

# Mornington Island Shire Council

## Local Disaster Management Plan 2021-2022

Prepared in accordance with the provisions of the Disaster Management Act 2003 QLD

# Foreword

Mornington Shire Council works to serve their community, their land and their traditions. As the governing body, Mornington Shire Council strives to improve the life of all its residents whilst maintaining the core values of respect and culture. As a result, the Council work toward building local capacity, enhancing the quality of life and maintaining culture within the region.

In preparation of this plan, we acknowledge the Lardil, Yangkaal, Kaiadilt and Gangalidda people, the Traditional Owners of the Wellesley Islands archipelago and recognise their connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.

Despite their somewhat idyllic location and beautiful surrounds, the Wellesley Islands are subject to regular to natural disaster events. In one of the most cyclone prone locations in Australia, the islands and their inhabitants are challenged by annual events that test their resilience, preparedness and ability to recover.

When disaster threatens or occurs, Mornington Shire Council has the primary responsibility for the coordination and management of the event. Adequate preparation and planning must occur to ensure that we have the resources, systems and process capable of meeting the challenges and addressing the responses and recovery of any event.

Preparation of the Mornington Shire Council Disaster Management Plan is an integral component Council's role in disaster management. This plan has been developed through a collaborative process and sets out, not only the legislative requirements under the Queensland Disaster Management Act 2003, but also the roles, responsibilities and joint coordination efforts by allied government and non- government organisations. This plan incorporates the following sub plans:

## Community Profile Recovery Plan

Council appoints the Local Disaster Management Group which is responsible for the development and implementation of Council's Disaster Management Plan. This group is the frontline representative body for the Shire and is part of the state-wide disaster management network that includes the District Disaster Management Group and the State Disaster Management Committee.

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# 1 ADMINISTRATION AND GOVERNANCE

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## 1.1 Introduction / Purpose and Objectives

Mornington Shire incorporates the 22 islands of the Wellesley group in the Gulf of Carpentaria. It covers an area of 1,227 square kilometers with Mornington Island itself estimated to be about 700 square kilometers in area. Gununa on Mornington Island is a remote community with an estimated population of 1,600 people.

Services delivered on Mornington Island include:

BYNOE	NWRH Kalngkurr Wellbeing Centre
Care)	NWRH Kuba Natha Hostel – Aged Care
Education (State School to year 10)	PCYC
Ergon Energy	Police
Fire brigade	Probation and Parole
Gidgee Healing	QAS
Junkuri Laka	Queensland Health
Mirndiyan Gununa	Save the Children
Mission Australia	SES
NWHHS	Telstra

There are an abundant of flora and fauna on the Island, including beaches that are filled with an array of marine life consisting of; turtles and the endangered dugong. Its highly sought after for its fishing and unspoiled beaches are a sight to behold.

Mornington Shire Council works to serve their community, their land and their traditions. Our shire is prone to natural disasters, whilst these types of events are not common, we cannot afford to become complacent. The key to effective disaster response and recovery is the resilience of the community and the willingness of people to work together for the benefit of the community.

Mornington Shire Council, through the work of the Local Disaster Management Group will maintain their commitment to effective disaster management for the shire. To be effective our disaster management planning must be a living process. We must learn from events of the past and continuously challenge our planning and thoughts to mitigate risk for the future. Examination of the actions of others will also ensure that we continue to improve and adapt whilst meeting the expectations of community and climate change.

This plan is a plan for the community, to be truly effective we must draw on the collective knowledge of the community to develop a plan that is both suitable and effective.

The purpose of the plan is to provide a framework that addresses the disaster management needs of the whole Shire.

The objectives of the plan are:

- To ensure that community risks related to events are effectively identified and managed;
- To ensure that risks requiring District or State level support are identified and communicated;
- To detail the obligations, arrangements and responsibilities of Council, government and non-government agencies with respect to disaster management; and
- To ensure that Council, government and non-government agencies comply with their disaster management obligations under the Disaster Management Act 2003.

## 1.2 Statement of Establishment / Authority to Plan

The Local Disaster Management Group (LDMG) is established under s. 29 of the Disaster Management Act 2003 (the Act).

## 1.3 LDMG Terms of Reference

The is mandated as follows under provisions contained in the Disaster Management Act 2003.

### 1.3.1 Role

Section 4A

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

### 1.3.2 Functions

Section 30

A local group has the following functions for its area:

- To ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy statement for disaster management for the State;
- 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.

### 1.3.3 Membership

Section 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 ; and
- At least 1 person who is a mayor or councillor of a local government.

Section 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 mayor or councillor of a local government.

Section 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.

Section 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).

### 1.3.4 Meetings

#### Section 39

LDMG meetings must be held at least once in every six 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.

#### Section 40

A quorum for 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.

#### Section 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.

#### Section 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.

#### Section 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.

#### Section 43

Minutes must be taken of LDMG meetings.

### 1.3.5 Local Disaster Management Plan (LDMP)

#### Section 57

A local government must prepare a LDMP which must include provision for:

- The State group's strategic policy framework for disaster management for the State, and the local government's policies for disaster management;
- The roles and responsibilities of entities involved in disaster operations and disaster management in the area;
- The coordination of disaster operations and activities relating to disaster management performed by the entities;
- Events that are likely to happen in the area;
- Strategies and priorities for disaster management for the area;
- The matters stated in the disaster management guidelines as matters to be included in the plan; and
- Other matters about disaster management in the area the local government considers appropriate.

#### Section 58

The LDMP must be consistent with the disaster management guidelines

#### Section 59

The LDMG may review or renew the LDMP when it considers appropriate, however must review the effectiveness of the plan at least once a year

## Section 60

The LDMP must be available for inspection, free of charge, by members of the public

## Section 104

The Local Government Act 2009 states that a local government must prepare a corporate plan that identifies the local and regional issues the local government has identified as affecting its area. These issues are to include disaster management

### 1.4 Roles and Responsibilities

The identified roles and responsibilities of the various agencies in the disaster management system, whilst generic to some degree outline the support available at a local level and any additional support required can be accessed through the disaster management system at district or state level.

#### 1.4.1 Mornington Shire Council

Maintain services provided to the community and coordinate emergency services

Roles:

- Maintenance of Local government function (via Local government business continuity and recovery Planning)
- Maintenance of normal Local government services to the community and critical infrastructure protection
- Development and maintenance of Disaster Management Plans for the shire
- Development and maintenance of a public education/awareness program
- Establishment, maintenance and operation of a LDCC including the training of sufficient personnel to operate the centre
- Coordination of support to emergency response agencies
- Maintenance of warning to telemetry systems
- Collection and interpretation of information from telemetry systems
- Reconnaissance and post impact assessment for the shire
- Debris clearance of road and bridges
- Issuance of public information prior to, during and post disaster impact events
- Recommendations regarding areas to be considered for authorised evacuation
- Public advice regarding voluntary evacuation
- Provision of locally based community recovery services in conjunction with other recovery agencies
- Evacuation centre management

#### 1.4.2 Bureau of Meteorology

Provide forecasts, weather warnings and long-term outlooks on environmental phenomena that affect the safety, prosperity and resilience of Australians.

Roles

- Collect, coordinate and distribute environmental observation data in support of advices, warnings and briefings.
- Provide seasonal climate outlooks for forward planning.

#### 1.4.3 Department of Agriculture and Fisheries

Lead agency for containment and eradication of emergency animal and plant diseases and pests. DAF also provides advice on agriculture, fisheries and forestry in a disaster event.

Roles

- Coordinate efforts to prevent, respond to, and recover from plant and animal pests and diseases and invasive plants and animals.
- Provide advice on livestock welfare.
- Collaborate with stakeholders with shared responsibilities and other organisations to facilitate prevention, preparedness, response and recovery strategies and priorities for animal welfare management within
  - a community.
- Provide advice in relation to agriculture, fisheries and forestry disaster impacts.
- Coordinate destruction of stock or crops in an emergency pest / disease situation.
- Administer DRFA relief measures including agriculture industry recovery operations as required.
- Lead the reporting on the disaster impact assessments on the agricultural sector, including economic losses and expected recovery.
- Report on the possible impact seasonal conditions and climate events will have on the agricultural sector.
- Coordinate the Agriculture Coordination Group with agricultural industry groups to provide information about the effect that a disaster event has on the are facing in responding to and recovering from a disaster event. agriculture, fisheries and forestry industries and the
  - issues that individuals and businesses
- Engage with industry on preparedness for climate risks and aid with economic recovery.
- Assist agriculture and fishery industries in prevention and preparedness though normal business operations and service provision to industry
  - and the communities.

#### 1.4.4 Department of Communities, Housing and Digital Economy

Functional lead agency for planning, coordination and implementation of human and social recovery in Queensland.

