



LOCAL DISASTER MANAGEMENT PLAN

Version 1.1(March 2010)

QFCI

Date:

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Exhibit Number:

313



Foreword from Chair of LDMG

This Disaster Management Plan has been developed by the Moreton Bay Regional Council Disaster Management Group to provide comprehensive emergency management of disaster events within the Region.

In line with the *Disaster Management Act 2003*, the aim of the plan is to minimise the impact of hazards on local communities by ensuring a coordinated approach and effort towards risk management. This process requires the development and maintenance of planning partnerships at both Local and State levels.

The plan is designed to enhance the capacity of emergency service agencies, Council and other relevant organisations within the community to respond to events that may fall within their normal day-to-day activities. This can be achieved through the combined processes of risk analysis as recommended by Emergency Management Australia in conjunction with the Risk Management Standard AS/NZS 4360:2004.

This plan will be regularly reviewed to allow for consideration of amendments to incorporate any additional risk options that may be identified or be required with any changes in legislation and current best practice. Lessons learnt from the impact of hazards or other disaster situations that may occur could also be added.

Cr Brian Battersby
Moreton Bay Regional Council
Local Disaster Management Group - Chair

Dated: 13 April 2010

Endorsed by P.Ryan
10 February 2010

Pat Ryan - Superintendent
Disaster District Coordinator
Queensland Police Service
District Disaster Management Group

Dated: 16 April 2010



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Preliminaries

Authority to Plan

The authority to develop and maintain a Local Disaster Management Plan for the Moreton Bay Region is legislated under the provisions of Section 57(1) of the *Disaster Management Act 2003*.

Approval of Plan

This Plan has been approved by Council resolution on 23 March 2010 in accordance with the *Disaster Management Act 2003* Section 80(1)(b).

This Plan has also been reviewed and endorsed by the Executive Officer (on behalf of the Local Disaster Management Group) and District Disaster Coordinator of the Moreton Bay District Disaster Management Group on 10 February 2010.

Amendment Register and Version Control

Suggested amendments of this plan should be forwarded to:

The Executive Officer
 Local Disaster Management Group
 Moreton Bay Regional Council
 PO Box 159
 CABOOLTURE QLD 4510

Any changes to the intent of this document requires Moreton Bay Regional Council approval under the provisions of the *Disaster Management Act 2003* Section 80(1)(b).

Review and Renew Plan

Council will test the effectiveness of the plan at least annually in accordance with Section 59(2) of the Act. However, this does not preclude Council reviewing or renewing this plan as it is considered appropriate.

Disaster Management Plan Version Control

Version	Date	Prepared by	Comments
1.0	08.04.09	E. Davidson – Emergency Management Coordinator	Draft Approved by EMQ & LDMG
1.1	20.08.09 10.02.10	E. Davidson	Amended draft Approved by DDC – 10.2.2010 Approved by Council – 23.3.2010

Distribution List

The distribution list for this document is maintained as an annexure. (Refer List - L1).



Definitions & Abbreviations

Community	A group of people with a commonality of association and generally defined by location, shared experience, or function (<i>Australian Emergency Management Glossary</i>).
Consequence	The outcome of an event or situation expressed qualitatively or quantitatively, being a loss, injury, disadvantage, or gain (<i>Australian Emergency Management Glossary</i>).
Council	Where used means Moreton Bay Regional Council
DDC	Disaster District Coordinator - highest-ranking Police Officer for the district who is responsible for the coordination of disaster management activities for the Disaster District.
DDCC	Disaster District Coordination Centre - location from which disaster operations are coordinated and managed regionally.
DDMG DMA	Disaster District Management Group Disaster Management Act 2003
Disaster	A serious disruption in a community, caused by the impact of an event, that requires a significant coordinated response by the State and other entities to help the community recover from the disruption (<i>DMA 2003, S13 (1)</i>).
Disaster District	Means part of the state prescribed under a regulation as a disaster district. The Moreton Bay Region.
Disaster management	Arrangements about managing the potential adverse effects of an event, including, for example, arrangements for mitigating, preventing, preparing for, responding to and recovering from a disaster (<i>DMA 2003, S14</i>).
Disaster operations	Activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, including, for example, activities to mitigate the adverse effects of the event (<i>DMA 2003, S15</i>).
Disaster response capability	The ability to provide equipment and a suitable number of persons, using the resources available to the local government, to effectively deal with, or help another entity to deal with, an emergency situation or a disaster in the local government's area (<i>DMA 2003, S80(2)</i>).
Elements at Risk EMA EMQ	The population, buildings, civil engineering works, economic activities, public services and infrastructure etc. exposed to sources of risk. Emergency Management Australia Emergency Management Queensland
EPA	Environmental Protection Agency
ECC	Event Coordination Centre – location from which disaster operations are coordinated and managed by Local Government.
Event	An event means any of the following: <ul style="list-style-type: none"> ▪ a cyclone, earthquake, flood, storm, storm tide, tornado, tsunami, volcanic eruption or other natural happening; ▪ bushfire; ▪ an explosion or fire, a chemical, fuel or oil spill, or a gas leak; ▪ an infestation, plague, or epidemic; ▪ a failure of, or disruption to, an essential service or infrastructure; ▪ an attack against the State; or ▪ another event similar to the above events. An event may be natural or caused by human acts or omissions (<i>DMA 2003, S16(1)&(2)</i>).
Hazard	A source of potential harm, or a situation with a potential to cause loss (<i>EMA, Emergency Management in Australia, 2004</i>).
LDMG	Local Disaster Management Group
Likelihood	Used as a general description of the probability or frequency. (<i>Australian Emergency Management Glossary</i>)
NDRRA	Natural Disaster Relief and Recovery Arrangements
Mitigation	Measures taken in advance of a disaster aimed at decreasing or eliminating its impact on society and environment (<i>Australian Emergency Management Glossary</i>).



Preparedness	Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. (<i>Australian Emergency Management Glossary</i>).
Prevention	Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated. (<i>Australian Emergency Management Glossary</i>)
QF&RS	Queensland Fire & Rescue Services
QPS	Queensland Police Service
Reconstruction	Actions taken to re-establish a community after a period of rehabilitation subsequent to a disaster. Actions would include construction of permanent housing, restoration of all services, and complete resumption of the predisaster state (<i>Australian Emergency Management Glossary</i>).
Recovery	The coordinated process of supporting emergency-affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic, and physical well-being (<i>Australian Emergency Management Glossary</i>).
Rehabilitation	The operations and decisions taken after a disaster with a view to restoring a stricken community to its former living conditions, whilst encouraging and facilitating the necessary adjustments to the changes caused by the disaster (<i>Australian Emergency Management Glossary</i>).
Relief	The provision of immediate shelter, life support and human needs of persons affected by, or responding to, an emergency. It includes the establishment, management and provision of services to emergency relief centres (<i>Australian Emergency Management Glossary</i>).
Residual risk	Level of risk remaining after implementation of risk treatment (<i>AS/NZS 4360:2004</i>).
Response	Actions taken in anticipation of, during, and immediately after, an emergency to ensure its effects are minimised and that people affected are given immediate relief and support. (<i>Australian Emergency Management Glossary</i>).
Risk	The chance of something happening that may have an impact on the safety and wellbeing of your community. It includes risk as an opportunity as well as a threat and is measured in terms of consequences and likelihood (<i>Adapted from AS/NZS 4360:2004</i>).
Risk control	That part of risk management, which involves the provision of policies, standards, and procedures to eliminate, avoid, or minimise adverse risks facing a community. (<i>Adapted from Australian Emergency Management Glossary</i>).
Risk identification	The process of identifying what can happen, why, and how (<i>Australian Emergency Management Glossary</i>).
Risk management	The culture, processes, and structures that are directed towards realising potential opportunities whilst managing adverse effects (<i>AS/NZS 4360:2004</i>).
Risk Management Process	The systematic application of management policies, procedures and practices to the tasks of communicating, establishing the context, identifying, analysing, evaluating, treating, monitoring and reviewing risk. (<i>Australian Emergency Management Glossary</i>).
Risk reduction	Actions taken to lessen the likelihood, negative consequences, or both, associated with a risk (<i>AS/NZS 4360:2004</i>).
Risk Register	A listing of risk statements describing sources of risk and elements at risk with assigned consequences, likelihoods and levels of risk.
Risk transfer	Shifting the responsibility or burden for loss to another party through legislation, contract, insurance, or other means. Risk transfer can also refer to shifting a physical risk, or part thereof, elsewhere. (<i>Australian Emergency Management Glossary</i>).
Risk treatment	Process of selection and implementation of measures to modify risk (<i>AS/NZS 4360:2004</i>).
Serious disruption	Serious disruption means: <ul style="list-style-type: none"> (a) loss of human life, or illness or injury to humans; or (b) widespread or severe property loss or damage; or (c) widespread or severe damage to the environment (<i>DMA 2003, S13(2)</i>).
SDMG	State District Management Group
SDRA	State Disaster Relief Arrangements
SEWS	Standard Emergency Warning Signal – signal used in assisting delivery of public



warnings and messages for major emergency events.

SOP Standard Operating Procedures

Source of Risk Source of potential harm e.g. bushfire, cyclone etc.

Community Context

Geography

[Moreton Bay Regional Council](#) covers 2011 sq km and had a population of 337,846 on its inception on 17 March 2008. The region's growth rate of 4% means the area will be home to almost 490,000 people in 2026.

The Council will share borders with Sunshine Coast Regional Council to the north, Somerset Regional Council to the west and Brisbane City Council to the south.

