



Disaster Management Policy

Disaster Management Act 2003

1. POLICY STATEMENT

Townsville City Council will support our local community in disaster events (natural and/or non-natural) by providing a framework for effective disaster preparedness and response in accordance with its responsibilities under the Queensland *Disaster Management Act 2003*.

2. PRINCIPLES

The Townsville City Council is primarily responsible for managing disasters that occur within the Townsville local government area (Section 4A(c) of the *Disaster Management Act 2003*), via the Townsville Local Disaster Management Group (TLDMG) and that Council maintains a disaster response capability via the Townsville City Council Emergency Response Group (ERG) (Section 29 and 80, *Disaster Management Act 2003*)

The Council:

- recognises that disaster management operations are a whole-of-organisation responsibility, requiring integration across the range of corporate functions to enhance the ability of Council and the community to prepare for and respond to natural and man-made disasters; and
- will discharge its disaster management responsibilities in a way that complies with the State's disaster management legislation and policies; and
- will support comprehensive disaster management through programs that address prevention, preparedness, response and recovery.

3. SCOPE

This policy applies to all Council activities and services, including business units and service delivery units, as well as all TLDMG Member and Advisory Member organisations.

4. RESPONSIBILITY

The following are responsible for ensuring this policy and associated documents are understood and adhered to by all permanent staff:

- Council's Senior Leadership Team;
- Local Disaster Coordinator (and nominated Deputies);
- Chairperson of Council's ERG (and delegates); and,
- Emergency Management Section.

5. DEFINITIONS

Emergency Response Group – means internal group responsible for managing the coordination of information, activities and resources relating to Townsville City Council's response to emergencies and disaster events.

Local Disaster Coordinator – means Officer of Council (Team Manager Emergency Management) – appointed by the Chair of the TLDMG – responsible for the management and coordination of the City's disaster management arrangements on behalf of Council and the Local Disaster Management Group. The functions of the position are given in Section 36 of the *Disaster Management Act 2003*.

Manager – includes persons appointed to positions including with the title, Team Manager, General Manager, Principal, Director and Chief.

Townsville District Disaster Management Group (TDDMG) – means multi-agency group established in accordance with Section 22 of the *Disaster Management Act 2003* to assist Council with its management of disaster events. Functions of the TDDMG are given in Section 23 of the Act.

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Townsville Local Disaster Management Group (TLDMG) – means multi-agency group established by Council in accordance with Section 29 of the *Disaster Management Act 2003* to assist Council with its management of disaster events. Functions of the TLDMG are given in Section 30 of the Act.

Workers – includes employees, contractors, volunteers and all others who perform work on behalf of Council.

6. POLICY

Council will:

- develop its arrangements and programs for the effective management of disasters and disaster operations in accordance with the *Standard for Disaster Management in Queensland*.
- through existing partnerships, establish and maintain a comprehensive “*all hazards, all agencies*” approach to implementing effective prevention, preparedness, response and recovery measures, regardless of the nature of the hazard;
- foster commitment to a shared culture of disaster management excellence;
- carry out strategic planning within the context of resources and risk to underpin decision making to achieve effective disaster management outcomes for the community;
- engage widely with the community to allow their input to the development of plans and to educate and inform;
- prioritise public safety when revising the *Townsville Local Disaster Management Plan* and associated sub plans;
- apply effective corporate governance strategies that allow for the continuous improvement of disaster management policy, programs, practices and service delivery to promote safety and enhance disaster resilience within the community;
- ensure leadership roles and responsibilities within the disaster management process are clearly defined in the Position Descriptions of appropriate positions;
- seek to provide sufficient staff coverage from across all council departments to effectively carry out council’s disaster management responsibilities, including staffing of the Local Disaster Coordination Centre (LDCC);
- support that in the event of an emergency or disaster, changes may occur to staff roles and their identified responsibilities or functions in order to effectively support the operation. and
- provide appropriate training to all permanent council employees with a recognised disaster management role or responsibility, including identified incident management systems (i.e. Guardian IMS) for the recording and management of disaster-related information.

7. LEGAL PARAMETERS

Local Government Act 2009

Local Government Regulation 2012

Disaster Management Act 2003

8. ASSOCIATED DOCUMENTS

Queensland Government Disaster Management Strategic Policy Statement

Queensland State Disaster Management Plan

Standard for Disaster Management in Queensland

Townsville District Disaster Management Plan

Townsville Local Disaster Management Plan and associated sub plans and operating procedures

Townsville City Council Emergency Response Plan and supporting Departmental Emergency Response Procedures

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9. DOCUMENT HISTORY

Date	Version	Amendment	Reviewer	Approved

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