##### Roles

- Coordinate and/or provide human and social recovery information and/or resources to support Local and District Disaster Management
  - Groups.
- Enable access to information and/or coordinated government and non-government human and social recovery services through a range of service delivery channels which may include:
  - Promotion and/or referral to local community services
  - 1800 recovery hotline
  - Grants portal
  - Multi-agency recovery hubs
  - Community recovery information & referral centres
  - Case coordination of vulnerable persons
  - Outreach teams
- Purchase extraordinary human and social recovery services when local capacity is exhausted.
- Facilitate matching and enabling of EV CREW registered volunteers.
- Enable the matching of donated goods and offers of assistance.
- Enable access to emergency and temporary accommodation assistance.
- Administer SDRA & DRFA financial relief measures for eligible
  - individuals
- Manage the Queensland Government’s Community Recovery “Ready Reserve”.

### 1.4.5 Department of Education

Lead, manage and coordinate the department's planning, preparation, response and recovery from disasters and emergencies.

#### Roles

- Maintain the safety and wellbeing of students, staff and volunteers who work or participate in DoE schools, institutions and workplaces.
- Ensure that all state schools, regional offices and other workplaces have a documented emergency response plan.
- Ensure that all DoE regional offices and key workplaces have a tested business continuity plan.
- Ensure that DoE is prepared to respond to and recover from, disasters and emergencies.
- Facilitate the return of affected state schools to normal operations as soon as safe and practicable following an event.
- Facilitate the transition of DoE facilities to cyclone shelters, places of refuge and evacuation centres as required or directed.
- Provide workplace health and safety advice, information and awareness about electrical, chemical, asbestos and general safety matters in the lead up to, during and following cyclones, storms, floods and other
- disasters.

### 1.4.6 Department of Environment and Science

Provide technical advice to response activities, regulatory support to affected stakeholders, coordination of environmental recovery initiatives, and the conservation park, state forest users and manage impacts from natural disasters on these community assets development of climate change adaption strategies as well as ensure safety of national park,

#### Roles

- Liaise with key stakeholders regarding an imminent disaster event and the status of their operations to understand pressing issues.
- Provide expert assessment and advice on:
  - Impacts and potential harm of incidents on environmental values
  - Priorities for protection of environmental values
  - Contaminant containment and treatment measures
  - Environmental harm mitigation measures
  - Clean up measures for environments and wildlife
- Provide environmental risk assessment of events and incidents affecting infrastructure, mining and industrial sites and, where necessary,
- authorise emergency actions and releases.
- Provide situational monitoring of local government infrastructure
- including landfills, sewage treatment plants and sewage pump stations, and the provision of expert advice.
- Monitor and coordinate any actions relating to heritage buildings pursuant to the Queensland Heritage Act 1992.
- Monitor and advise on management of impacted native wildlife outside
- the national park estate and reduce conflict and risks to the community due to their displacement.
- Provide environmental management advice, assistance and direction during incident response and recovery phases as required under the State Disaster Contingency Action Plan, National Plan for Maritime Emergencies, related MoUs and agreements. Management Plan, State
- Chemical, Biological and Radiological Plans, Queensland Coastal

- Establish mechanisms for industry, landowners and local governments to receive necessary environmental approvals for recovery (e.g. temporary landfills, port nature refuge holders). facility dredge spoil disposal, retrieval of hazardous materials, repairs to heritage listed places and dispensation to beach replenishment, replacement of coastal
- infrastructure, fill extraction for road repairs,
- Conduct investigations pursuant to the Environmental Protection Act 1994 and other environment and conservation legislation.
- Provide reports under the water catchments target of the National
- Impact Assessment Model (NIAM) measure # 46 – km of polluted flood water.
- Maintain plans, skills, preparedness and response capability for
- disasters through structured training, exercises and review of readiness across all levels of the department.
- Maintain relationships and cooperative arrangements with other relevant state and Commonwealth departments and entities through
- regular review of agreed roles and responsibilities.
- Closing affected national parks, conservation parks, and state forests.
- Coordinating evacuations of national parks, conservation parks, state forests and department owned areas with the QPS.
- Lead firefighting on national parks, conservation parks and state forests where there is no threat to life or property.
- Manage impacts on national parks, conservation parks, and state forests, and reopen facilities to the public.
- Provide storm tide and wave information, expertise, and advice in accordance with the 12th edition of the Tropical Cyclone Storm Tide
- Warning Response System Handbook (2016).
- Undertake post event coastal field investigations to assess coastal
- impacts and storm tide inundation levels following a significant storm tide event.
- Provide assistance with satellite imagery processing and distribution activities from cross-agency coordination with Department of Natural Resources Mines and Assistance Team. Energy, Land and Spatial Unit,
- and Geoscience Australia’s Disaster
- Provide information about land use mapping and supporting services and activities to key government agencies and industry groups.
- Provide water quality monitoring through Catchment Monitoring Programs including the Great Barrier Reef catchment and other monthly grab sampling of water suspended sediments and selected pesticides that may impact the natural environment. catchments to provide data on nitrogenous and phosphorous contaminants,
- Deliver hydrodynamic / biogeochemical modelling, through the eReefs data portal providing near real time river plume footprints.

#### 1.4.7 Department of Energy and Public Works

Functional lead agency for building and engineering services and building recovery. Functional lead agency for coordination of ICT and telecommunications advice and back-end financial transaction processing on behalf of response and recovery lead agencies.

Ensure the safety of recreation centre users and manage impacts from natural disasters on these community assets.

##### Roles

- Coordinate technical advice on structural suitability of buildings to use as evacuation centres, places of refuge or cyclone shelters.

- Coordinate temporary office accommodation for use by state agencies, where occupied.
- Coordinate structural assistance grant assessments on behalf of the Department of Communities, Disability Services and Seniors.
- Coordinate emergency fleet vehicles for state agencies.
- Advise on and provide temporary emergency accommodation solutions for people displaced by disaster events and for government agency response and/or recovery workers.
- Maintain contact registers of professional service providers, specialist building contractors, building services and trades.
- Coordinate evacuations, closures and restoration of damaged infrastructure of recreation centres and department owned areas.

#### 1.4.8 Department of Tourism, Innovation and Sport

Assist the Queensland Government to help Queensland prepare for, respond to and recover from an emergency through the DITID Emergency Management Plan (EMP). The EMP

complements the Queensland State Disaster Management Plan and is enacted in line with the Disaster Management Act 2003, Disaster Management Strategic Policy Statement and Queensland Recovery Guidelines.

Operate in partnership with other Queensland Government departments.

Coordinate activities following a disaster to support tourism throughout Queensland through the Economic Recovery

Group and actively engage with key partners to ensure a coordinated approach to economic recovery efforts, including:

- Regional Services, DSDMIP
- Tourism and Events Queensland (TEQ)
- Queensland Tourism Industry Council.

##### Roles

- Compile and provide situation reports on impacts to tourism zones and tourism infrastructure.
- Resilience and recovery strategies for the tourism industry.

#### 1.4.9 Department of State Development, Infrastructure, Local Government and Planning

Support disaster mitigation considerations in development planning, built environment and infrastructure design. Manage some funding programs to local governments for disaster resilience and preparedness.

##### Roles

- Manage the development and implementation of funding programs that provide funding for works that protect existing essential public infrastructure and/or build resilience to future natural disaster events.
- Multicultural Affairs Queensland to advise emergency management and recovery agents on the best ways to reach multicultural and ethnic community organisations and groups.

#### 1.4.10 Department of Resources

Establish and communicate arrangements for an emergency event that impacts or has the potential to impact on security of water, electricity, gas, or liquid fuel supply or pose a risk to dam safety.

Develop and maintain DNRME emergency management procedures that provide guidance in the response to an energy or water supply emergency, regardless of the hazard.

Deliver innovative policy, planning and regulatory solutions in partnership with stakeholders to support reliable energy and water supply.

Contribute to disaster management responses across those areas where the department has responsibilities or special expertise that include:

- Manage impacts on unallocated state land and other land managed by the department.
- Maintain DNRME stream gauges that provide stream height, flow and rainfall data used by the Bureau of Meteorology.
- Provide assistance during a disaster to QFES, the Public Safety Business Agency (PSBA) in the capture of spatial imagery and spatial information analysis and product production as necessary.
- Manage impacts on and from Queensland abandoned mines.
- Provide updates on the closure and opening status of current mining operations.