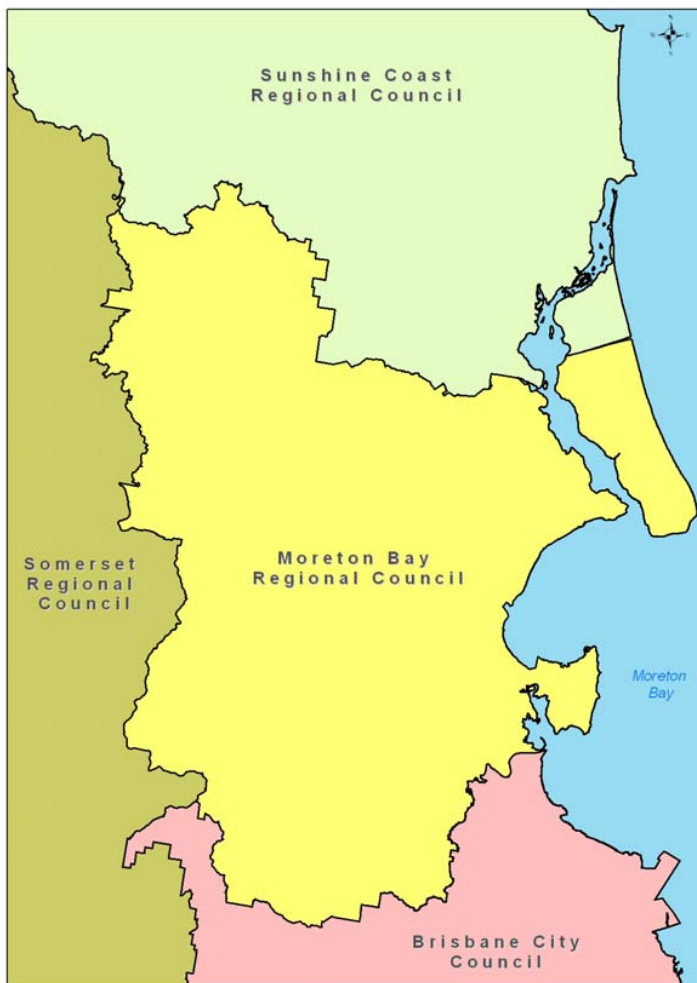


Figure 1 – Moreton Bay Region Boundaries

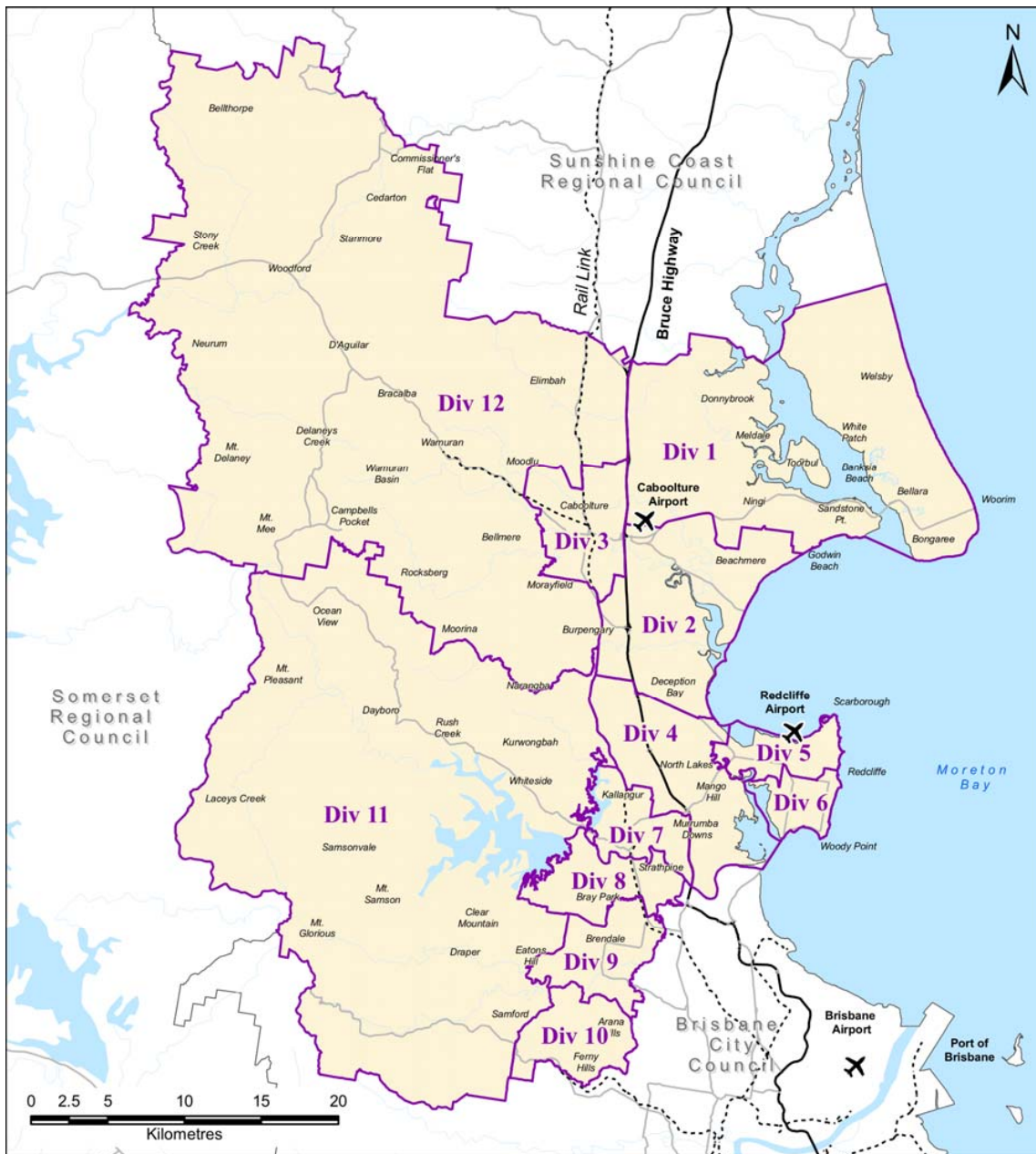


Figure 2 – Internal Jurisdictional boundaries
 Caboolture District – Divisions 1, 2, 3, 12 and parts of 4 and 11
 Pine Rivers District – Divisions 7, 8, 9, 10 and parts of 4 and 11
 Redcliffe District – Divisions 5 and 6



Physical Setting

Topography

Moreton Bay Region has coastal, urban and rural areas.

The region's diverse terrain can be described as undulating coastal plain that is bordered to the west by the higher country of the Conondale and D'aguilar Ranges. The transition from coastal plain to foothills marks the line of the Bracalba Fault in the north and the Normanby Fault in the south.

The immediate offshore topography and tidal regime is also highly significant to an understanding of the nature of many hazards that affect the area. Deception Bay is one of the shallower parts of Moreton Bay with depths typically less than 15m.

Bribie Island is separated from the mainland by the Pumicestone Passage. The island is approximately 32km long and 8km across at its widest point. Only the southern part of the island is included in the region.

The region also encompasses the flood plain of the Pine River which has two branches – north and south. The North Pine has five major tributaries of Kobble Creek, Lacey's Creek, Terrors Creek, Browns Creek and Sideling Creek, while the South Pine has Samford Creek, Dawsons Creek and Cedar Creek as its main tributaries. Sideling Creek is dammed to form Lake Kurwongbah (about 3.5 sq. km in area) and the North Pine is dammed to form Lake Samsonvale (29.3 sq. km in area).

Vegetation

Vegetation within Moreton Bay Region varies from the dune and mangrove communities along the coast, the wetlands of Hays Inlet and the Pine Rivers estuaries, the paperbark and eucalypt forests of the lowland areas to the rainforests of the western ranges.

Extensive areas have been cleared of natural vegetation to make way for cropping, orchards and grazing (especially dairying) as well as urban development.

There are also extensive areas of hobby farming within the Region.

Climate and Weather

Moreton Bay Region lies on the coast of Queensland just north of Brisbane City and consequently has a moist sub-tropical climate. Rainfall is seasonal, with the heaviest rain occurring during the summer months. Rainfall and temperatures however are modified by altitude on the western side of the region. The more extreme rainfall is associated with tropical cyclones of which only 15 have passed within 100km of the region in the past 100 years.

Demographics

Moreton Bay Regional Council area has a population of approximately 337,846 people. Statistically the region is amongst the most culturally diverse area in Australia, hosting 129 cultural communities. This can be broken down to percentage by age:

Age Group	% of total population (ABS 2006 Census)
Under 15	22.5
15-24	12.7
25-39	19.8
40-54	21.3
55-69	15.5
70-89	7.8
90+	0.4



Transport Infrastructure

The region is heavily reliant on its external transportation links.

Main Roads

Highways: The main highway link through the region is the Bruce Highway which links the area with Brisbane to the south and the Sunshine Coast and beyond to the north.

Urban Main Road Network: The region is covered by an extensive main road network.

Rail Network

Queensland Rails electrified main north rail line runs through the region with linkages via bus services to Bribie Island and the Sunshine Coast (supported by Translink). (Refer Map – M1).

Air/Sea Services

The Region is serviced by two airfields, Redcliffe Aerodrome and Caboolture Airfield and also houses the Scarborough Port facilities and the Spinnaker Sound Marina.

Redcliffe Aerodrome located at the northern end of Nathan Road, Kippa Ring (off Anzac Ave) is owned and managed by the Council as a registered aerodrome in accordance with the *Civil Aviation Safety Regulation 1998 S139*.

Redcliffe Aerodrome services general aviation, charter operations, flying training and corporate aircraft and helicopters. The landing strip has a load restriction of 5700kg, thus no aircraft over 20m wingspan can utilise the facility. Pavement surface strength PCN 4/F/B/690 (100 PSI)/U sealed.

Caboolture Airfield is located approximately 7km to the east of the Caboolture city centre and just to the east side of the Bruce highway. The Airfield is owned by the Department of Natural Resources, and is operated by Caboolture Aero Club for the Moreton Bay Regional Council.

Caboolture Airfield has two grass covered compacted grey clay runways. Runway 12/30 strip is 1210m x 40m with additional 10m flyover clearance on each side. Although the surface is not PCN rated, it has had operations of C130 aircraft at 45,000kg. Similarly runway 06/24 is 821m x 40m and of the same construction. Operational limits apply to r/w 06/24 and aircraft above 4700kg should use runways only unless advised of available taxiways. Adequate turning areas are available at each runway end.

The Airfield is currently used for:- pilot training by four flying schools, charter flights, warbird joy flights, formation flight training, private flying, syndicate warbird operational flying, helicopter pilot training, helicopter agricultural and mosquito spraying, Glider towing, Banner towing, Sport Aircraft Association of Australia members meetings and private flying, ultra light and gyrocopter flying, parachute club operation, hot air balloon launching, Fire and Rescue airborne unit training, State Emergency Services training, Police Service training, Scarborough Port facilities are owned and serviced by the Port of Brisbane Corporation.



Critical Infrastructure

The following items of critical infrastructure are located within the Region (for further details refer List – L2)

Public Hospitals within the Region

Council Main Administration Centres

Energex – Sub-stations

Power supply within the Moreton Bay Region is supplied via Energex transmission lines from the Powerlink South Pine substation at Brendale.

Power is reticulated across the region predominantly via 110kV and 33kV overhead power lines.

Water Supply

Moreton Bay Region water supplied from Lake Samsonvale, Lake Kurwongbah, and Lake Wivenhoe with treatment at BCC North Pine Dam WTP and MBRC's Petrie (Woonara Drive) WTP.

Supply is serviced by reservoirs and water towers located across the region at Albany Creek, Brendale, Cashmere, Ferny Hills, Murrumba Downs, Petrie, Samford Valley, Margate, Rothwell Narangba, Morayfield, Woodford, Bellara and Woorim.

Sewerage

Most of the residential parts of Moreton Bay Region are connected to the reticulated sewerage network, which drains to tertiary treatment plants at Murrumba Downs, Brendale, Dayboro, Clontarf Bribie Island, Burpengary East, Caboolture, Caboolture South, and Woodford. Many sewerage pumping stations exist in the network to transport waste water to the treatment facilities.

Emergency Services Buildings

- State Emergency Services (SES) – 132 500
- Queensland Police Service (QPS)
- Queensland Fire and Rescue Service (QF&RS)
- Queensland Fire and Rescue Service (Rural) (QF&RS)
- Queensland Ambulance Service (QAS)
- Coastguard/Volunteer Marine Rescue

Industry

Moreton Bay Region has a wide range of retail, manufacturing and service industries.

Many of these businesses provide services to the population in and outside the region. The light industrial and commercial centres within the region are located at Brendale, Burpengary, Caboolture, Clontarf, Everton Hills, Kallangur, Kippa-Ring, Lawnton and Narangba.



Mass Gathering Venues

Shopping Centres

The most significant public buildings are the major shopping centres such as Westfield Strathpine, Westfield North Lakes, Peninsula Fair – Kippa Ring and Morayfield Shopping Village.

Other significant shopping precincts are at Albany Creek, Warner, Petrie, Kallangur, Arana Hills, Margate, Redcliffe, Bribie Island, Burpengary, and Caboolture.

