

ORDINARY MEETING 4 NOVEMBER 2014	5.2
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MEMBERSHIP OF THE DOUGLAS SHIRE LOCAL DISASTER MANAGEMENT GROUP

Paul Hoyer: General Manager Operations

RECOMMENDATION:

That Council, in accordance sections 33,34 and 35 of the Disaster Management Act 2003 appoint the following positions as members of the Local Disaster Management Group for the Douglas Shire Council area:-

Position	Organisation
Chairperson - Mayor	Douglas Shire Council
Deputy Chairperson- Deputy Mayor	Douglas Shire Council
Local Disaster Coordinator-General Manager Operations	Douglas Shire Council
Deputy Local Disaster Coordinator- Chief Executive Officer	Douglas Shire Council
Deputy Local Disaster Coordinator- General Manager Corporate Services	Douglas Shire Council
Local Disaster Recovery Coordinator – Community and Economic Development Officer	Douglas Shire Council
Media Advisor–Communications and Events Officer	Douglas Shire Council
Core Member-Manager Infrastructure	Douglas Shire Council
Core Member-Manager Water & Waste	Douglas Shire Council
Core Member-Manager Development & Environment	Douglas Shire Council
Core Member-OIC Port Douglas Station	Queensland Police Service
Core Member-Area Commander, Northern Command	Queensland Fire & Emergency Services
Core Member-Director of Nursing	Mossman Hospital
Core Member-Local Controller	State Emergency Service
Core Member-Area Coordinator, Far Northern Region	Queensland Fire & Emergency Services
Core Member-Executive Officer	Tourism Port Douglas & Daintree
Core Member -Officer In Charge, Port Douglas	Queensland Ambulance Service

EXECUTIVE SUMMARY:

Members of the Local Disaster Management Group (LDMG) are required to be appointed by the Local Government. During the de-amalgamation process and in accordance with the Local Government (De-amalgamation Implementation) Regulation 2013 the Transfer Manager for Douglas appointed the Chairperson and Local Disaster Coordinator, established a LDMG and appointed persons to be members of the LDMG. These actions were necessary to ensure that Douglas had a disaster capability and the necessary powers under the Disaster Management Act 2003 ("the Act") from the commencement of the Douglas Shire Council on January 1, 2014.

A Deputy Chairperson to the LDMG was not appointed during the de-amalgamation process and some additional positions are desirable on the LDMG, including the Manager Development and Environment and Media Liaison Officer. In addition a number of appointments were made to persons. The appointment of membership by positions will help accommodate changes in personnel on the LDMG which can occur for a variety of reasons.

The appointment of the recommended positions as members of the LDMG will help ensure that the LDMG has a diverse range of representatives and skill sets to assist Council in meeting its needs under the Disaster Management Act and ensure that there is effective disaster management for the communities within the Douglas Shire area.

BACKGROUND:

Section 29 of the Act requires a local government to establish a Local Disaster Management Group (local group) for the local government's area.

The functions of a LDMG as outlined in s. 30 of the Act are:

- a. to ensure that disaster management and disaster operations in the area are consistent with the State group's strategic policy framework for disaster management for the State;
- b. to develop effective disaster management, and regularly review and assess the 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 communications systems in the group, and with the relevant district group and other local groups in the disaster district of the relevant district group, for use when a disaster happens;
- 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 the Act; and
- l. to perform a function incidental to a function mentioned in paragraphs (a) to (k).

LDMG members are appointed under s. 33 of the Act. and LDMG membership includes:

- Chairperson (must be a councillor) appointed by the relevant local government under s. 34 of the Act;
- Deputy Chairperson (recommended to be a councillor) appointed by the relevant local government under s. 34 of the Act;
- Local Disaster Coordinator appointed by the relevant local government under s. 35 of the Act;
- person nominated by the Chief Executive, Department of Community Safety (DCS), normally the responsible Area Director from EMQ appointed by the relevant local government under s. 33 of the Act; and
- other persons appointed by the relevant local government under s. 33 of the Act, which should include:
 - council representatives;
 - local emergency services – QPS, Queensland Ambulance Service (QAS), Queensland Fire and Rescue Service (QFRS), SES Incident Controller;
 - non-government organisations such as welfare organisations or community groups;
 - other representatives as identified by the local government’s functional requirements.

Appointments under the Act can be made to a person or by position. It is preferable that appointments be made by position which eliminates the need for a new appointment when a change in personnel occurs.

During the de-amalgamation process and in accordance with the Local Government (De-amalgamation Implementation) Regulation 2013 the Transfer Manager for Douglas appointed the Chairperson and Local Disaster Coordinator, established a LDMG and appointed persons to be members of the LDMG. These actions were necessary to ensure that Douglas had a disaster capability and the necessary powers under the Disaster Management Act 2003 (“the Act”) from the commencement of the Douglas Shire Council on January 1, 2014.

A Deputy Chairperson to the LDMG was not appointed during the de-amalgamation process and some additional positions are desirable on the LDMG, including the Manager Development and Environment and Media Liaison Officer. In addition a number of appointments were made to persons rather than positions being appointed to the LDMG.

Further to the above a number of “Advisors” to the LDMG are present and participate in the meetings of the LDMG. However, only members have voting rights for decision making in the LDMG.

COMMENT:

The appointment of recommended positions to the LDMG will mean that Douglas has an effective and capable LDMG with a diverse range of knowledge and skill. The appointment of the Deputy Chairperson will ensure there is a replacement Chair when required and will provide more Councillor involvement in the group.

LDMG members are required to undertake a LDMG Member Induction as soon as possible following appointment. This will normally be conducted by the Local Disaster Coordinator and the Area Coordinator from QFES.