#### Roles

- Energy
  - Act as a conduit of information between all relevant parties, including advice on, action and implement the use of any emergency powers.
  - Develop capability to facilitate emergency actions and responses to an actual or potential energy supply emergency event.
  - Maintain a watching brief and facilitate information transfer in an emergency that may impact at the local, district, state or national level
  - for an electricity, reticulated gas supply and liquid fuels.
  - Advise the Minister if emergency powers are required to maintain
  - supply security.
  - Where appropriate, undertake process to enable the Minister to invoke
  - emergency powers.
- Water
  - Provide information and advice on the issues of dam safety and drinking water supply (continuity and/or safety) as required.
- Dam Safety
  - Ensure emergency action plans are in place for referable dams to ensure appropriate action is taken in the event of incidents or failures of the dams.
  - Collate information from dam owners on event impacts.
  - Exercise dam safety emergency powers if needed to minimise the risk of failure or consequences of a dam failure.
- Drinking Water
  - Ensure drinking water quality management plans are in place by
  - registered drinking water service providers (this does not include private or unregistered providers).
  - Collate information from service providers and operators of drinking water supply schemes.
  - Work in partnership with Public Health Units (Queensland Health) regarding drinking water quality issues.
  - Act as a conduit of information between all relevant parties, including the support and enactment of emergency powers.

#### 1.4.11 Department of State Development, Infrastructure, Local Government and Planning

Lead agency for economic recovery during a disaster event, playing a key role in assisting local government, business and industry in resilience and recovery strategies. During a disaster, DSDMIP chairs the Economic Recovery Group (ERG) which provides strategic advice to the Queensland Government and relevant stakeholders on economic impacts and develops and implements immediate response actions. The ERG also coordinates input from relevant departments, local government and industry bodies to develop a longer-term economic recovery plan.

#### Roles

- Initial situation report on economic impacts on jobs, business and industry in disaster affected areas.
- Initial situation reporting on economic impacts of local government areas (LGAs).
- Provide support to relevant authorities restoring power, water and communications in the affected communities for the resumption of economic activity.
- Ongoing coordination and reporting on the economic recovery tasks for the life of the recovery plan.
- Prepare and implement regional plans that identify and interpret relevant matters of state interests for a particular region, including natural hazards, risk and resilience, to achieve desired outcomes.

#### 1.4.12 Department of Transport and Main Roads

Coordinate the effective and efficient delivery of state- controlled road and transport recovery and reconstruction activities.

DTMR also engages directly with industry and the community on the recovery and reconstruction phases following the natural disaster and leads the planning and implementation of the roads and transport functional line of recovery activities.

##### Roles

- Provide information and advice regarding the impact of event on road, rail, aviation and maritime infrastructure.
- Assist with the safe movement of people resulting from mass evacuation.
- Enable an accessible transport system through reinstating road, rail and maritime infrastructure.
- Ensure the capability of logistics-related industries is appropriately applied to disaster response and recovery activities.

#### 1.4.13 Queensland Police Services

To enhance the safety of the community by assisting them to prepare for, respond to and recover from disaster events by providing support and guidance to disaster management groups at all levels.

##### Roles

- Preserve peace & good order.
- Operational responsibility for first response to terrorism.
- Provide the Chair (DDC) and executive support to District Disaster Management Groups.
- Managing and coordinating the business of District Disaster Management Groups.
- Develop and facilitate a program of disaster management themed exercises.
- State Search and Rescue authority and responsible for the coordination of search and rescue operations.
- Provide support to Local Disaster Management Groups.
- Manage the registration of evacuees and inquiries in partnership with Red Cross.
- Provide traffic management, including assistance with road closures and maintenance of road blocks.
- Conduct coronial investigations.
- Provide a Disaster Victim Identification capability.

#### 1.4.14 Queensland Ambulance Service

Provide, operate and maintain ambulance services and service delivery during rescue and other related activities.

This includes protecting persons from injury or death, whether or not the individuals are sick or injured

##### Roles

- Provide, operate and maintain ambulance services.
- Access, assess, treat and transport sick and injured persons.
- Protect persons from injury or death, during rescue and other related activities.
- Coordinate all volunteer first aid groups during major emergencies and disasters.

- Provide and support temporary health infrastructure where required.
- Collaborate with Retrieval Services Queensland in the provision of
- paramedics for rotary wing operations.
- Participate in search and rescue, evacuation and victim reception operations.
- Participate in health facility evacuations.
- Collaborate with Queensland Health in mass casualty management systems.
- Provide disaster, urban search & rescue (USAR), chemical hazard
- (Hazmat), biological and radiological operations support with specialist logistics and specialist paramedics.

#### 1.4.15 Queensland Corrective Services

Lead role for deploying and coordinating low risk prisoners and offenders to assist response and recovery operations.

##### Roles

- Deployment and coordination of low risk prisoners and offenders to assist response and recovery operations.

#### 1.4.16 Queensland Fire and Emergency Services

Ensure the safety of people and property in Queensland through the provision of effective prevention, preparation, response and recovery activities across a range of emergency situations through the capabilities of Fire & Rescue, Rural Fire Service and State Emergency Service

##### Roles

- Primary response agency for structural incidents.
- Primary response agency for bushfire incidents.
- Primary response agency for chemical / hazmat incidents.
- Provide advice, chemical analysis and atmospheric monitoring at relevant incidents.
- Provide mass and technical decontamination capability.
- Provide rescue and search functions and perform other operations to help and protect injured persons from danger or potential danger.
- Distribute and develop (where primary agency) warnings to disaster management stakeholders and communities.
- Ensure that persons performing functions under the Disaster Management Act 2003 in relation to disaster operations are appropriately trained.
- Provide advice and support to the state group and local and district groups in relation to disaster management and disaster operations.
- Emergency supply acquisition and management of supplies and services in support of disaster operations.
- Resupply of essential goods (food and basic commodities) to temporarily isolated communities, properties and individuals.
- Ensure the capability and capacity of Disaster Assistance Response Teams (DART) to assist communities affected by disasters or emergency situations.
- Undertake damage assessment function (residential and commercial structures) as soon as practical post disaster / emergency situation and provide findings to disaster management stakeholders.

#### 1.4.17 Queensland Health

Coordinate and manage the health aspects of a disaster or emergency incident across the full spectrum of prevention, preparedness, response and recovery including health advice to the community, public health, clinical care, forensic support and mental health.

## Roles

- Provide health disaster and emergency incident information to the public and disaster management stakeholders.
- Health services – clinical and forensic.
- Clinically coordinate aeromedical transport and emergency medical retrieval (with QAS) and provide membership to the SDCC aviation cell when activated.
- Clinical response to mass casualty management (with QAS).
- Forensic and scientific health services to mass fatality management and terrorism (with QPS).
- Recovery mental health support to affected communities (with DCDSS).
- Public health and environmental health advice and support to local governments and affected communities and industries.
- Environmental health risk assessment advice to other agencies, local government and industries.
- Messaging on public health risks to affected communities.
- Communicable disease surveillance and response arrangements.

### 1.4.18 Queensland Reconstruction Authority

Manage and coordinate the state government's program of infrastructure reconstruction within disaster-affected communities. QRA focuses on working with state and local government partners to deliver value for money and best practice expenditure and acquittal of public reconstruction funds. QRA is also the lead agency responsible for disaster recovery, resilience and mitigation policy.

## Roles

- Drive and coordinate enhancement of resilience throughout Queensland.
- Plan and coordinate Queensland and Australian Government assistance under the Disaster Relief and Funding Arrangements (DRFA).
- Develop and maintain the Queensland Recovery Plan and event-specific plans.
- Monitor damage of public infrastructure and private properties.
- Administer DRFA and State Disaster Relief Arrangements.
- Manage the service agreement with GIVIT for the coordination of offers of goods and services following a relevant disaster on behalf of the Queensland Government.
- Monitor reconstruction activities in affected communities.

### 1.4.19 Royal Society for the Prevention of Cruelty to Animals Queensland Limited (RSPCA)

Provide situational awareness and operational intelligence in relation to animal welfare.

## Roles

- Monitor the responsible care of animals, provide standards of care for animals and protect animals from unjustifiable, unnecessary or unreasonable pain.
- Collaborate with stakeholders with shared responsibilities to ensure effective prevention, preparedness, response and recovery strategies and priorities for disaster management within a community.
- Assist in identifying and addressing immediate, medium- and long-term animal welfare recovery needs to enhance the capacity of the local community to recover from a disaster.

### 1.4.20 Surf Life Saving Queensland

Provide support to all agencies during the response phase of any disaster event. SLSQ works proactively with all emergency services and provides qualified lifesaving personnel to ensure the Queensland public are kept safe during natural disasters. SLSQ makes all surplus lifesaving resources available for use with qualified personal to assist across the Queensland coastline.

## Roles

- Provide advice on coastal and aquatic rescue management to government (state and local) agencies across the state.
- Provide a network of support and advice to the QDMC, DDMGs and LDMGs in relation to disaster and emergency response via volunteer surf life savers, professional lifeguards, and the Westpac Life Saver Helicopter Rescue Service.
- Provide inflatable rescue boats (IRBs) for use in flood waters, or assist with the relocation of people, emergency service personal and gear / equipment.
- Provide members to assist QPS, SES or QFES with door knocking and welfare checks in isolated or affected areas.
- Supply suitably qualified personnel with current Surf Lifesaving Awards and appropriate personal protective equipment (PPE).
- Maintain a primary focus on Queensland's patrolled beaches and only supply personnel and equipment not operationally required during the disaster period.
- As the primary authority for closing beaches in Queensland, SLSQ will work with all local councils and land managers to ensure proactive and concise messaging about beach closures and associated hazards.
- Actively collect and collate information through SLSQ's State Operations and Communications Centre (SOCC) (which coordinates and monitors 39 coastal cameras and a private radio network from Port Douglas to Tweed Heads) and use existing media channels for key messaging.