Significant Public Events

See annexure for more details. (Refer List – L3)

Community Capacity

Moreton Bay is not a self-sufficient community. The region is a producer and exporter of food, especially dairy products, fruit, vegetables and meat. It depends heavily on outside sources for most essential services and resources and much of its food. Such dependency imposes limits to the community's resilience.

Beside the limitations of sustenance provision, the community has considerable capacity and will to effectively respond to a natural disaster and recover from its effects. This capacity is enhanced by the number of well-organised community based clubs and non-government support organisations.



Section 1 – Introduction

1.1 Purpose of Plan

The purpose of this Plan is to:

- Demonstrate a commitment to the safety of our community
- Ensure there is a consistent approach to disaster management in the region
- Assist with the auditing tool for disaster management functions
- Reduce the impact of a disaster on the region
- Ensure there is a central coordination of disaster management information for the region
- Demonstrate mitigation efforts and accountability for the purposes of eligibility for available funding
- Reduce the community consequences following an event
- Ensure compliance with the Disaster Management Act 2003

To achieve a safer and more sustainable community, Moreton Bay Regional Council promotes:

- An **all-hazards approach** – promoting one management system for all hazards
- A **comprehensive approach** – covering all phases of activity including prevention, preparedness, response and recovery
- An **all-agencies approach** – ensuring partnering for disaster arrangements with the community, Council and other levels of government
- A **prepared community** – with strong established links between individuals, voluntary organisations and Council

The primary focus of the Moreton Bay Local Disaster Management Plan is to mitigate the effects of disasters on the community, by ensuring a coordinated effort by all levels of government and non-government entities with responsibilities or capabilities in disaster management. The Plan does not provide details or guidance to agencies in relation to operational policies and procedures. Agencies are required to ensure that they individually meet their workplace health and safety obligations while acting under this Plan.

1.2 Key Objectives

Prevention

- Increase adherence to and introduction of systems and regulations that reduce disaster risks.
- Preparation of studies and investigations as identified through the risk management process for both natural and non-natural hazards.

Preparedness

- Increase community safety through public awareness, information and education.
- Receive guidance on specific hazards from the relevant agencies through reporting to the Local Disaster Management Group
- Identify resources to maximise response
- Establish and maintain relationships to increase disaster management capability.



Response

- Effectively and efficiently coordinate the response to an event
- Minimise the impact on the community of a disaster event.
- Ensure effective communication with the Disaster District Management Group

Recovery

- Adequately provide immediate welfare post event
- Ensure the recovery priorities of the community are addressed.

1.3 Local Disaster Management Group

The establishment of the Local Disaster Management Group (LDMG) is regulated by the *Disaster Management Act 2003* (The Act).

Section 29 of the Act requires Council to establish one Local Disaster Management Group (LDMG) for the Council area.

The LDMG functions are in accordance with Section 30 of the Act:

- (a) To ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for the State;
- (b) To develop effective disaster management and regularly review and assess disaster management;
- (c) To help the local government for its area to prepare a local disaster management plan;
- (d) 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;
- (e) To ensure the community is aware of ways of mitigating the adverse effects of an event, and preparing for, responding to and recovering from a disaster;
- (f) To manage disaster operations in the area under policies and procedures decided by the State group;
- (g) To provide reports and make recommendations to the relevant district group about matters relating to disaster operations;
- (h) To identify, and coordinate the use of, resources that may be used for disaster operations in the area;
- (i) To establish and review communication 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;
- (j) To ensure information about a disaster in the area is promptly given to the relevant district group;
- (k) To perform other functions given to the group under this Act;
- (l) To perform a function incidental to a function mentioned in paragraphs (a) to (k).

The current membership of Moreton Bay's LDMG is detailed as an annexure (Refer List – L4). Council is obligated under Section 37 of the Act to give written notice annually of the membership of the group to the Executive Officer of the SDMG and the District Disaster Coordinator. This written notice will be forwarded at the completion of the first LDMG meeting each year.



Details of actions taken and issues discussed by the LDMG will be communicated and made available to the DDMG (including the DDC) and the Council as follows:

- LDMG meeting agendas, schedules and minutes
- Progress Reports on Emergency Risk Management/Mitigation initiatives/strategies e.g. disaster management studies
- Disaster Management Status Report to be produced annually as per Appendix C of "Queensland Management Planning Guidelines 2005 for Local Government".

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

"Local Governments are obliged to prepare and maintain plans in accordance with State Government legislation and guidelines. When the plan is completed it will be integrated with Council's main performance reporting and project management system to ensure all necessary actions are undertaken as required." (Moreton Bay Regional Council Corporate Plan).

1.5 Roles and Responsibilities

The roles and responsibilities of organisations in the application of disaster management functionality are provided as an annexure (Refer List - L5). A full contact list detailing names and contact numbers are maintained for the use of Council staff involved in disaster management activities only and is not for public viewing as it contains confidential information.



Section 2 – Disaster Risk Management

Council is committed to using the Emergency Risk Management Process as recommended by Emergency Management Australia (EMA) in conjunction with AS/NZS 4360 '2004' to identify, analyse and evaluate emergency risks that pose potential threats.

The disaster risk management process is the systematic application of management policies, procedures and practices to the tasks of:

- communicating;
- establishing the context;
- identifying and analysing;
- evaluating and treating; and
- monitoring and reviewing risk associated with natural and non-natural disasters

Risks acknowledged within Moreton Bay present a vast potential for personal injury, financial loss, damage to assets and interruption to essential services. It is essential for Council to develop risk management programs, which ensure that in discharging its responsibility to the citizens, the likelihood of these risks occurring is minimised by means of anticipating and controlling the exposure to risk, where possible.

The purpose of the disaster risk assessment is to:

- Appraise the risks to which citizens are exposed.
- Provide specialist advice and guidance.
- Manage risks effectively.
- Ensure adequate risk financing is available.
- Decide upon levels of risk acceptance.

To manage disaster risk Council will employ the following risk management framework:

- Establishment of accountability and authority.
- Rating of risks will be based on likelihood and consequence using an approved risk rating scale
- Risks will be assessed by cause and consequence.
- Existing risk treatments will be measured for their effectiveness and action plans will be formulated to improve the effectiveness of treatment strategies.
- Possible future risk treatments will be noted and included in the action planning for the risk.
- Completion of a risk register and action plans register.
- Completed risk assessment worksheets

Council has identified the following key hazards:

- | | |
|--|----------------------------------|
| ➤ Flooding | ➤ Severe Storms |
| ➤ Storm Tide inundation/surge | ➤ Major fire / bushfire |
| ➤ Gas leak | ➤ Cyclone / East Coast low |
| ➤ Heatwave | ➤ Major hazardous chemical spill |
| ➤ Threat specific- eg Terrorism,
Epidemic/Pandemic, Oil spill, Exotic
animal/pest disease, | ➤ Major rail, road, air accident |
| | ➤ Earthquake |
| | ➤ Landslip |



Section 3 – Prevention

Prevention refers to the regulatory and physical measures taken to ensure that emergencies are prevented or their effects mitigated (Emergency Management Australia, 2004).

3.1 Legislation, Public Education and Information

Council:

- Complies with legislation and applies the Building Codes and Building-Use Regulations.
- Utilises Emergency Risk Management strategies in accordance with AS/NZS 4360 '2004' to mitigate against all potential hazards to ensure the safety of the community
- Actively engages, collaborates and consults with all emergency agencies and other community stakeholders to remove or reduce the vulnerability of the community to the risks posed by all potential hazards
- Incorporates approved disaster management strategies and the recommendations from disaster management studies into Council's operational, planning and financial activities.
- Actively addresses the issue of public education and information.

3.2 Insurance

Council will endeavour to encourage homeowners in the Region to take out appropriate insurance cover in order to mitigate against hardship after an event.

3.3 Land –Use Management Initiatives

Land use management initiatives have been introduced and implemented by Council in an effort to minimise the impact of disasters. These initiatives include:

Construction and maintenance of drainage/flood retention basins to reduce the impact of flooding.

Town planning – land-use planning initiatives in the form of development constraint overlays for drainage, slope and bushfire. These provide guidance in the form of performance criteria and acceptable solutions for land development and are the first line initiatives in the disaster management mitigation process.

Application of the State Planning Policy 1/03, *Mitigating the Adverse Impacts of Flood, Bushfire and Landslide*

Council will also be applying the *Guideline – Mitigating the Adverse Impacts of Storm Tide Inundation* to land-use planning initiatives. This guideline provides advice and information on interpreting and implementing the 'Coastal hazards' policy (policy 2.2.4) of the *State Coastal Management Plan – Queensland's Coastal Policy* (State Coastal Plan). The State Coastal Plan is a statutory instrument under the *Coastal Protection and Management Act 1995* and has the effect of a State Planning Policy under the *Integrated Planning Act 1997* (IPA)

Council will incorporate into its Town Planning Scheme any new measures as required by the State.

3.4 Climate Change

The Intergovernmental Panel on Climate Change (IPCC) – has stated that



“Ongoing coastal development and population growth in areas such as Cairns and Southeast Queensland are projected to exacerbate risks from sea-level rise and increases in the severity and frequency of storms and coastal flooding by 2050 (IPCC 2007).”

Queensland Government climate change summaries indicate south-east Queensland could face major challenges as a result of drier and warmer conditions along with increased storm rainfall intensities. Coastal regions could face challenges due to a rise in sea-level combined with increased coastal development and rapid population growth.

To assess the risk and plan for the likely effects of climate change, the Moreton Bay Regional Council has initiated the following actions/projects:

- Scoping Climate Change Risk for Moreton Bay Regional Council
- Establishment of a Climate Change Steering Committee
- Undertaking strategic mitigation actions to reduce greenhouse gas emissions
- A natural hazard risk assessment for storm tide flood including climate change scenarios has been completed
- A natural hazard risk assessment for riverine flood including climate change scenarios is currently underway (3 year project co-funded by EMQ and MA under the Natural Disaster Resilience Australia funding program). This program is due for completion December 2011. For further details refer www.moretonbay.qld.gov.au/floodproject
- Review of planning controls related to climate change, particularly with respect to storm tide and riverine flooding. This review is likely to result in stricter controls relating to development in areas that will be subject to higher risks as a result of climate change.

With respect to mitigating the impacts of climate change, the Queensland Government through its Office of Climate Change states that the

“The Queensland Government is committed to remaining at the forefront of Australia's response to climate change. It is implementing actions that reduce emissions so that the state can play its part in meeting a national reduction target of 60 per cent below 2000 levels by 2050, and to prepare our industries and communities for the impacts of climate change in Queensland.”

More information is available from the Queensland Government's Climate Change Website: http://www.climatechange.qld.gov.au/climate_change



Section 4 – Preparedness

Preparedness is having “arrangements or plans to deal with a threat situation or a disaster, that is, the mobilisation of the disaster response structure and resources” (Emergency Management Australia, 2004)

Council is committed to developing, testing, reviewing and amending (where necessary) disaster management plans to ensure Council resources and procedural arrangements are in a state of readiness to deal with a threat situation or a disaster. Council will also pursue strategies to increase public awareness in relation to disaster management issues to improve the resilience of the community. The latter will include assisting other emergency agencies in the delivery of public education for hazard specific threats e.g. QF&RS in relation to bushfire awareness and preparedness.

Outlines of Council's operational plans are detailed under Section 5 – Response; with the actual plans and operational documentation held as annexures to this document.