The Act under Section 37 requires annual notification of the membership of the LDMG to the Executive Officer of the SDMG and the District Disaster Coordinator and this notification will occur if Council makes the appointments as recommended.

CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE:

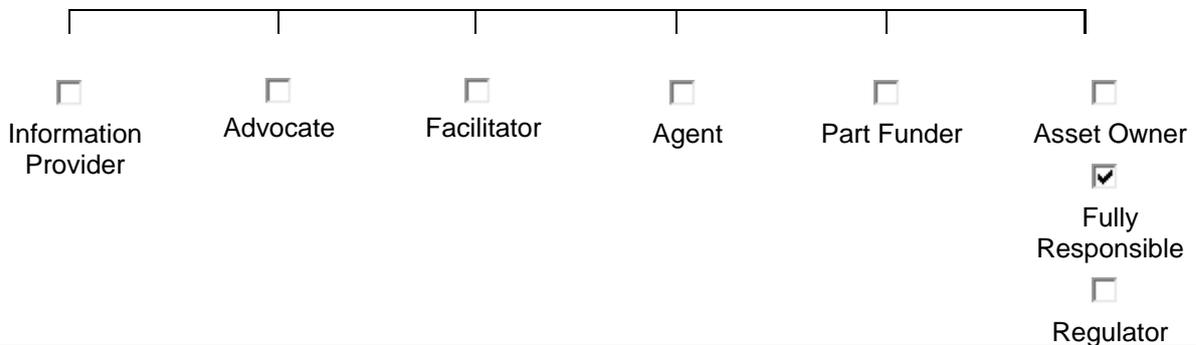
Theme 4: Goal 3

To ensure effective disaster management planning to support the Douglas communities.

COUNCIL'S ROLE:

Council can play a number of different roles in certain circumstances and it is important to be clear about which role is appropriate for a specific purpose or circumstance. The implementation of actions will be a collective effort and Council's involvement will vary from information only through to full responsibility for delivery.

The following areas outline where Council has a clear responsibility to act:



Fully Responsible:	Funding the full cost of a program or activity.
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FINANCIAL/RESOURCE IMPLICATIONS:

There are no finance or resource implications. The identified core member roles are essential to Council meeting its obligations under the Act. Whilst there is time required by all staff and members to perform the functions of the LDMG it is a crucial role of Council and must take priority as required.

RISK MANAGEMENT IMPLICATIONS:

Council must meet its obligations under the Act. The appointment of an LDMG with appropriately skilled members will ensure Council has the necessary planning, decision making and response capabilities to meet the requirements of the Act and meet the needs of its communities. Council's reputation, and the communities in Douglas would be put at risk if an appropriately resourced and skilled LDMG was not in place.

SUSTAINABILITY IMPLICATIONS:

ECONOMIC: Skilled members ensure decisions are appropriate and actions are considered so as not to expose Council economically.

ENVIRONMENTAL: Decision making processes are able to take into account potential environmental impacts and plan for appropriate intervention to minimise environmental harm where practicable.

SOCIAL: Good disaster management planning, education, resourcing, decision making and recovery processes will reduce the impacts on communities and businesses in Douglas in the event of a natural disaster.

INTERNAL/EXTERNAL CONSULTATION:

Current LDMG membership is discussed at meetings and with the Area Coordinator from QFES.

ATTACHMENTS:

Attachment 1 provides some more detail on the role of each position and is included for Council's information.

Attachment 1 Proposed Members of the Local Disaster Management
Group – Douglas Shire Council Area

Position	Organisation	Responsibilities
Chairperson - Mayor	Douglas Shire Council	To chair LDMG-DR meetings and to provide a link between the LDMG-DR and Council.
Deputy Chairperson- Deputy Mayor	Douglas Shire Council	To chair LDMG-DR meetings in the absence of the Chair and to provide a link between the LDMG-DR and Council.
Local Disaster Coordinator	Douglas Shire Council	To provide expert advice and support to the Chair and LDMG-DR. Responsibility for the overall management of the coordinated response.
Deputy Local Disaster Coordinator-Chief Executive Officer	Douglas Shire Council	(Powers delegated to Local Disaster Coordinator).
Deputy Local Disaster Coordinator-General Manager Corporate Services	Douglas Shire Council	To provide expert advice and support to the Chair and LDMG-DR. Responsibility for the overall management of the coordinated response.
Local Disaster Recovery Coordinator – Community and Economic Development Officer	Douglas Shire Council	Responsible for Community Support and recovery.
Media Advisor– Communications and Events Officer	Douglas Shire Council	Preparation and dissemination of all press releases during an event.
Core Member-Manager Infrastructure	Douglas Shire Council	To provide expert advice and support on all technical matters, including the provision of plant, materials and manpower during response and recovery.
Core Member-Manager Water & Waste	Douglas Shire Council	To provide expert advice on matters relating to water supply and sewage treatment and disposal.
Core Member-Manager Development & Environment	Douglas Shire Council	To provide expert advice on matters relating to public health, planning and the environment
Core Member-OIC Port Douglas Station	Queensland Police Service	Liaison between the agency and the LDMG-DR.
Core Member-Area Commander, Northern Command	Queensland Fire & Emergency Services	Liaison between the agency and the LDMG-DR.
Core Member-Director of Nursing	Mossman Hospital	Liaison between the hospital and the LDMG-DR.
Core Member-Local Controller	State Emergency Service	Liaison between the agency and the LDMG-DR.
Core Member-Area Coordinator, Far Northern Region	Queensland Fire & Emergency Services	To provide advice and assistance to all agencies and committees within the Queensland disaster management system.
Core Member-Executive Officer	Tourism Port Douglas & Daintree	Liaison between the tourism industry and the LDMG-DR.
Core Member -Officer In Charge, Port Douglas	Queensland Ambulance Service	Liaison between the agency and the LDMG-DR.