## 1.5 Coordination of Disaster Operations

Effective collaboration and coordination underpin the entire disaster management system and is a cornerstone for this plan. It is defined in the State Disaster Management Plan as:

- 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 operates horizontally across organisations and agencies.

Coordination in disaster management is akin to the management of relationships between different agencies that possess a diverse range of expertise, resources and skills. It involves ensuring that they work together to achieve a common goal whilst ensuring best use of resources for the benefit of the community.

Underlying principles of effective disaster management include 'coordination, collaboration and consultation'. Effective management of any disaster relies on strong coordination arrangements, consultative decision making, collaboration and shared responsibility achieved through supporting relationships, trust and teamwork between individuals, agencies and the community.

## 1.6 Statement of Compliance with Legislation, Guidelines and Strategic Policy Statement

Council's Local Disaster Management Group will ensure that its responsibilities outlined in the Terms of Reference as detailed in section 1.3 of this plan, are executed with the available resources of both the group and the district. Council is committed to the values of the disaster management strategic framework that include:

- Protecting health, safety, quality of life and economic vitality.
- Building and maintaining partnerships and collaboration across all levels of government, community and industry, in all aspects of disaster management.
- Protecting our natural and built environment.
- Respecting the diversity of Queensland communities.
- Ensuring accountability and transparency of the Queensland disaster management arrangements.

## 1.7 Amendment Register and Version Control

As a living document, this plan must reflect external and internal changes within the Shire and community. Consequently, it will undergo continued development and refinement as the Shire and community develop over time.

Until further notice, proposed amendments to this plan are to be submitted to the Chief Executive Officer of the Mornington Shire for provision to the Local Disaster Management Group and Council for consideration for inclusion in the plan.

### 1.7.1 Amendment Register

Amendment #	Date	Section Amended	Amended By
1	19/7/21	Various	ED
2			
3			
4			
5			

### 1.7.2 Version Control

Amendment #	Date	Date accepted by LDMG
1		

## 1.8 Distribution and Availability of Plan

In accordance to the Act, the plan will be available to the public through the Mornington Island Council and on the website.

## 1.9 Definitions

Word	Definition
Chairperson	The Chairperson of the Disaster Management Group, means the person appointed or acting as the chairperson of the group under section 20 of the Disaster Management Act 2003.
Command	The direction of members and resources of an agency in the performance of the agency's roles and tasks. Command operates vertically within an agency.
Control	The overall direction of the activities, agencies or individuals concerned. Control operates horizontally across all agencies, functions and individuals. Situations are controlled.
Co-Ordination	The bringing together of agencies and individuals to ensure effective disaster management but does not include the control of agencies and individuals by direction.
Co-Ordination Centre	A Centre established at State, District or Local level as a Centre of communications and co-ordination during response and recovery operations (e.g. DDCC- District Disaster Co-ordination Centre, SDCC- State Disaster Co-ordination Centre, LDCC-Local Government Disaster Co-Ordination Centre.)
Declared Disaster Officer	<ol style="list-style-type: none"><li>i. a police officer; or</li><li>ii. a persons authorized under s75(1) of the DMA to exercise declared disaster powers for the disaster situation.</li></ol>
Disaster	<ol style="list-style-type: none"><li>1. A "disaster" is 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 assist the community recover from the disruption.</li><li>2. In this section – 'serious disruption' means:</li></ol>

<b>Word</b>	<b>Definition</b>
	<ul style="list-style-type: none"> <li>a. Loss of human life, or illness or injury to humans; or</li> <li>b. widespread or severe property loss or damage; or</li> <li>c. widespread or severe damage to the environment.</li> </ul>
Disaster District	A part of the State prescribed under a regulation as a disaster District.
Disaster District Management Group	The functional group as set out in the Disaster Management Act 2003
Executive Officer- State Disaster Management Committee	Of the State group, means the person who is the executive officer of the committee under section 19(3).
Functional Lead Agency	A Government Department allocated a responsibility by the State Disaster Management Group to coordinate a particular function in respect of disaster management.
Hazard	A potential or existing condition that may cause harm to people or damage to property or the environment.
Incident	Day-to-day occurrence which are responded to by a single Response agency by itself or in cooperation with other response agencies.
Local Disaster Coordinator	Chief Executive Officer or other council officer appointed by the Chair of the LDMG, as the Local Disaster Coordinator.
Local Controller	The controller of a Local State Emergency Service Unit appointed under the Disaster Management Act 2003. The Local Controller is usually the appointed leader of a volunteer SES unit.
Local Disaster Management Group	The persons responsible for implementing the requirements of Local Government with respect to development and implementation of disaster arrangements for their area
Local Disaster Management Plan	A plan that documents agreed arrangements that are in place to deal with disaster events within its area of responsibilities.
Mitigation	Measures taken in advance of an event aimed at decreasing or eliminating its impact on society and the environment.
Disaster Relief Funding Agreement	Financial arrangements for the activation and delivery of Natural Disaster Relief and Recovery assistance within Queensland.
Non-Government Organisation	A voluntary organisation or any other private individual or body, other than a government agency.
Planning	Process of developing arrangements for coordinating a response and establishing priorities, duties roles and responsibilities of different individuals and organisations, including an actual state of preparedness.
Preparedness	Action designed to minimise loss of life and damage, and to organise and facilitate timely and effective rescue, relief and rehabilitation in case an event. Preparedness is concerned with understanding the threat; forecasting and warning; educating and training officials and the population; and establishing organisations for the management of disaster situations including preparation of operational plans, training relief groups, stockpiling supplies, and accessing necessary funds.
Prevention	Includes the identification of hazards, the assessment of threats to life and property and the taking of measures to reduce or eliminate potential loss of life or property and protect economic development.
Recovery	Includes the process of returning an affected community to its actual level of functioning after a disaster. This process is divided into short term Recovery and Long-Term Recovery/Reconstruction.

Word	Definition
	<ul style="list-style-type: none"> <li>Initial Recovery – the aim of initial recovery operations is to satisfy personal and community needs, and to restore services to the level where the continuing process can be managed by local government and the normal responsible agencies</li> <li>Long Term Recovery – long term recovery, reconstruction or rehabilitation measures are the subject of separate arrangements.</li> </ul>
Resources	Includes food, manpower, any horse or other animal, vehicle, vessel, aircraft, plant, apparatus, implement, earthmoving equipment, construction equipment or other equipment of any kind or any means of supplying want or need.
Response	Includes the process of combating a disaster and of providing immediate relief for persons affected by a disaster.
Risk	Expected losses (of lives, persons injured, property damaged, and economic activity disrupted) due to a particular hazard for a given area and reference period. Based on mathematical calculations, risk is the product of hazard and vulnerability.
Risk Management	The systematic application of management policies, procedures and practices to the tasks of identifying, analysing, assessing, treating and monitoring risk.
State Disaster Management Committee	Queensland body responsible for the development of Disaster Management policy and coordination of resources necessary to ensure that all steps are taken to plan for and counter the effects of disaster.
Supporting Organisations	Government Departments, statutory authorities, volunteer organisations and other specialist agencies who have indicated a willingness to participate and provide specialist support resources to a functional or threat specific lead agency during disasters.
Warning	Dissemination of message signaling imminent hazard, which may include advice on protective measures.

## 1.10 Acronyms

Preparation of this plan involves the use of the following acronyms:

ADF	Australian Defence Force	QAS	Queensland Ambulance Service
BOM	Bureau of Meteorology	QFES	Queensland Fire and Emergency Service
COAG	Council of Australian Governments	QH	Queensland Health
DACC	Defence Aid to the Civil Community	QPS	Queensland Police Service
DDC	District Disaster Coordinator	RFDS	Royal Flying Doctor Service
DDCC	District Disaster Coordination Centre	SDCC	State Disaster Coordination Centre
DDMG	District Disaster Management Group	SDCG	State Disaster Coordination Group
DMA	Disaster Management Act 2003	SDMC	State Disaster Management Committee
DRFA	Disaster Relief Funding Arrangements	SDRA	State Disaster Relief Arrangement
EMA	Emergency Management Australia	SES	State Emergency Service
HAZMAT	Hazardous Material	SEWS	Standard Emergency Warning Signal
LDC	Local Disaster Coordinator	SITREP	Situation Report
LDCC	Local Disaster Coordination Centre	SOP	Standing Operating Procedures
LDMG	Local Disaster Management Group	VMR	Volunteer Marine Rescue
NCTP	National Counter Terrorism Plan	XO	Executive Officer
NWRH	North West Remote Health		
OIC	Officer in Charge		

## 1.11 Processes and Timeframes – Internal and External Assessment

This Local Disaster Management Plan will be reviewed every 12 months by the members of the LDMG, that plan will also be reviewed under the following circumstances:

- Following activation of the LDMG in response to an event,
- Following significant changes to the planning environment including changes in threats or the community,
- In response to changes in the planning guidelines, or
- In any other circumstance that the Chair believes a review is warranted.