4.1 Event Coordination

4.1.1 Event Coordination Centre (ECC)

Each of the three District Offices is equipped to house the Local Event Coordination Centre. The decision as to where the LDMG will be set up in times of an event may be based on the location and nature of the event

4.1.2 Disaster Management Arrangements

Council develops and maintains:

- An ECC
- Standard Operating Procedures and processes for the activation of the ECC including authorisation for instigating the five levels of activation
- Staff training pursuant to their role
- An event communication strategy including roles, responsibilities, hardware (including backup systems) and procedures
- Functional plans to address operational requirements and processes required to potentially manage an event i.e. plans for evacuation, welfare, transport, health and recovery
- Threat specific plans to support the arrangements and operations of lead combatant agencies i.e. Queensland Health – pandemics/Health; Department of Primary Industries – Exotic Animal & Plant Diseases
- Cooperative and collaborative arrangements with other emergency response agencies e.g. police and fire services.

4.2 Warning Systems and Public Education

4.2.1 Warning Systems

Council develops and maintains systems and strategies in order to warn the community prior to, during and post an event and/or to activate the community e.g. during evacuation operations.

This strategy will include collaboration with the Dept. of Emergency Services, Bureau of Meteorology (BoM) and other emergency response agencies and the use of the Emergency Alert system and/or the Standard Emergency Warning Signal (SEWS) in assisting the delivery of public warnings and messages for major emergency events.



4.2.3 Public Education

Council will develop and maintain a public education program/strategy for the delivery of information to the public with regard to disaster management arrangements and initiatives with the aim to creating a more aware and resilient community.

South East Queensland Disaster Management Advisory Group (SEQDMAG)

Council is an active participant in the SEQDMAG regional "Project One Voice" strategy. The primary goals of the Project One Voice communication strategy is to:

- Encourage people throughout SEQ to prepare themselves and their properties for severe storm and high wind events
- Improve target audiences safety awareness levels and behaviour during severe storm and high wind events
- Ensure target audience members know how to access information and assistance from relevant agencies immediately before, during and immediately after, a severe storm or high wind event.

While Council has focussed on severe storm and high wind events, it is anticipated that the communication structures established may be utilised for any disaster event.

4.3 Response Capability

- Council has personnel trained in various disciplines as well as vehicles, plant and equipment that can be applied to disaster response activities.
- Community halls have been identified as first line evacuation centres. A number of other facilities also identified include sporting facilities and the Watson Park Convention Centre (Dakabin). Public schools have been identified as second line evacuation centres (in collaboration with Education Queensland Sunshine Coast Regional Office).
- Arrangements are in place with community organisations for the delivery of welfare services.

The measurement of Council's response capability may be achieved through operational activation or by the conduct of exercises. Assessments of the aforementioned, including identified opportunities for improvement, will be maintained in the Exercise and Event Register.



Section 5 – Response

Actions taken in anticipation of, during and immediately after an emergency to ensure that its effects are minimised, and that people affected are given immediate relief and support. (Emergency Management Australia 2004).

Council will use a total systems approach in managing incidents through the application of AIIMS (The Australian Inter-Service Incident Management System). This system allows for the escalation of response and coordination/management activities during an event.

5.1 Initial Impact Assessment

Initial impact assessments will be the responsibility of Council's Officer-in-Charge of an event in collaboration with the Executive Officer of the LDMG. This will be done through the analysis of information provided by, but not limited to:

- Council staff responding to a request from community members
- Specific inspections performed by Council staff
- Information provided by the community
- Information provided by other response agencies e.g. Queensland Police and QF&RS
- Advice from the Local Controller, Moreton Bay SES

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

During an event the collected information will be compiled in Situation Reports (Sitreps), which will then be distributed to the LDMG and the DDC.

5.2 Activation

Actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised, and that people affected are given immediate relief and support. (Emergency Management Australia, 2004)

The level of activation will depend entirely upon the complexity, nature and extent of an event. There are five levels of activation – Alert, Stand-by, Activation, Stand-down and Debrief.

Incidents, which cause only minor impact, may require the response of one or two Council resources to respond and may be regarded as *normal operational activity*. However as the effects of an event escalate a greater number of response resources may be required, which in turn increases the need for increased control and coordination of response activities to ensure the effective management of response resources to an event.

Council has inbuilt processes that promote the communication of response activities to allow the situation to be monitored and evaluated. This also applies to situations when Council has pre-warnings of an event from agencies such as the Bureau of Meteorology. Council's level of coordination of response activities will be dictated by an evaluation of the impact or anticipated impact of an event.

When necessary Council may establish its ECC from which response activities are managed and coordinated.



When Council has activated resources for an emergency event or intends to activate resources for an impending event, it is the role of the Executive Officer or Chairman of the LDMG or his Delegate to notify the following of details of said activation:

- Mayor
- District Disaster Coordinator
- Emergency Management Queensland's Brisbane Region Duty Officer

Refer to the Event Coordination Centre Standard Operating Procedure (ECC SOP) for more detailed information, including roles and responsibilities.

5.3 Accessing Support

If local resources are overwhelmed or are forecast to become overwhelmed during or prior to an event the Executive Officer can make a request for external support, in accordance with the ECC SOP, via the LDMG to the DDMG/DDC.

5.4 Warnings and Public Information

Warnings and public information will be issued by the most efficient and appropriate means.

Council's Media, Marketing and Communications unit will:

- Prepare and monitor publication information with advice from Council's Officer In-Charge of response operations.
- Coordinate media releases and public information releases
- Provide Council's Customer Service Unit with appropriate response scripts for callers (when required)
- Liaise with all media outlets/contacts
- Liaise with media departments of other lead agencies e.g. QPS, QF&RS (Fires and Chemical Spills), Department of Emergency Services and Queensland Health (Pandemics) etc. (where and when appropriate)

Warnings may include:

- Media warnings including the utilisation of Local Community Radio Stations 101.5FM, 99.7FM and ABC Radio via their Memorandum of Understanding with the Department of Emergency Services.
- Telephone warnings to individual properties;
- Personal visit to property by Police, emergency services members or Council employees;
- Predetermined warning device(s) (e.g. horns or alarms);
- Loud hailer or similar in the street
- Internet warnings (additional to other media)



5.5 Operational (Functional) Plans

Key Operational (functional) Plans outlining the relevant processes, procedures, roles and responsibilities have been developed to perform and deliver the key objectives of this Plan. These plans have been prepared on the basis of an *all hazards* approach and may be supported by standard operating procedures, checklists or similar documentation.

5.6 Threat Specific Arrangements

While the following events are managed by other arrangements/agencies, Council may be required to provide support to relevant agencies in the guise of consequence management.

Counter Terrorism – Lead agency is QPS. Council support relates to processes, procedures and arrangements as covered by the functional plans listed above.

Epidemic/Pandemic or other health issues – Lead agency is Queensland Health.

Oil Spill – Moreton Bay – Lead agency is the Maritime Safety Queensland. Council may be required to support clean-up operations of areas of foreshore. EPA is responsible for the foreshores adjoining the National Park on Bribie Island. Council therefore will develop plans to support any foreshore clean-up operations required.

Exotic Animal/Plant Disease – Lead agency is Department of Employment Economic Development and Innovation (Primary Industries & Fisheries) for any disease outbreaks.

Major hazardous chemical spill (eg Narangba Industrial Estate) – Lead agency is Queensland Fire & Rescue Services, in liaison with EPA.

5.7 Cross boundary arrangements

Moreton Bay Regional Council is bordered on the north by Sunshine Coast Regional Council, on the south by Brisbane City Council and on the west by Somerset Regional Council ("neighbouring Councils"). In the event that any of the neighbouring Councils requesting assistance from the Moreton Bay Local Disaster Management Group, or in the event of the Moreton Bay Local Disaster Management Group being in need of assistance from any of the neighbouring Councils, the Chair and/or Executive Officer of the Moreton Bay Local Disaster Management Group will request assistance via the relevant Local Disaster Management Group. If the Council seeking assistance is within a different Disaster District, the District Disaster Coordinator (DDC) will be requested to make contact with the neighbouring DDC.



Section 6 – Recovery

The purpose of providing recovery services is to assist the affected community towards management of its own recovery. It is recognised that where a community experiences a significant emergency or disaster there is a need to supplement the personal, family and community structures which have been disrupted. (Emergency Management Australia: Recovery – Manual 10)

Council is a member agency of the Moreton Bay District Disaster Community Recovery Committee.

The committee has been established as many of the services required are administered and delivered on a regional basis, e.g. those managed by State and Federal agencies.

The Department of Communities is briefed as being the lead agency for recovery issues.

Council is responsible for the provision and maintenance of physical services, e.g.

- Supply of potable water
- Roads
- Waste management services
- Sewerage

Council together with other member agencies is responsible for ensuring processes/arrangements, resources, agency linkages and communication plans are in place to effectively assist communities to recover from the effects of any potential hazard.

The major community components are:

- Social environment (families and individuals)
- Built environment (infrastructure and service)
- Economic environment (business and industry continuity)
- Natural environment (natural surrounding)

Refer Council's Recovery Plan and the Redcliffe District Regional Recovery Plan & Brisbane District Regional Recovery Plan for further information including Council's roles and responsibilities, available resources and working arrangements/processes and linkages to all other recovery agencies.

Council has internal Business Continuity and Recovery Plans to provide Council with a detailed knowledge and understanding of the minimum resource requirements necessary to maintain a suitable level of service in the event of a disaster. The plans detail the actions and resources necessary to enable the speedy restitution of Council operations after such an event.



Annexures

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| L 4 | LDMG Membership |
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SP1 – Evacuation Sub-Plan



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Preliminaries

Authority to Plan

Moreton Bay Regional Council is responsible for preparing a “Local Disaster Management Plan” for the Moreton Bay region as legislated in Disaster Management Act 2003 (S57). This Sub-Plan forms part of Moreton Bay’s overall “Local Disaster Management Plan”.

Approval of Manual

The Local Disaster Coordinator of Moreton Bay’s Local Disaster Management Group approved the use of this plan at the LDMG Meeting on xx/xx/xx .

This plan has also been reviewed and endorsed by the Local Disaster Coordinator and District Disaster Coordinator of the Moreton Bay District Disaster Management Group on xdatex

Amendment Register and Version Control

Suggested amendments to this plan should be forwarded to:

The Local Disaster Coordinator
 Moreton Bay Local Disaster Management Group
 Moreton Bay Regional Council
 PO Box 159
 CABOOLTURE QLD 4510

Evacuation Plan Version Control

Version	Date	Prepared by	Comments
1	24.4.09	Emergency Management Coordinator	Draft – awaiting input from other MBRC units
1.1	21.8.09	EMC	Amended draft – awaiting input from MBRC units
1.2	30.9.09	EMC	Amended draft – awaiting input from MBRC units
1.3	8.12.09	EMU	Amended draft – awaiting input from MBRC units

Association with other disaster management plans or manuals

This plan should be read in conjunction with the following:

- Evacuation Centre Management Sub-Plan
- Community Support Sub-Plan

Renew and Review Plan

This Sub-Plan is to be reviewed at least biannually to ensure currency.

Distribution List

The distribution list for this document is maintained as an annexure.



Section 1 – Introduction

Purpose of Plan

The purpose of this plan is to provide guidance and direction on the use of evacuation as a risk management strategy to mitigate the effects of an emergency on the community.

