SES – Augathella	4654 5197
	SES – Charleville	4654 1859
	SES – Morven	4654 8296