## 1.12 Governance Processes

### 1.12.1 Core Group

Agency	Title	LDMG Position
Mornington Shire Council	Mayor	Chair
	Deputy Mayor	Deputy Chair
	Chief Executive Officer	Executive Chair
	Executive Manager Infrastructure & Technical Services	Representative
	Executive Manager Finance & Human Services	Representative
	Executive Manager Governance & Communication	Representative
Queensland Fire & Emergency Services	Emergency Management Coordinator (Mount Isa)	Representative
Queensland Police	Senior Sergeant	OIC Mornington Police
Queensland Ambulance	Officer in Charge	Representative
Mornington Island Hospital (North West Hospital Health Services)	Director of Nursing	Representative
Gunnamanda Store	General Manager	Representative
Wellesley Islands Rangers	Head Ranger	Representative

### 1.12.2 Service Providers and Advisors

Organisation	Position
BAS	Representative
Bynoe	Representative
DPMC	Representative
Education Queensland	Mornington Island State School
Ergon Energy	Representative
Executive Officer Mt Isa DDMG	Representative
Gidgee Healing	Representative
Junkuri Laka	Representative
Mirndiyan Gununa	Representative
Mission Australia	Representative
NWRH – Area Residential Aged Care Manager	Representative

Organisation	Position
NWRH – Kuba Natha Hostel (onsite)	Representative
NWRH- Executive Manager Health Services	Representative
PCYC	Representative
Probation and Parole	Representative
QAS	OIC Queensland Ambulance
Queensland Health	Queensland Health Rep
Rural Fire Service	Rural Fire Inspector
Save The Children	Representative
SES	SES Local Controller
Telstra	Representative
Wellbeing Centre	Representative

Membership of the Group shall mean and include the person acting in the capacity of any of the above members or the delegate of the member as the case maybe. The delegate must have the authority to commit resources from parent body.

### 1.12.3 Special Advisors

The LDMG may call upon and organization to give specialist advice to the group in order to Manage an event or Disaster, these Specialist Advisors are not members of the LDMG.

### 1.13 Appointment of representation to District Group

The Mornington Island Shire Council Chief Executive Officer and Mayor are appointed as a member of the District Disaster Management Group.

### 1.14 Notification of membership to State Group

The LDC shall notify the State Disaster Management Committee and District Group of the Local Group's membership once per annum. Changes to the executive membership will be forwarded to the state and district groups as they occur.

### 1.15 Meeting Schedule

The Mornington LDMG has an obligation under the Disaster Management Act to meet twice per year. Traditionally these meetings have been held prior to the traditional wet season and post season. The LDC of the Mornington Group will schedule these meetings and notify the members. All meetings will be minuted and a copy of these minutes will be sent to the District Group.

### 1.16 Administrative Responsibilities

The LDC of the local group is responsible for the administrative responsibilities of the group. The following administrative tasks are to be undertaken by the group:

- Keeping of meeting minutes,
- Maintenance of contact lists,
- Maintenance of membership lists
- Updating of Local Plan
- Registration of correspondence,
- Reporting (as listed), and
- Conduct meetings

## 1.17 Authority to Activate the Group

### 1.17.1 Chair

The group may be active by the Chair of the Local Group. Should the Chair believe that the activation in response to a threat is significant to warrant activation. The level of activation will be determined by the Chair, taking into account, the likelihood and possible impact of the threat.

Activation of the group will occur independently of activation of DRFA, the decision to activate will be based on threat rather than financial implications.

Once the group is activated situation reports will be compiled and submitted to the District Group at a frequency determined by the District Group.

Whilst there may be no requirement for the entire group to be in attendance at a Coordination Centre, the Chair is to ensure that the entire Group is kept informed of the situation and actions of the Group.

The Group will Stand Down only after the decision to cease activity has been made from the Chair and the DDC. Once the Group has Stood Down a final Situation Report will be compiled and sent to the District Group.

### 1.17.2 District Disaster Coordinator

Under Section 47 of the Act the DDC may direct the LDMG to activate the group in response to a event or potential event.

District disaster coordinator may give directions

(1) A district disaster coordinator for a disaster district may give a local group in the district a written direction about the performance of the group's functions if satisfied it is necessary to give the direction to ensure the functions are performed appropriately.

(2) Before giving the direction, the district disaster coordinator must consult with the chairperson of the local group.

(3) Subject to subsection (4), the direction must be written.

(4) The direction may be given orally if the district disaster coordinator is satisfied it is not practicable to give a written direction in all the circumstances.

(5) If the direction is given orally, the district disaster coordinator must put it in writing as soon as reasonably practicable.

(6) The local group must comply with the direction.

## 1.18 Reporting Requirements

The LDC of the Mornington Group is responsible for the administrative and reporting obligations of the Group. The following reporting must be undertaken by the Group:

Report	Submitted to	Frequency	Format
Meeting Minutes	DDMG / SDMC	Following every meeting	Council Minutes
LDMG Report	DDMG / SDMC	Yearly	Issued by SDMC
LDMG Membership	DDMG / SDMC	Yearly	With above
Situation Report(s)	DDMG	As negotiated	As issued
Activation Report	DDMG	As required	Issued by DDMG

## 2 LOCAL DISASTER MANAGEMENT GROUP

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Under the Disaster Management Act 2003 (section 29) a local government must establish a Local Disaster Management Group for the local government area. The roles and responsibilities for the core group are detailed in the Terms of Reference in section 1.3 of this plan.

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

This list contained in Annexure A – Agency Roles and Responsibilities of the State Disaster Plan is not exhaustive; it focuses on the roles and responsibilities of agencies at the State level only. Importantly, this list aims to ensure, from a whole-of-government perspective, that all accountabilities of the State government with respect to disaster management have been addressed.

## 3 DISASTER RISK ASSESSMENT

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### 3.1 Community Context

#### 3.1.1 Geography

Mornington Island is the largest Island in the Wellesley group with an area of 700km. Located in the South-West of the Gulf of Carpentaria the island has one populated town Gununa on the South West side of the island. There are numerous outstations on the Island that are populated by family group from time to time. The other island in the Wellesley group have a number of outstations located on them the largest being Bentinck Island, Sweers Island has a permanent fishing lodge with two permanent residents.

The Island is moderately vegetated in the central areas with numerous open tidal plains across the island. The Island is reasonably flat with more elevation on the Northern Side of the Island.

There are no river systems on the island however low-lying areas are prone to flooding.

#### 3.1.2 Climate and Weather

Mornington Island experiences the extreme of summer hot days combined with a wet season from November to March and a cooler and dry winter. The Shire can experience severe Cyclones during the wet season. Dust storms and smoke haze can occur often during the dry months.

Rain events are common during the summer months, but winter rain has been experienced at times. The weather radar is on the Island, which covers the Gulf.

#### 3.1.3 Population

The population of the Island is 1,600 (community census). The population is predominantly Indigenous (73.1%) and mostly resides in the main town area.

#### 3.1.4 Vulnerable People

Elderly and infirmed individuals in the community are known to the care providers.

#### 3.1.5 Community Preparedness

Residents of the Mornington Shire are resilient and accustomed to the regular storms and severe weather that accompanies the wet season in the area.

#### 3.1.6 Industry

Industry in the Mornington Shire is predominately council employment; there is no agricultural or manufacturing industry.

#### 3.1.7 Critical Infrastructure

Critical infrastructure includes power, water, sewage, roads and essential services buildings.

#### 3.1.8 Electrical Supply

Mornington Shire is powered by a diesel generator.

#### 3.1.9 Water Supply

Water supply is treated dam supply.

#### 3.1.10 Sewerage

The Island is serviced by a sewage system.

### 3.1.11 Roads

There are a number of unsealed roads on the Island.