Key Objectives

To:

- ensure evacuation is used when it is decided to be the most appropriate strategy to mitigate the effects of a disaster event
- ensure the safety and wellbeing of affected sections of the community prior to, during or post an emergency event
- ensure the legality, coordination, effectiveness and efficiency of an evacuation operation
- outline plans and processes to be used for planning and operational activities.

Functional Responsibility

The Queensland Police Service (QPS) has the functional responsibility for carrying out evacuations with the assistance of LDMG members.

Context and Assumptions

Subsequent to the activation of this Sub-Plan, the primary consideration, above all others, shall be the preservation of life. There are several emergency or disaster situations that may require an evacuation or temporary relocation of all or part of the population.

Introduction

Evacuation is a risk management strategy whereby people are removed from the effects of an event, thereby using distance as the protective agent. Evacuation must be correctly planned and executed. It is not considered complete until the affected community has been returned.

- **Evacuation means:**
When danger to the community and property is expected to be for an extended period, residents may be removed from the disaster area, or potential disaster area, and relocated in an evacuation centre with access to personal and community support facilities. An Evacuation Centre may also be commercial accommodation for extended periods.
- **Temporary Relocation/Emergency Shelter means:**
When danger to people and property is expected to be of a short duration, residents may be temporarily removed from the area of immediate danger to a safe assembly point or shelter until the danger has passed. Only minimum support facilities may be required.



Evacuating hazardous areas is the most effective action for protecting people in many disaster or disaster-threat situations. Evacuation may be required pre-impact, as a protective measure, or post-impact, as a result of a loss of services.

Some events are slow-moving and provide ample reaction time. The worst case assumption is that there will be little or no warning of the need to evacuate, and it may be necessary day or night.

Appropriate mapping and population statistics can be accessed by Council's GIS team for the LDMG.

General Principles of Evacuation

The disaster evacuation process is based on self-evacuation. On activation of the plan advice will be given to the community to seek temporary accommodation in safer places, e.g. with family and friends.

It is assumed that the public will receive and understand official information related to evacuation. Most of the public will act in their own interest and evacuate dangerous areas when advised to do so by authorities. Some individuals and family groups may voluntarily evacuate an area prior to being advised "officially" to do so, especially when there is sufficient warning or indication of a threat.

Some individuals, however, may refuse to evacuate regardless of the threat. Those individuals will likely be left without assistance until all who are willing to leave have been provided for. Time permitting, further efforts may be made by Police to persuade those who are still in place to evacuate. **The Public Safety Preservation Act 1986 was amended in October 2010 with the granting of evacuation powers to the Queensland Police Service (QPS). These powers enable Police to forcibly evacuate the public to preserve their safety, if necessary.**

Temporary shelter/accommodation facilities and food may need to be provided for people relocated or evacuated. It is noted, however, that many in the community may seek shelter with relatives and friends or in motels rather than use designated evacuation centre facilities. This self helping behaviour shall be encouraged through the public awareness and education process.

Most evacuees will use private transport, generally motor vehicles; however, transportation may be required to be provided for some evacuees.

Some owners of companion animals will refuse to evacuate unless arrangements have been made to care for their animals. The evacuation centre register will identify venues that may be able to accommodate pets.

Operational Area

For the purposes of this Sub-Plan the region is divided into two (2) operational areas aligned to the SES operational areas:

- Moreton Bay North; and
- Moreton Bay South



Evacuation stages

There are five (5) stages of evacuation:

1. Decision to Activate
2. Warning to the community
3. Withdrawal of affected/threatened community
4. Shelter
5. Return/Recovery

Note: No evacuation can be considered complete until the evacuated population has been returned (where possible) to its original location.

Types of Evacuations

Timing

- **Pre-Warned** – when notice of an impending event allows for sufficient time to evacuate prior to the occurrence
- **Immediate** – when an event occurs without warning or with minimal warning
- **Post Impact** - after an event

Methods

Self-Evacuation (Voluntary)

Generally used when there is early warning of an event. Evacuees commute by private transport or by provided transport when private transport is unavailable.

The destination can be either to:

- accommodation in a safe area of the evacuee's choice, or
- an evacuation centre provided in safe areas.

Mandatory Evacuation (Forced)

Made on order from the Police under the provisions of the "Public Safety Preservation Act 1986", or as directed by the Disaster District Coordinator (DDC) under the provisions of the "Disaster Management Act 2003" once a disaster situation has been declared.

Queensland Fire & Rescue Service (QFRS) may also order an evacuation under the Fire and Rescue Act 1990.

Alternative to Evacuation

In some cases it may be deemed more appropriate (safer) for people to shelter in place, e.g. a chemical incident.

Reasons for Evacuation

The Evacuation Sub-Plan may be activated in the event of, but not limited to, the following:

- Specific threats such as flood, storm tide, cyclones, tsunami and bushfire;



- Identification of hazards which may require the removal or relocation of sections of the community from one place to another for a limited period of time;
- Limited evacuation of specific geographic areas may be required as a result of a hazardous materials transportation accident, major fire, gas leak, earthquake, or localised flash flooding;
- Large scale evacuation may be required in the event of extensive flooding, cyclone, major hazardous materials spill, or terrorist attack.

Storm Tide/Flood Evacuation

In the case of storm tide or flood inundation, Council's inundation mapping can be utilised to predict the properties that could be potentially affected, based on historical rainfall data or storm tide heights and wave set up heights as predicted by the Bureau of Meteorology. The DDC may recommend a voluntary evacuation or advise a mandatory evacuation to the public. The LDMG may also provide a recommendation to the DDC about an evacuation due to a storm tide or flood threat.

Tsunami Evacuation

Refer SP9 – Threat Specific Sub-Plan – Interim Tsunami Arrangements.

Evacuation Routes

Moreton Bay Regional Council, with the Department of Transport & Main Roads (DTMR), is responsible for the identification and mapping of evacuation routes. (Refer to **SP ? – Transport Sub-Plan**). The Local Disaster Coordinator will coordinate this task as a preparedness activity.

The DTMR and MBRC are responsible for the maintenance of evacuation routes. (Refer to **SP?? – Public Works and Engineering Sub-Plan**).

QPS are responsible for security and traffic control on evacuation routes. MBRC and DTMR shall assist QPS with advice on the condition of routes. It is important that advice about the condition of evacuation routes is provided in a regular manner from the ECC to the public. The use of the DTMR 131 940 traffic and traveller information website, which has been designed to provide road users with a real-time view of road conditions on major Queensland roads, may assist with this task. See: <http://131940.qld.gov.au/Regions/SunshineCoast.aspx?regionid=103>

Traffic control during an evacuation is essential to ensure that the evacuation routes operate as effectively as possible, allowing safe, continuous travel. The services of private Traffic Controllers may need to be engaged if police, SES and council resources are engaged in other tasks. (Costs associated with these services can be recovered under Natural Disaster Relief & Recovery Arrangements [NDRRA] as an operational expense).



Section 2 – Authority, Roles & Responsibilities

Decision to Evacuate

There are a number of factors that determine the responsibility for the decision to evacuate an area.

Information available to the Lead Agency ICC, ECC, LDMG Local Disaster Coordinator or DDC from a variety of sources may indicate that an evacuation may be the most appropriate course of action to maintain the safety of the Moreton Bay community. There is no legislative restriction to the provision of advice by the LDMG concerning voluntary evacuation, and in many instances a public announcement of the LDMG recommendation will activate the community.

Any decision to evacuate is best made in time for the actual evacuation to be completed, prior to the impact of that part of the event which makes outside activity dangerous, e.g. 10km/h winds as a tropical cyclone or east coast low approaches.

Authority to Evacuate/Legislative Basis

The decision to authorise an evacuation may occur under the following conditions and authorities.

- Queensland Police Service may order an evacuation under the Public Safety Preservation Act 1986;
- QFRS may order an evacuation under the Fire and Rescue Service Act 1990;
- LDMG may recommend a voluntary self-evacuation of a community, or portions of a community, through the Media (Liaison Officer) or by direct contact with the affected community;
- LDMG may recommend a voluntary self-evacuation of a community or portions of a community to the DDC;
- LDMG may recommend that the DDC declare a Disaster Situation under the Disaster Management Act 2003 in order for the DDC to effect a mandatory evacuation of a community, or portions of a community. The Declared Disaster Officers have powers to forcefully evacuate people who fail to comply with directions (Refer Sections 75-79 of the Act);
- The processes required to communicate the evacuation and temporary relocation of sections of the community are listed in MBRC's Public Information & Warnings Sub-Plan;
- Timeline requirements for evacuations for Storm Tide are listed in the Tropical Cyclone Storm Tide Warning Handbook Eighth Edition;
- Refer to SP9 – Threat Specific – Interim Tsunami Arrangements for requirements for evacuations in the event of a Tsunami.

Evacuation Planning Committee

A committee, comprising representatives from all involved agencies, is to be convened to plan all aspects of the evacuation.

The committee meeting may take place in the form of a telephone link-up. However, it would be preferable to have all participants located in one room (the most appropriate method will be dependant on the circumstances at the time). The preferred and most



appropriate location to convene the meeting would be a meeting room within the appropriate Council District Administration Building (room to be arranged by a council representative).

The committee should consider the following:

- authority to make the decision to evacuate
- current situation, i.e. information and confidence in information upon which the evacuation decision is based
- identification of area(s) to be evacuated including –
 - information relating to the number of properties and number of people
 - information relating to nursing homes, schools or caravan parks within the designated area(s)
- public warnings and how this is to be achieved
- available lead time
- resources required to manage the evacuation, including transportation and agency roles
- safety of evacuees and emergency workers
- egress and access routes
- temporary accommodation for evacuees
- people with special needs
- registration of evacuees
- welfare requirements for evacuees
- animal welfare arrangements
- communication during the evacuation operation
- the establishment of assembly areas, if required
- how the electricity grid in the designated area will be shut down, if required

The committee should at least comprise representative(s) from:

- Queensland Police Service;
- Council, (for information on traffic routes, property information, transportation arrangements, evacuation centres and welfare arrangements);
- QFRS (if evacuation is due to fire or hazardous material incidents);
- SES (for provision of human resources).

The evacuation committee is responsible for planning all details of the evacuation operation and are also responsible for ensuring the implementation of the plan. The evacuation planning committee's discussions and decisions are to be minuted.

Support Agencies:

- Moreton Bay Regional Council
- Queensland Police Service
- State Emergency Service



- Emergency Management Queensland
- Queensland Ambulance Service
- Public and private transportation providers
- Media outlets for the provision of advice to the community
- Department of Communities
- Queensland Health
- Queensland Department of Transport and Main Roads
- Local Community Support Committee members including:
 - Australian Red Cross
 - Adventist Development and Relief Agency (ADRA)
 - Service Clubs (Lions, Apex, Meals on Wheels, Rotary, etc)
 - RSPCA
 - Blue Care

Roles and Responsibilities

The following table outlines agency or organisation responsibilities during evacuation operations.

Table Outlining Roles & Responsibilities

Function	Lead Agency	Support Agencies	Comments
Evacuate/relocate persons	QPS	MBRC and SES	QPS & QFRS <u>only</u> have authority to order evacuations
Shutting down of Electricity Grid in evacuation area	Energex		If required
Emergency shelters: (Open/Manage/Close)	MBRC	SES	Short term Long term – Red Cross
Provision of Transportation	MBRC	QAS (for people with medical conditions)	Refer to Transport Plan for contacts & capabilities.
Catering	MBRC	<ul style="list-style-type: none"> ▪ Salvation Army ▪ Meals on Wheels ▪ Morayfield Lions, etc 	Support agencies available at the time and place of evacuation
Accommodation	MBRC	ADRA	Emergency, short term (up to 72 hours). For longer term refer to Moreton Bay District Recovery Group plans managed by Dept. of Communities
Animal Welfare	MBRC	RSPCA	<ul style="list-style-type: none"> ▪ Provision of cages ▪ Possible use of pet resorts



Function	Lead Agency	Support Agencies	Comments
Material Aid	MBRC	St Vincent de Paul	Essential clothing, bedding, etc
Personal Support	MBRC	Life Line Salvation Army	Exempt aspects allocated to Dept of Communities
First Aid	QAS	St John Ambulance	
Registration of Evacuees & Tracing	QPS	Australian Red Cross	NRIS system
Community Recovery Functions	Dept of Communities	<u>Note:</u> <ul style="list-style-type: none"> ▪ Requires <i>Disaster District Community Recovery Plan</i> to be activated ▪ Functions: Legal Aid, Financial Support, Disaster Relief Centres, Counselling & Specialist Services, Personal support ▪ Mid to long-term accommodation, Outreach service 	

Note:

For Contact Details of the agencies refer to *Local Disaster Management Plan – Lists – L6 – Emergency Contact List*

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Section 3 – Stages of Evacuation

Stages of the Evacuation Process

The evacuation process comprises five stages as follows:

1. Decision to Evacuate
2. Warning
3. Withdrawal
4. Shelter
5. Return

1. Decision to Evacuate

Introduction

There will often be many complex issues to be taken into account, as well as the absence of information that may be desired. In a disaster situation the decision to evacuate will be made by the LDMG, with approval from the DDC.

The decision to evacuate is not one to be taken lightly:

- Too early and the hazard diminishes, evacuees will have been exposed to unnecessary risk, inconvenience and cost;
- Too late and people will be forced to evacuate under high-risk conditions, or to remain in place and accept the full effects of the hazard's impact.

In the case of the latter, the movement of people away from the hazard would then become rescue as opposed to evacuation.

The decision to evacuate, or not to evacuate, needs to be based objectively after an analysis of the following major considerations assessed conjunctively. (Note: post-impact evacuations, i.e. evacuating after the risks associated with the hazard impact have passed due to no warning, e.g. an earthquake, is not relevant to all the listed considerations).

Considerations

- **Information**
The currency and accuracy of the information being used as the basis for the evacuation decision needs to be considered, e.g. confirmation of storm tide predictions from the Bureau of Meteorology and the projected affect on the local area.
- **Warnings**
The accuracy and timeliness of the hazard warning and associated information should be confirmed, and expected consequences considered, e.g. the proposed track of a cyclone, and expected storm surge height and its timing in relation to normal high tide.



- **Available Lead Time**
Once the hazard and the areas at potential risk have been identified the following should be considered:
 - time is available to safely evacuate prior to the impact of the hazard
 - number of homes and people to be evacuated
 - time to notify the evacuees
 - time to arrange and have necessary transport available on site
 - time to activate and brief emergency workers to carry out the evacuation
 - time to set up facility for animal welfare
 - time required for the withdrawal to safe areas
- **Risk to Evacuees During Movement**
Consider the risks, if any, that have potential to harm evacuees, for example:
 - Will they be exposed to the hazard during any part of the evacuation process?
 - Are the traffic management plans comprehensive to ensure the safety of evacuees during the withdrawal process?
- **Emergency Services' Resources**
As with available lead-time, are there sufficient resources?
 - personnel and equipment
 - transportation, including buses, to carry out the evacuation

Consideration should be given to the number of homes and people to be evacuated, and the egress routes to be taken. Congestion on road networks may occur unless the movement of people is properly planned and managed.
- **Egress and Access Routes**
Are the roads that are planned to be used during the evacuation capable of accommodating the expected traffic safely, and within the timeframe required for the withdrawal? This includes egress for the evacuees and access for emergency service vehicles assisting with the evacuation.
- **Safety of Emergency Workers**
Consideration must be given to the safety and welfare of emergency workers in entering the area to be evacuated.
- **People with Special Needs**
People with:
 - disabilities
 - the elderly, including nursing homes
 - medical conditions requiring medical attention during and after the evacuation
 - non-English speaking people



These people will have a time impact on the warning and withdrawal processes. For example:

- how to warn and evacuate non-English speaking people
- special transport and accommodation arrangements
- **Temporary Accommodation**
Evacuation is a strategy to remove people from the hazard; therefore, any temporary accommodation must be located in areas and facilities that are:
 - considered safe from the effects of the hazard; and
 - sufficient to cater for the number of people.

Summary

Communities can be advised to evacuate voluntarily without the need for any legislation.

When a disaster has not been declared

- QPS can invoke the Public Safety Preservation Act 1986 to initiate forced evacuations
- QFRS may order an evacuation under the Fire and Rescue Service Act 1990 (these are generally used for short duration localised incidents)

When a disaster has been declared

- the Disaster District Coordinator can authorise a forced evacuation under the Disaster Management Act 2003

The overriding decision is to be based on the calculated risks associated with evacuating compared to not evacuating.

2. Warning

Once a decision to relocate or evacuate has been made, a warning will be issued or initiated by the LDMG.

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

- media warnings (by electronic media) including the use of local community radio stations 101.5FM and 99.7FM
- telephone warnings to individual properties
- personal visits to property by Police, emergency services members, or Council employees
- predetermined warning device(s), e.g. horns or alarms
- loud hailer or similar in the street
- internet warnings where time permits or additional to other media used

Warnings to evacuate should include the following information, which is to be conveyed when possible, to the community at risk:

- reason
- anticipated duration
- time available or time the evacuation process is to be completed



- method(s) of transport, e.g. personal vehicles, provision of buses
- advice to evacuees regarding location and directions for –
 - those using own transport
 - those using provided transport
- advice regarding personal effects, e.g. medication, clothing, personal identification
- how to secure premises, i.e. switching off power, gas
- how the area is to be secured after the evacuees have vacated
- arrangements for domestic pets and livestock
- how to notify that they have evacuated, especially in the case of evacuees vacating to personally arranged accommodation
- special needs advice
- registration procedures upon arrival at emergency shelters

(For warning templates and messages refer to **Appendix 4**)

Responsibility for the Warnings

The LDMG is responsible for –

- issuing evacuation warnings to the community
- authorising the content of evacuation warnings

3. Withdrawal

Withdrawal is the process that involves the removal of people from a dangerous, or potentially dangerous, area to a safer area. Where possible, people will be encouraged to evacuate to a safe location of their own choosing, i.e. to residences of family or friends.

Roles and responsibilities during withdrawal

- **Police**
Overall management of the evacuation and registration of evacuees
- **SES**
Provision of personnel to assist (as required) with –
 - traffic control
 - loading buses
 - inspection of evacuation areas to ensure residents have evacuated
 - any function as requested by the Officer in Charge of Police evacuation operations



- **Council**
 - managing transport arrangements
 - assist with traffic management, road closures, marking of evacuation routes
 - establishment and operation of evacuation centres
 - managing welfare arrangements
 - managing pet and livestock issues
- **QAS**
 - Evacuation of people with medical conditions

Resources

The resources that need to be considered when planning a withdrawal are:

- personnel to mark routes, close roads, manage road closures, supervise and control traffic, assist with and co-ordinate the loading of buses, manage withdrawal control points and/or assembly areas
- bus companies to provide transport plan (refer SP? – Transport Plan)
- communication to enable the co-ordination of the withdrawal, (this could take the form of radio communication using the span of control methodology)

Security of Evacuated areas

QPS is responsible for managing the security of premises. This will generally take the form of control of the perimeters and security firms may be utilised to assist.

Access/Egress Routes

The routes for evacuation, when identified, must be clearly marked and controlled to facilitate an orderly evacuation, and to provide for incoming emergency services personnel and resources. Council will provide advice and information with regard to possible traffic routes utilising information from its GIS database.

There are a number of areas which have been identified in the risk assessments as requiring specific transport management plans. These identified areas are as follows:

- Bribie Island, Ningi and Godwin Beach
- Beachmere
- Toorbul, Meldale and Donnybrook
- Deception Bay (insert description of area of D Bay)
- plus any additional areas in Redcliffe and/or Pine Rivers districts, e.g. Mt Nebo

Assembly Areas

An assembly area or withdrawal control point, may be deemed necessary as part of the control arrangements for the withdrawal. These areas are only a temporary stopping point prior to moving evacuees to evacuation centres, or alternative accommodation.

This should be a safe area as close as possible to the evacuation area. The assembly area can be utilised as a place to register an evacuee en-route to an evacuation centre. In some cases, due to time constraints, risk to evacuees and available resources, an



assembly area outside the evacuation area may not be an option and in those cases the identified evacuation centre(s) will be the place for registration.

4. Shelter

Evacuations Centres **(review when further info for region provided by units)**

The ECC oversees the coordination and management of Evacuation and Temporary Relocation Centres. (Refer **SP ??** – Evacuation Centre Management Sub-Plan). Community halls have been identified as evacuation centres within the region – for all related information including locations, inventory, and dimensions of each hall refer to **Appendix 5 – Evacuation Centres**.

Each centre has parking, toilets, commercial cooking facilities, coffee and tea making and refrigeration facilities, together with an inventory of cooking utensils, crockery and cutlery. None of these centres have permanent back-up power capability, showering or laundering facilities and these services will be provided as necessary.

The evacuation centres listed are intended only as temporary shelters for the provision of short-term accommodation, i.e. up to 72 hours.

Medium to long-term accommodation for displaced persons is covered within the recovery plans as developed by the Moreton Bay District Disaster Recovery Group; a group co-ordinated by the Department of Communities. Public schools, in collaboration with Education Queensland's Sunshine Coast Regional Office, have been identified as secondary evacuation centres, if required. To use State schools, refer to Council's Emergency Contact List (Lists - L6 – MBRC *Local Disaster Management Plan*).

The selection of the most appropriate community hall(s) or school(s) to be used as evacuation centres will be made during the planning process based on whether or not they are in a safe area, distance from the designated evacuation area(s) and capacity.

Floor space required per evacuee is as follows:

- short-term with no sleeping required: one person per 1.5sq metres of floor area
- long-term where no sleeping is required: one person per 3 sq metres of floor area

Roles & Responsibilities

The decision to open evacuation centres will be made by the LDMG or the DDC. MBRC is responsible for opening the centres and providing staff to manage them in co-operation with other community groups.

MBRC will provide appropriately trained personnel to act in the role of evacuation centre co-ordinators whose duties are included in the Emergency Centre Management Manual. Council's designated Community Support Committee Chair (or their proxy) or **Buildings & Facilities Department (or Community Dev? – ask Mark Mc) representative is responsible for the overall management of an evacuation centre, i.e. its opening and operation.**

The Community Support Committee Chair (or their proxy) will:

- make arrangements for other support groups to provide staff and supplies to the evacuation centre(s), i.e.
 - Australian Red Cross for registrations
 - Salvation Army, Morayfield Lions, Meals on Wheels, or other agency/ies for food supply and preparation
 - Lifeline for emotional support, if required
 - St John Ambulance for first aid, if and when required



- St Vincent de Paul for bedding and clothing
- Security contractors to ensure the safety and security of all evacuees located within the evacuation centre
- Make arrangements for emergency power and lighting equipment, if required
- Arrange any other equipment that may be required or requested by the Evacuation Centre Coordinator, e.g. portable showers or laundering services

5. Return

The return also has to be planned and, in instances where the evacuated area has been impacted by the hazard, this process will require a planning committee to oversee and manage the operation.