### 3.1.12 Mornington Island Airport

<b>Mornington Island Airport Details</b>	
<b>Aerodrome Name</b>	Mornington Island
<b>IATA/ICAO</b>	ONG/YMTI
<b>State</b>	Queensland
<b>Position</b>	S16°39.8' E139°10.7' VAR 5 DEG East
<b>Elevation</b>	33 ft. AMSL
<b>Aerodrome Operator</b>	The Mornington Shire Council Chief Executive Officer Mornington Shire Council I Mission Road, Gununa, Qld, 4892 Ph. : 07 4745 7801 Fax : 07 4745 7275 Mob : 0437 999 754 Email: <a href="mailto:ceo@mornington.qld.gov.au">ceo@mornington.qld.gov.au</a>
<b>Aerodrome Manager</b>	The Mornington Shire Council Mornington Island Aerodrome T:+61 (07) 4745 7276 M: 0447 676 294
<b>Aerodrome Reporting Officers</b>	Mornington Island Aerodrome M: 0447 676 294, A/H: (07) 4745 7334
<b>Primary Runway Details</b>	
<b>Designator</b>	09/27
<b>Magnetic Heading</b>	93 degree magnetic
<b>Runway Reference Code</b>	3C Non-Precision
<b>Runway Length / Width</b>	1515/ 30

<b>Sealed / Unsealed</b>	Sealed
<b>Runway Shoulders</b>	3.0 metres unsealed
<b>Runway Slope</b>	Slope 0.32% DOWN TO LEVEL
<b>Runway Strip Length / Width</b>	1635m/90m Graded Rwy strip width based on 90m approach/take-off inner length
<b>Clearway</b>	60 Metres
<b>Stop way</b>	Not Available
<b>Pavement Details</b>	RWY 09/27 <b>PCN 3/F/A/850(125PSI)/T</b>
<b>Wind Indicators</b>	Primary illuminated wind indicator located near apron One secondary non-illuminated wind indicator
<b>Cross Runway -<u>Decommissioned</u> / <u>inactive</u></b>	
<b>Designator</b>	12/30
<b>Magnetic Heading</b>	129 degree magnetic
<b>Runway Reference Code</b>	1A Non-Instrument
<b>Runway Length / Width</b>	796/ 18
<b>Sealed / Unsealed</b>	Red gravel <b>unrated</b>
<b>Runway Shoulders</b>	Sealed
<b>Runway Slope</b>	Slope 0.0% down to level
<b>Runway Strip Length / Width</b>	916m/60m Graded
<b>Clearway</b>	60 Metres
<b>Stop way</b>	Not Available
<b>Pavement Details</b>	Red Gravel, Unrated
<b>Standard Operation Aircraft ref:AC 139-25</b>	
<b>PN &lt;3</b>	All light aircraft under 5000kg

<b>Mid operational weights or pavement exemption.</b>	SAAB 340 A,B (Exemption RTP) <b>PN4-6</b> Cessna 550S2, Cessna Citation 3, Learjet 24F, Lear 35A, Jetstream 31,32, Jetstream 41, Dassault Falcon 900, BAe 125 -800, King Air 90/200/350 All current types of medium to heavy operational helicopters utilise in AU
<b>Upgraded pavement loading and length</b>	Bombardier Dash 8-300 <b>PN8</b> , Lockheed C130-H <b>PN23</b> , Lockheed C130-JH <b>PN27</b> , C-27J Spartan PN8 @440kpa
<p>Generally, it is acceptable to exceed a runway's published PCN by 10% without causing distress to the runway, therefore based on this the existing aircraft can comply with runway strength limits except for the C130J. The current RTP service has a pavement exemption for the operational conditions of the aircraft, landing and taking off on the runways may cause damage to the pavement surface and sub-base over a extended period of operations.</p> <p>Increasing the length and width of the runway to be able to accept Code 3 aircraft like a Dash 8-400 currently operated by Qantas could be a future goal for Council, Code 3 aircraft are not restricted to operating only at a Code 3 airport, Council has the option of meeting the operational standards but not increasing the airports classification.</p>	
<b>RPT Flights</b>	<i>Morning -Mt Isa to Cairns via Mornington (six days a week)</i>
	<i>Afternoon- Cairns to mt Isa via Mornington (six days a week)</i>
<b>Other</b>	RFDS (as required), Charter (as required), Private (limited)
<b>Aircraft Fuel</b>	<b><i>Not available</i></b>
<b>axillary power</b>	<i>available</i>
<b><i>LDMG Control Centre( Tavern)</i></b>	
<b>Main room</b>	<i>Cat2/3</i>
<b>Rear area</b>	<i>Concrete roof and block walls unrated should be Cat 4/5</i>
<b>axillary power</b>	Available via portable generator (2400 -500 watts) only

There is a Council owned Airport. Regular flights from Mornington Island to Mount Isa and Cairns

Airport Codes:	ONG YMTI		
Type:	Local Airport (Light Traffic)		
Scheduled airline Service:	Yes		
Latitude:	-16.662500	16 39.750023 S	S16 39 45
Longitude:	139.177994	139 10.679626 E	E139 10 40
Field Elevation:	33ft / 10m MSL		
Magnetic Variation:	5.4°E		

09/27 4,987 x 98ft (1,520 x 30m) – other (PER) – lighted

12/30 2,480 x 59ft (759 x 18m) – gravel – not lighted

### 3.1.13 Barge

The barge service is operated weekly from Karubmba, this is the normal method of transferring goods to and from the island. There is a loading and unloading facility at Gununa.

### 3.1.14 Essential Services

Mornington Island:

- Queensland Ambulance
- Queensland Police
- Queensland Health (inpatient facility)
- SES
- Rural Fire Service

### 3.1.15 Hazardous Sites

There are no hazardous facilities on the island.

### 3.1.16 Public Buildings, Spaces and Events

The Mornington Shire has no areas that would be considered high density

### 3.1.17 Neighbour Relationships

The Mornington Shire has good working relationships with all neighbouring shires.

## 3.2 Hazards

The Risk Management record draws heavily on information in the Mornington Natural Disaster Risk Management Study.

## 3.3 Risk Assessment

### 3.3.1 Risk Analysis and Evaluation

The Risk Assessment was conducted by AECOMs in January 2013

## 18.2 Intolerable Risks

The analysis has not nominated any extreme risks and therefore no risks have been identified as intolerable.

## 18.3 Tolerable subject to ALARP

The ALARP Process aims to determine what, if any, control measures will reduce the risk to a tolerable level. At the conclusion of the analysis, the risk severity may not have been reduced. However, it is entirely appropriate and acceptable to tolerate the risks, provided that the risks are known and managed.

The ALARP analysis will focus on current controls in place and whether any control implementation or improvement opportunity will shift the risk rating and hence the tolerability rating.

Another factor that needs to be questioned is whether a change in the confidence of the risk rating would make the risk more tolerable according to Table 25.

For the purposes of this project the treatment process in Section 18.1 of this report will be used to assess ALARP.

The following risks have been identified as tolerable subject to ALARP:

Table 26 Summary of risks identified as tolerable subject to ALARP

Risk Statement (Potential for)	Flooding	Cyclone	Thunderstorm	Wildfire	Storm Surge	Tsunami	Earthquake
<b>INFRASTRUCTURE AND BUILDINGS</b>							
Loss of supplies to community		✓					

## 18.4 Broadly Acceptable Risks

The risks that are broadly acceptable and based on the continuing vigilance to existing preventative and preparedness controls are listed in the risk register and as per the definition of broadly acceptable will not require further analysis and discussion.

The following risks have been identified as broadly acceptable:

Table 27 Summary of risks identified as broadly acceptable

Risk Statement (Potential for)	Flooding	Cyclone	Thunderstorm	Wildfire	Storm Surge	Tsunami	Earthquake
<b>PEOPLE</b>							
Residents possessions to be damaged or lost	✓	✓	✓	✓	✓	✓	✓
People to be isolated	✓	✓	✓	✓	✓	✓	✓
Homelessness among community residents	✓	✓	✓	✓	✓	✓	✓
<b>ENVIRONMENT</b>							
Widespread environmental damage	✓	✓	✓	✓	✓	✓	✓
Climate change impacts							
<b>ECONOMY</b>							
Employment to be impacted	✓	✓	✓	✓	✓	✓	✓
<b>PUBLIC ADMINISTRATION</b>							
Council administration and functions to be impacted	✓	✓	✓	✓	✓	✓	✓
Public administration to be impacted	✓	✓	✓	✓	✓	✓	✓

## 4 CAPACITY BUILDING

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Capacity is a combination of the capability and the resources available to the LDMG that can reduce the level of risk, or the effects of a disaster. Capacity can be built through a combination of training and exercise programs targeted to specific local requirements.

The practice of Continuous Improvement involves processes and arrangements being regularly reevaluated and improved to ensure they remain relevant, efficient, effective and flexible.

### 4.1 Community Awareness

There is an ongoing public awareness program conducted through the MISC using existing proven community engagement,

This Program comprises the following elements:

- a. Publications explaining flooding and emergency procedures;
- b. Preparation of media releases explaining flooding preparedness and emergency procedures;
- c. Publications prepared by statutory services detailing the measures that should be taken to prevent, minimize and deal with the effects of emergency situations; and
- d. Ongoing media campaign to encourage the public to 'Be Aware'

Stocks of these publications will be made available to the public by Council.

A local public education campaign should be held at Mornington Island using these materials.