Planning Committee

A committee comprising representatives from all involved agencies is to be convened to plan all aspects of the return. Queensland Police will be responsible for identifying the most appropriate organisations and agencies to be involved.

The committee meeting may take place in the form of a telephone link-up. However, it would be preferable to have all participants located in one room and the most appropriate method will be dependant on the circumstances at the time. The preferred and most appropriate location to convene the meeting would be a meeting room within the appropriate Council District Administration Building (room to be arranged by a council representative).

The committee should consider the following:

- has the hazardous situation abated?
- identification of persons re-entering the evacuation area
- assessment of buildings – are they deemed habitable?
- is electricity restored to the area and have all fallen transmission lines been made safe?
- are roads and bridges safe to use and clear of debris?
- are water and sewerage services operating?
- have public health issues for the evacuation area been addressed, or are there plans in place to do so?
- what arrangements are in place to support evacuees after their return? (Refer Dept of Communities)
- arrangements for the collection of waste and rubbish from premises affected
- arrangements and methods to communicate to evacuees that it is safe to return
- what information needs to be shared with returning evacuees, e.g. safety inspection of electrical outlets in their homes
- what services are to be provided, how and when, e.g. rubbish removal, contact numbers for assistance etc?
- communication with evacuees following their return
- staged re-entry to permit repairs, etc?
- special needs groups?



The committee should at least comprise representatives from:

- QPS who are in charge of evacuation operations;
- Council for information on roads, bridges, waste management, water and sewerage, transportation arrangements, building assessments;
- Department of Communities for community recovery issues.

Other agencies can be included as part of the committee or consulted as required, e.g. Energex, Queensland Health, QBuild, Main Roads.

(Refer: Return of Evacuees Planning Template at Appendix 3) – to be developed

Roles and Responsibilities

The following table outlines agency or organisation responsibilities during the return phase of an evacuation operation.

Table Outlining Roles & Responsibilities

Function	Lead Agency	Support Agencies	Comments
Manage the Return of Evacuees	QPS	MBRC and SES	
Identification of persons re-entering the evacuated area	QPS		(Security)
Assessment of buildings – safe to reoccupy	MBRC/ QBuild		
Ensuring electricity is restored and that fallen transmission lines have been made safe	Energex		
Provision of Transportation	MBRC	QAS (for people with medical conditions)	Refer to Transport Plan for Bus Line contacts and capabilities.
Ensure roads and bridges are safe to use and clear of debris	MBRC/ Main Roads		Council's Roads & Drains Dept
Ensure availability of water and sewerage services	MBRC		Unitywater
Ensure Public Health issues are addressed	Queensland Health	MBRC	
Support for evacuees (emotional & financial)	Dept of Communities	<i>Requires Disaster District Community Recovery Plan to be activated</i> Functions: Legal Aid, Financial Support, Relief Centres, Counselling & Specialist Services, Personal support, Outreach service	



Checklist – Evacuation

Task	Date commenced	Responsible organisation & officer	Contact numbers	Date completed
GENERAL PLANNING CONSIDERATIONS				
Determine area(s) vulnerable to specific hazard events		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine population of identified risk area(s)		Responsible Organisation Responsible Officer	Ph Mob Fax	
Identify warning mechanisms		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine evacuation routes.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine traffic control requirements for evacuation routes.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine if there are special population concerns (schools, hospitals, nursing homes, etc.)		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine trigger point for activation of evacuation teams		Responsible Organisation Responsible Officer	Ph Mob Fax	
PREPARATION				
Establish boundaries of possible area(s) to be evacuated and primary evacuation routes		Responsible Organisation Responsible Officer	Ph Mob Fax	
Provide advance warning of possible need for evacuation to the public, clearly identifying areas at risk.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Pre-warn special population establishments of the possibility of an impending evacuation		Responsible Organisation Responsible Officer	Ph Mob Fax	
Coordinate with special facilities regarding precautionary evacuation.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Commence and maintain a map of the entire evacuation area		Responsible Organisation Responsible Officer	Ph Mob Fax	



Task	Date commenced	Responsible organisation & officer	Contact numbers	Date completed
PREPARATION (cont'd)				
Have copies made for use by evacuation teams		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine evacuation routes for risk area(s) & check the status of these routes.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Estimate public transportation requirements & determine pickup points.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Coordinate with transportation providers to ensure vehicles & drivers will be available when and where needed.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Develop traffic control plans & stage traffic control devices at required locations		Responsible Organisation Responsible Officer	Ph Mob Fax	
Develop a grid or locality system for the deployment of door-to-door evacuation notification teams, to ensure maximum coverage without duplication of effort.		Responsible Organisation Responsible Officer	Ph Mob Fax	
OPERATIONAL DEPLOYMENT				
Advise Disaster District that evacuation recommendation will be issued.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Make the decision to recommend to the DDC that a mandatory evacuation is required		Responsible Organisation Responsible Officer	Ph Mob Fax	
Receive notice of mandatory evacuation from DDC		Responsible Organisation Responsible Officer	Ph Mob Fax	
Provide evacuation teams with written instructions to be handed to members of the community		Responsible Organisation Responsible Officer	Ph Mob Fax	
If transportation is likely to be required for evacuees or their possessions, request assistance from the Transport Functional Committee		Responsible Organisation Responsible Officer	Ph Mob Fax	
Provide transportation assistance to those who require it.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine if requirements exist for additional external support.		Responsible Organisation Responsible Officer	Ph Mob Fax	



Task	Date commenced	Responsible organisation & officer	Contact numbers	Date completed
OPERATIONAL DEPLOYMENT (cont'd)				
Identify and activate all appropriate Evacuation Centres		Responsible Organisation Responsible Officer	Ph Mob Fax	
Identify Evacuation Centres with the capacity to cater for animals		Responsible Organisation Responsible Officer	Ph Mob Fax	
Commence and maintain a record of numbers of evacuees at nominated evacuation centres		Responsible Organisation Responsible Officer	Ph Mob Fax	
Assign a liaison person to all evacuation centres, with communications ability to contact the LCLDCC		Responsible Organisation Responsible Officer	Ph Mob Fax	
Ensure the Media Liaison Officer has been kept fully informed, and is proactively disseminating information on the evacuation and evacuation centres through the media		Responsible Organisation Responsible Officer	Ph Mob Fax	
Disseminate evacuation recommendation to the public through available warning systems, clearly identifying areas to be evacuated.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Disseminate evacuation recommendation to special facilities. Provide assistance in evacuating, if needed.		Responsible Organisation Responsible Officer	s Ph Mob Fax	
Activate and brief door-to-door evacuation notification teams		Responsible Organisation Responsible Officer	Ph Mob Fax	
Provide regular Situation Reports on evacuation to Disaster District.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Provide security in or control access to evacuated areas.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Develop a system for re-entry		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine when it is safe for residents to return, and if some areas need to remain restricted		Responsible Organisation Responsible Officer	Ph Mob Fax	
If evacuated areas have been damaged, conduct damage assessments.		Responsible Organisation Responsible Officer	Ph Mob Fax	



Task	Date commenced	Responsible organisation & officer	Contact numbers	Date completed
OPERATIONAL DEPLOYMENT (cont'd)				
If evacuated areas have been damaged, eliminate significant health and safety hazards.		Responsible Organisation Responsible Officer	Ph Mob Fax	
If roads in evacuated areas have been damaged or blocked by debris, clear and re-open roads.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine requirements for traffic control for return of evacuees.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Maintain access controls for areas that cannot be safely reoccupied.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Determine requirements for & coordinate provision of transportation for return of evacuees. (in conjunction with Transport Operational Plan)		Responsible Organisation Responsible Officer	Contact Numbers Ph Mob Fax	
Advise neighbouring jurisdictions and Disaster District that return of evacuees will begin		Responsible Organisation Responsible Officer	Ph Mob Fax	
Advise evacuees through the media that they can return to their homes and businesses; indicate preferred travel routes.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Provide traffic control for return of evacuees.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Coordinate temporary housing for evacuees unable to return to their residences.		Responsible Organisation Responsible Officer	Ph Mob Fax	
Coordinate with special facilities regarding return of evacuees to those facilities.		Responsible Organisation Responsible Officer	Ph Mob Fax	
If evacuated areas have sustained damage, provide the public information that addresses: <ul style="list-style-type: none"> ▪ Documenting damage & making expedient repairs ▪ Caution in reactivating utilities & damaged appliances ▪ Cleanup & removal/disposal of debris ▪ Recovery programs 		Responsible Organisation Responsible Officer	Ph Mob Fax	



Task	Date commenced	Responsible organisation & officer	Contact numbers	Date completed
OPERATIONAL DEPLOYMENT (cont'd)				
Terminate Evacuation Centre operations.		Responsible Organisation Responsible Officer	Contact Numbers Ph Mob Fax	
POST DEPLOYMENT ACTIONS				
Submit final evacuation information for the Situation Report to the DDC		Responsible Organisation Responsible Officer	Ph Mob Fax	
Contribute to the operational debrief		Responsible Organisation Responsible Officer	Ph Mob Fax	

Section 4 – Transportation and Evacuation Routes

Information with regard to transportation resources, as well as information with regard to evacuation route planning and associated operational strategies, is provided within Council's Disaster Management Transport Plan.



Section 5 – Public Information/Education

Public information is that information which is passed on to the public prior to, during, and after a disaster, such as warnings and directions. In the context of this plan, the emphasis will be on promoting public awareness on evacuation prior to an event. The delivery of this information will be managed through the method deemed the most efficient and effective with regard to the content and the target audience. It is noted that the broadcast media (radio & television) will be the primary method to distribute an emergency warning.

The Bureau of Meteorology (BOM) is responsible for weather warnings, including storm tide specific warnings and most warnings for other hazards requiring the activation of an evacuation plan, will emanate from either QPS or QFRS.

In the case of weather-related evacuation, the ICC or ECC, in consultation with the DDC, may consider the requirement for provision of an advance public information warning for an evacuation by the public, or at risk facilities, and clearly identify areas at possible risk in the warning. Public awareness advice may be required to inform the public or possible at risk facilities of the likely evacuation arrangements, or contents of evacuation kits.

The content of the message(s) to be delivered will be developed in consultation with the Department of Community Safety and local emergency response agencies, e.g. QPS. Suggested information to be disseminated, but not limited to:

- methods of warning and encouraging people to abide by warnings
- encouraging people to assist in the warning process, e.g. notify neighbours
- outlining types of evacuations, i.e. voluntary and forced, including legislative basis
- explanation of why evacuation routes and locations of evacuation centres will be decided on by an evacuation planning committee, depending on the individual circumstances prevailing at the time
- agencies that could potentially be involved in evacuation operations and their roles and responsibilities
- hazards that may induce the need for evacuation
- arrangements that are in place to support evacuation operations, e.g. transport, welfare, security of evacuation areas
- items that people should take when evacuating, e.g. medication, identification
- encouraging self-evacuation
- things to do to secure premises, e.g. turn power and gas supplies off
- possible arrangements for domestic pets and owners' responsibilities
- encouraging people to assist neighbours with special needs, e.g. elderly

Public education consists of an ongoing public awareness program conducted by the State Emergency Service, the media, local authorities and several statutory services in conjunction with the LDMG.

Public education, information and warning systems are outlined in **SP??** – Public Information and Warnings Sub-Plan.



Section 6 – Demographic Information

In an evacuation situation Council may utilise its GIS database to identify the number and types of premises that exist in an identified evacuation area. However, the details of the people inhabiting these premises are generally not known. The latter can have an impact on the types of resources required, and in the timeframe to execute an evacuation in relation to both the warning and withdrawal processes as follows:

WARNING PROCESS: The ability to communicate evacuation warnings to non-English speaking people and those with hearing impairments, for example.

WITHDRAWAL PROCESS: People with special needs, e.g. those with medical conditions requiring medical evacuation, people confined to wheelchairs, people without own transport.

The above illustrates some examples of the issues that need to be considered. To assist with the addressing of these issues, Council will investigate the means to identify people and to make arrangements to cater for special needs groups. Some strategies to be considered will be:

- working in association with local community health organisations to identify people with special medical needs
- utilising the knowledge and community linkages of Council's Multicultural Officer to develop processes that will assist in addressing the special needs of ethnic groups; particularly the means of providing evacuation warnings to non-English speaking people
- engage with organisations to develop strategies that will enable the communication of warnings and/or to augment plans to cater for the withdrawal of these people, e.g. the Deafness Forum of Australia to identify appropriate means of communicating evacuation warnings to the hearing impaired
- investigate the utilisation of Council's electronic property management system to store and maintain the locality of people with special needs
- investigate the interface of information held within the property management system with Council's GIS system and then investigate and develop reporting capabilities via the GIS database



Section 7 – Arrangements for Domestic Animals and Livestock

Introduction

Arrangements for domestic pets need to be considered, as many people will not wish to evacuate without them. Seeing-eye and hearing dogs where the owner is dependent on the animal are special cases and will be treated separately.

Primary Producers are responsible for their animals and should ensure that all efforts are made to ensure their safety, if possible (refer *Primary Industries & Fisheries Local Government Guidelines for Emergency Animal Disease Sub-Plans*).

Zoos are responsible for their animals and should ensure that all efforts are made to ensure their safety, if possible.

It is important to note that the safety of people will and must take priority over the safety of animals.

Arrangements for animals require the Evacuation Planning Committee to make a decision in this regard, after consideration of all information, circumstances and priorities relating to each individual case. For example, consideration should be given to the relationship between the times available prior to the impact of a hazard and the estimated time to evacuate the expected area to be impacted, as well as the available resources to accommodate animals.

Resources

Resources available in the Region to accommodate domestic animals are extremely limited.

Council facilities include:

Caboolture

Machinery Parade

- Pound - two blocks of cages or runs
- Each block has 14 individual cages – a total of 28
- Cattery – 22 individual cages
- A stock paddock and yards are available off site

Dakabin

Goodwin Road

- Secure Pound – 15 dog pens
- Pound – 14 dog pens
- Cattery – capacity for 24 cats
- Stock paddock and yards

Redcliffe

Duffield Road

- Pound – 8 dog pens



Vehicles and staff

- 22 utilities with canopies to transport animals
- 1 double horse float

The facilities are generally at capacity as a result of normal operational activities.

There are five (5) commercial boarding kennels located within the region, however the spaces available at these facilities is dependent on their current bookings. Accommodation is restricted to dogs with C5 vaccination certificates and cats with F3 vaccination certificates. (Refer Appendix 6 for details).

To assist with animal collection and transport, Council has six (6) Animal Control Officers, four (4) vehicles with four (4) cages per vehicle, one (1) stock truck and six (6) carry cages for cats.

A future initiative to increase accommodation capacity is to seek Federal funding for the purchase of collapsible dog cages, which will have the flexibility to be able to be deployed where required.

Proposed Arrangements

Due to the limited accommodation capacity for dogs and cats within the region, pet owners should be strongly encouraged, in the first instance, to seek alternative accommodation for their pets. The Evacuation Planning Committee must consider the limited accommodation capacity when assessing options on how the issue of domestic pets is to be managed.

Options that are currently available are:

- Seeing-eye and hearing dogs are able to accompany their owners at all times, i.e. when being transported and/or accommodated. However, owners of these dog types are responsible for restraining and attending to the wellbeing of their animal
- **Short-term Evacuation** – duration is measured in hours with no sleeping arrangements necessary. People with own transport are responsible for transporting their pets to a designated safe area and are responsible for managing and restraining their animals. People without transport are to be encouraged to seek assistance from neighbours, friends or family to transport their animals. A back-up option for the aforementioned will be the utilisation of Council resources, i.e. animal control officers and council vehicles for the provision of transport. Owners are then responsible for managing and restraining their animals at the designated safe area
- **Longer-term Evacuation** - where sleeping accommodation is to be provided for evacuees. If alternate arrangements have not been able to be put in place, accommodation for pets will be limited to the number of spaces available within Council and private boarding kennels at the time. In cases where the impact of the hazard is limited to an area within the region only, alternatives could include animal welfare facilities in adjoining Councils and/or private boarding kennels.
Public education and awareness with regard to this issue prior to an event is paramount in encouraging people to plan for their own requirements
- Option to be considered for the future is to seek Federal funding to procure collapsible dog cages. These cages could be deployed outside evacuation centres where the wellbeing of the animal would be the responsibility of the owner accommodated at the centre



Summary

- Limited capacity within the region to accommodate and manage domestic pets.
- People to be encouraged to seek own arrangements for their pets when an area is to be evacuated. This is to be included in public education and awareness initiatives.
- Human safety takes priority over animal safety.
- Seeing-eye and hearing dogs are exceptions and shall be able to be accommodated with their owners.
- Owners are responsible for the restraint and wellbeing of their animals when not to be accommodated in council or private boarding facilities.
- Options to increase the capacity to accommodate animals during evacuations to be investigated, e.g. procurement of a supply of collapsible dog cages.
- Evacuation Planning Committee to consider arrangements for domestic pets in line with current resources and the existing circumstances in relation to the impending evacuation.

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Section 8 – Arrangements for Institutions, Caravan Parks & Public Venues

To assist the evacuation planning process Council, in the first instance, will seek advice on existing evacuation plans from the following establishments within the region:

- nursing homes
- retirement villages
- caravan and relocatable home parks
- public schools through liaison with the Department of Education
- private schools
- private day care centres
- major shopping centres
- hospitals
- correctional facilities

In conjunction with QPS and the Department of Community Safety, existing arrangements for these establishments will be assessed for adequacy. In the case of omissions, lack of detail or the non-existence of plans, Council will endeavour, with the cooperation of QPS and the Department of Community Safety, to assist the management of these facilities to either improve or develop adequate evacuation plans.

Any individual evacuation plans for these facilities will be included as appendices to this document. These evacuation plans may then be used to assist QPS and other agencies to plan for and manage evacuation operations. (Refer to Appendix 7 for a listing of current evacuation plans for the facilities mentioned above.)

Hospitals, Nursing Homes and Aged Care Facilities

If an evacuation of hospitals, nursing homes, retirement villages and aged care facilities (care facility) is required, ideally patients should be transported with appropriate medical or security support to a comparable facility.

Over the life of this plan, facility operators will be encouraged to make arrangements for the use of appropriate alternative or host facilities during an evacuation of their patients or residents. This will also require the identification of suitable transportation arrangements.

If the residents of a care facility are required to be evacuated, the ECC will assist with finding suitable temporary accommodation or a care facility for residents, many of whom may be “high care” patients. This plan notes that accommodating such persons in standard evacuation centres for a long period of time is not appropriate but may be required for a short period of time if a care facility has not been able to be identified to the LDMG alternative arrangements.

The evacuation of a care facility by the lead agency ICC may require the implementation of the Queensland Health Medical Transport Plan. This will entail the LDMG Local Disaster Coordinator obtaining assistance from the District Disaster Coordinator and the District Disaster Management Group.

In the case of short notice, or no notice of emergency situations, aged care facilities may be unable to implement their pre-planned arrangements for transportation to other



suitable care facilities and consequently this plan acknowledges they may need substantial assistance from the ICC or the ECC. In this situation the ICC may require the assistance of the ECC or DDC.

A listing of Moreton Bay Region care facilities is held by the Local Disaster Coordinator and the **Community Support Coordinator**.

Schools / Day & Child Care Centres

Education Queensland is responsible for the safety of students and staff at all times and is expected to have emergency and evacuation plans in place for schools. Early liaison between the Department, local schools, the DDC and ECC will normally see the closure of schools, if required, prior to the need for evacuation of the area.

Public and private day and child care centre operators are responsible for the safety of attendees at all times and should have emergency and centre evacuation plans in place.

The ECC, if required, shall liaise with day and child care centre providers to encourage the closure of a centre prior to the need for evacuation of the area.

Caravan Parks

Caravan parks sited in hazard-prone areas, especially flood zones, are identified on hazard mapping held by the ECC. The ECC, depending on the advice of the BoM, may pass on warnings for high wind and/or flooding events to caravan park operators and their residents.

The LDMG Community Support Officer shall attempt to collect a record of any permanent caravan park residents who are part of the special needs population and who may require assistance. Temporary residents (tourists) of caravan parks usually have their own transportation and are expected to evacuate when advised of a threat. All caravan parks should have an evacuation plan and communication plan to distribute information about possible threats.

Tourist Resorts, Attractions & Major Shopping Centres

The operator of a tourist resort, attraction or shopping centre is responsible for the safety of guests, customers and employees and they should recommend to their patrons that the warnings provided by the BoM, and the local or district group, be acted on.

All tourist resorts, attractions and major shopping centres should have a clear facility evacuation plan. The ICC or the ECC may be required to assist with the provision of temporary relocation, shelter and/or accommodation should a facility be required to be evacuated.

Transportation

It is anticipated that the primary means of evacuation for most individuals will be by personal transport (motor vehicle).

Many community members, as identified in Council-held demographic information, will need assistance in an evacuation. Provision must be made by the local and district groups to assist with public transportation for these individuals.

The LDMG Community Support Officer and ICC Logistics Officer are responsible for the coordination of transportation assistance for the evacuation of special facilities, such as



care facilities. Queensland Department of Transport & Main Roads will assist with the provision of transportation resources for the people being evacuated.

Transportation is to be considered in conjunction with the local plan and, if necessary, the Queensland Health Medical Transport Plan.

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Section 9 – Endnotes

- This document provides information and a framework to assist evacuation planning and evacuation operations within the Moreton Bay Region together with other plans, i.e. Transport Plan, Welfare Plan and Evacuation Centre Management Manual.
- This document will be updated as new information becomes available, or new or improved strategies are developed.
- This plan is to be reviewed at least bi-annually to ensure currency.

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ANNEXURES

Appendix 1	Evacuation Plan – Distribution List
Appendix 2	Template for Evacuation Planning Committee
Appendix 3	Planning Template for Return of Evacuees
Appendix 4	Template for Evacuation Warnings
Appendix 5	Neighbourhood Safer Places
Appendix 6	Evacuation Centres – Community Halls
Appendix 7	Boarding Kennel Details and Contacts
Appendix 8	List of Evacuation Plans Held for Institutions, Caravan Parks & Public Venues
Appendix 9	Evacuation Plan for (relevant organisation)
Appendix 10	Evacuation Plan for (relevant organisation)

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