Public information is that information which is passed on to the public prior to, during and after a Disaster such as warnings and directions.

Due to the remote location of Mornington Island, it is unlikely

Providing such information is not urgent, the Disaster Management information will be passed to radio and television media for dissemination to the public of as directed by the Controlling Authority. However, where there is insufficient time for this means of dissemination, it will be necessary to inform the public directly and this will become a task for the LDMG.

All outside media inquiries are to be directed to the Chairperson or their delegate.

“LDMGs and DDMGs have a joint responsibility to ensure their community is prepared and resilient for potential events as available resources will allow. It is important to acknowledge that hazards and community characteristics may be similar across local government and media broadcast areas will routinely overlap local government boundaries. In recognition of these facts, LDMGs should identify opportunities for consistent messaging, joint programs and commonalities in conjunction with the relevant DDMG.

The LDMG can also add community awareness by identifying and consulting on consistencies and inconsistencies across local, district and state boundaries may wish to coordinate consistent community awareness programs with their jurisdictional neighbours.

LDMGs should develop a community awareness program targeted at addressing the specific needs of local communities through:

- Community awareness events;
- Joint projects and opportunities for community engagement; and
- Social marketing projects.”

The Mornington Shire will ensure that public education material in relation to natural hazard events is available on the Council website on a page specifically dedicated to Local Disaster Management.

Prior to the onset of the traditional wet season additional public education will be undertaken by the SES and QFES. The focus of this education will be school aged children.

## 4.2 Training

The Mornington Local Disaster Management Group will undertake disaster management training in line with the Queensland Disaster Management Training Framework.

## 4.3 Exercises

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

A hot debrief will be conducted immediacy following the exercise, a debrief will be conducted in the format of Strengths, Weaknesses, Opportunities and Threats (SWOT):

Strengths	<i>Characteristics of the team that give it an advantage over others</i>
Weaknesses	<i>Are characteristics that place the team at a disadvantage relative to others</i>
Opportunities	<i>External chances to improve performance in the environment</i>
Threats	<i>External elements in the environment that could cause trouble for the team</i>

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

### P2OST2E Categories

People	<i>Roles, Responsibilities and Accountabilities</i>
Process	<i>Includes Plans, Policies, Procedure and Processes</i>
Organisation	<i>Structure and Jurisdiction</i>
Support	<i>Infrastructure, Facilities and Maintenance</i>
Technology	<i>Equipment, Systems, Standards, Interoperability and Security</i>
Training	<i>Capability qualifications / Skill level and Identify courses required</i>
Exercise Management	<i>Exercise development, Structure, Management and Conduct</i>

## 4.4 Post Disaster Assessment

Following any operational activity, the LDMG will meet to identify and adopt any lessons that can be learnt from the actions taken during the response to continuously improve the LDMP. The LDMP has been delegated the role of continually reviewing and assessing the effectiveness of disaster management. Immediately following an event a HOT debrief will be conducted as detailed in the Exercises heading. A post full post event review will be conducted with the results including any corrective actions to be disseminated to the LDMG members and the LDC of the District Group.

## 5 RESPONSE STRATEGY

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The Mornington Shire has access to the staff and equipment to deal with the majority of events that threaten the shire. Widespread damage or multiple events would require the resources of the shire to be supplemented by the district group.

Mornington has predominantly activated severe weather events including significant rainfall and cyclones/tropical lows. The Island can experience flooding in known areas however this rarely impacts residential areas. Cyclones are a common occurrence in the gulf and have the potential to cause significant damage to the community, due to the remote nature of the Island there would be significant logistical complications in providing support from the mainland.

During major or prolonged flooding, the LDMG may need to request a resupply of essential goods due to the normal transport route (via Karumba) being impassable.

The Mornington Shire has the capability to manage events that occur in the shire on a regular basis, these include minor to moderate flooding, fires with minimal structural damage and short duration storms.

Larger scale events in the shire or multiple events would require the support of outside agencies. The shire has the capacity to effect small scale evacuations however larger scale evacuation with prolonged shelter phases would require assistance from outside of the shire.

Whilst the shire has access to a range of services it recognises the limitations within these services. An example of this is that lack of a surgical facility in the shire.

Events that would be beyond the capacity of the shire would include, but not be limited to:

- Severe Tropical Cyclone (above Category 3)
- Flash flooding of significant dwellings,
- Earthquake with multiple structural failures,
- Exotic animal disease,
- Events that require long term housing for evacuated persons, and
- Events with multiple fatalities or multiple serious injuries.

### 5.1 Operational Planning

The Concept of Operations document is held separately to this Plan.

The Concept of operations document is known as the working papers and is a summary of this document design to assist LDMG in times of disaster by providing quick access to important information contained in this plan.

The COO details the stages of activations of the group and the roles of the staff in the coordination centre. Within the COO document there is a large portion of operational plans, these plans detail items that should be covered during different phases or actions of the response.

### 5.2 Management of Residual Risks

Throughout the risk management process there will be residual risks. These are the risks to the shire that cannot be reduced within the capacity of the shire.

For the Mornington shire there will be two main residual risks:

- Staffing: It is recognised that the shire will lack the staff or specialised skill sets that may be required during an event. These identified residual risks will be referred to the DDMG for inclusion in the district disaster management plan.

- **Engineering:** In order to remove or significantly reduced certain risks modification assets through engineering will be required. As an example, in order to flood proof, the highway to Townsville all bridges and roads must be constructed above Q100. Residual risk will remain where these engineering modifications are not cost effective for the risk posed, this residual risk will be accepted by the shire.

### 5.3 Warning Notification and Dissemination

Public information during the response phase of a disaster management operation provides the community with awareness of hazards and information about events and recommended actions, such as local evacuation arrangements and specific measures available for vulnerable groups (e.g. the elderly, ill and people with a disability).

Traditional media, including radio, television and print, is used for public information in most events, however local governments and emergency service agencies should also use social media, local warning systems, websites and other channels to provide information to stakeholders and the community.

The BoM is responsible for issuing meteorological warnings such as severe weather warnings, tropical cyclone advice, and tsunami warnings. Local governments should constantly monitor these messages to ensure situational awareness. Warnings about incidents such as bushfire, biosecurity threats, chemical spills, dams and water releases are issued by the relevant functional lead agency.

The notification and dissemination of information and warnings does not rely on the activation of a disaster management group. Rather, they should be the automatic responsibility of disaster management agencies, regardless of the status of activation of a disaster management group.

The Watch Desk – the 24/7 disaster monitoring unit in the SDCC – is key in disseminating warnings from BoM to agencies across all levels of Queensland's disaster management arrangements. Additionally, the Watch Desk is the primary authority for disseminating non-opt-in warnings via the EA system

### 5.4 Activation of Response Arrangements

Timely activation of the LDMG is critical for an effective response to an event. The decision to activate is dependent upon several factors including the perceived level of threat. The activation of the QDMA may either be bottom up or top down. Bottom up activations escalate up through the disaster management arrangements where the LDMG requires support and top down activations involve escalation down through the arrangements from the SDMC where the imminent threat has a broader implication across the State.

The QDMA are activated using an escalation model based on the following levels:

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

The movement of disaster management groups through this escalation phase is not necessarily sequential, rather is based on flexibility and adaptability to the location and event. Activation does not necessarily mean the convening of the LDMG, rather the provision of information to group members regaining the risks associated with a pending hazard impact

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

Activation	Triggers	Actions	Communications
<b>Alert</b>	<ul style="list-style-type: none"> <li>• Awareness of a hazard that has been the potential to affect the local government area</li> </ul>	<ul style="list-style-type: none"> <li>• Hazard &amp; risks identified</li> <li>• Information sharing with warning agency</li> <li>• LDC contacts QFES</li> <li>• Initial advice to all stakeholders</li> </ul>	<ul style="list-style-type: none"> <li>• Chair</li> <li>• LDC <i>on mobile remotely</i></li> </ul>
<b>Lean Forward</b>	<ul style="list-style-type: none"> <li>• There is a likelihood that threat may affect local government area</li> <li>• Threat is quantified but may not yet be imminent</li> <li>• Need for public awareness LDMG is now to manage the event</li> </ul>	<ul style="list-style-type: none"> <li>• QFES and LDC conduct analysis of predictions</li> <li>• Chair and LDC on watching brief</li> <li>• Confirm level &amp; potential of threat</li> <li>• Check all contact details</li> <li>• Commence cost capturing</li> <li>• Conduct meeting with available</li> <li>• LDMG Council staff prepare for operations</li> <li>• Determine trigger point to stand up</li> <li>• Prepare LDCC for operations</li> <li>• Establish regular communications with warning agency</li> <li>• First briefing core members of the LDMG</li> <li>• LDC advises DDC of lean forward &amp; establishes regular contact</li> <li>• Warning orders to response agencies</li> <li>• Public information &amp; warning initiated</li> </ul>	<ul style="list-style-type: none"> <li>• Chair</li> <li>• LDC</li> <li>• LDMG members <i>on mobile and monitoring email remotely Ad-hoc reporting</i></li> </ul>
<b>Stand Up</b>	<ul style="list-style-type: none"> <li>• Threat is imminent</li> <li>• Community will be or has been impacted</li> <li>• Need for coordination in</li> <li>• LDCC</li> <li>• Requests for support received by LDMG agencies or to the LDCC</li> <li>• The response requires coordination</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting of LDMG Core Group LDCC activated</li> <li>• Rosters for LDCC planned implemented</li> <li>• Commence operational plans</li> <li>• Local Government shifts to disaster operations</li> <li>• LDMG takes full control</li> <li>• SOPs activated</li> <li>• Core group of LDMG located in LDCC</li> <li>• Commence SITREPs to DDMG</li> <li>• Distribute contact details</li> </ul>	<ul style="list-style-type: none"> <li>• Chair</li> <li>• LDC</li> <li>• LDMG members <i>present at LDCC, on established land lines and / or mobiles, monitoring emails</i></li> </ul>

Activation	Triggers	Actions	Communications
		<ul style="list-style-type: none"> <li>• DDMG advised of potential</li> <li>• requests for support</li> </ul>	
<b>Stand Down</b>	<ul style="list-style-type: none"> <li>• No requirement for coordinated response</li> <li>• Community has returned to normal function</li> <li>• Recovery taking place</li> </ul>	<ul style="list-style-type: none"> <li>• Final checks for outstanding requests</li> <li>• Implement plan to transition to recovery</li> <li>• Debrief of staff in LDCC</li> <li>• Debrief with LDMG members</li> <li>• Consolidate financial records</li> <li>• Hand over to Recovery</li> <li>• Coordinator for reporting</li> <li>• Return to local government core business</li> <li>• Final situation report sent to DDMG</li> </ul>	<ul style="list-style-type: none"> <li>• LDMG members <i>involved in recovery operations resume standard business and after hours contact arrangements</i></li> </ul>

## 5.5 Role of the Local Disaster Coordination Centre – Operation and Management

The main aim of the LDCC is to coordinate resources and assistance in support of local agencies and stakeholders who are engaged in disaster operations.

The primary functions of a LDCC revolve around three key activities:

- Forward planning;
- Resource management; and
- Information management.

In particular, the LDCC is responsible for the:

- Analysis of probable future requirements and forward planning including preliminary investigations to aid the response to potential requests for assistance;
- Implementation of operational decisions of the LDC;
- Advice of additional resources required to the DDMG; and
- Provision of prompt and relevant information to the DDMG concerning any disaster event occurring within their district.

The LDC has overall responsibility for the establishment and operation of the LDCC. The LDC should ensure appropriate levels of staff are identified and trained in operation of the LDCC. LDCC training would form a component of the LDMG training program. To support the operation of the LDCC, Standard Operating Procedures (SOPs) should be developed and utilised to inform training.

## 5.6 Queensland Fire and Emergency Service – Partnerships

The QFES is a vital part of the QDMA, providing a response capability on behalf of the LDMG to assist communities in times of disaster or emergency situations. State and Local Governments maintain an important partnership in assisting SES volunteers to provide a valuable volunteer emergency service to their local communities.

The functions of the SES are to:

- Perform search and rescue or similar operations;
- Help injured persons or protect persons or property from danger or potential danger; and

- Conduct other activities to help communities prepare for, respond to and recover from an event or disaster.

The SES also provides valuable assistance to other emergency service agencies in disaster or emergency situations.

The SES Local Controller should ideally be a member of the LDMG and will be able to assist with planning and procedures surrounding activation and operations of SES groups in local government areas.

## 5.7 Declaration of a Disaster Situation

In accordance with s. 64 of the Act, a DDC may, with the approval of the Minister, declare a disaster situation for the district or one or more local government areas within the district in whole or in part. As outlined in section 75 and section 77 of the Act, the declaration confers extra powers on particular groups to perform actions, give directions and control movements within the declared area.

In declaring a disaster situation, the DDC is to be satisfied that a disaster has happened, is happening or is likely to happen and it will be necessary, or reasonably likely to be necessary, to exercise declared disaster powers to prevent or minimise the loss of human life, illness or injury to humans, property loss or damage, or damage to the environment. Before declaring a disaster situation, the DDC is to take reasonable steps to consult with each local government under the Act to manage disaster operations in their area.

It is important to note that the declaration of a disaster situation relates to the situational requirement for additional powers and is not linked to the activation of particular disaster management groups under the QDMA or the activation of disaster financial assistance arrangements. All three actions are independent processes and are not interlinked or conditional. The declaration of a disaster situation does not impact the requirements of a local government under the Act to manage disaster operations in their area.

## 5.8 Operational Reporting

### 5.8.1 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 DDCC, the LDMG will be required to develop a SITREP to be forwarded regularly from the LDCC to the DDCC. If an event is contained within a local government area and has not progressed to DDCC 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.

### 5.8.2 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.

## 5.9 Financial Management

Due to the nature of many disaster situations, finance operations will often be conducted with compressed time constraints and other pressures, necessitating the use of non-routine procedures. This in no way lessens the requirement for sound financial management and accountability.

The LDMG should predetermine event-related financial management arrangements to ensure costs are appropriately endorsed and captured from the onset of operations.

The LDC, consultation with the LDMG Executive Team, is responsible for establishing and maintaining financial management procedures for the LDCC. Each support agency is responsible for providing their own financial services and support to its response operations relevant to their agency.

### 5.9.1 Authority to Expend Funds

Each participating agency should predetermine the type and limit of expenditure permitted (individual expense and cumulative expense) by their group members without further reference to senior management.

This also includes predetermining management processes for the expeditious financial authorisation of support and relief staff, as may be required.

### 5.9.2 Document Management

When an event occurs, each participating agency should immediately begin accounting for personnel and equipment costs relating to disaster operations. Reimbursement is not an automatic process and requires solid evidence of disaster-related expenditure. Care and attention to detail must be taken throughout the disaster operations period to maintain logs, formal records and file copies of all expenditure (including personnel timesheets), in order to provide clear and reasonable accountability and justifications for future audit and potential reimbursement purposes.

The LDMG will ensure that expenditure is in line with LG procurement processes.

## 5.10 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

The intent of the State Disaster Relief Arrangements (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 DFRA. As a result, SDRA can address a wider range of disaster events and circumstances where personal hardship exists.

## Disaster Relief and Recovery Arrangements

The intent of the Disaster Relief and Recovery Arrangements (DRFA) is to assist the relief and recovery of communities whose social, financial and economic wellbeing has been severely affected by a disaster event.

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

To claim for expenditure reimbursement under SDRA and DRFA arrangements:

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

## 6 PUBLIC HEALTH

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Maintenance of sewage, water and domestic refuse services are the responsibility of the Mornington Shire.

Vector control is undertaken by the Mornington Shire, these services are increased during flood events due to the increase in insect activity.

Specialist public health advice is available through Queensland Health Public and Environmental health services.

## 7 EVACUATIONS AND EVACUATION CENTRE MANAGEMENT

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Mornington LDMG has the capacity and capability to conduct and support the evacuation of small numbers of persons from effected areas of the town to non-effected areas of the town. 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.

### 7.1 Evacuation Centres

The table on the following page lists the buildings which have been identified as potential evacuation centres subject to their adequate provision.

Mornington Shire will request bedding and other materials required from District and make them available to the shelters on their activation.

### 7.2 Evacuation Centre Management

Mornington Shire will appoint welfare centre managers for each centre in consultation with the owners of each centre. Local welfare is usually coordinated under the auspices of the SES, through a Welfare Officer. The managers will be responsible for welfare arrangements on a daily basis.

#### 7.2.1 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 feedback 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

## 8 IMPACT ASSESSMENT

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Following and even the Local Disaster Management Group will coordinate the assessment of damage to the community and infrastructure. If specialised skills are required (Building inspections) the LDMG will request support from the District Group.

Following evacuation, the LDMG will coordinate damage assessment of critical infrastructure, essential services and dwellings prior to the return phase of the evacuation operation.

## 9 APPROVAL OF EXECUTIVE MEMBERS

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This plan was approved by the Mornington Shire Council on the [Click or tap to enter a date..](#)

This plan is endorsed by the Chair of the Local Disaster Management Group

[Click or tap to enter a date.](#)

Mayor Kyle Yanner

Chair – Mornington Local Disaster Management Group

This plan has been agreed to and accepted by the Mornington Shire Council through resolution.

## 10 SUB-PLANS

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Sub-plans to Mornington Shire Council's LDMP include:

- Community Profile
- Evacuation Plan
- Recovery Plan

\*\*\*Separate documents to the LDMP and will be listed as attachments\*\*\*