Getting to know the Standard for Disaster Management in Queensland
**Info Sheet:** Indicators of Outcome 3

II3

## Planning and plans

Planning involves many steps. It should result in entities working with their community to prioritise how their collective and collaborative efforts will reduce the impact of disasters on the community. Plans document these efforts, identify interdependencies, roles and responsibilities, and provide guidance on how to undertake disaster management. The planning process results in a shared understanding of the efforts required to reduce the risk to the community.

## Outcome 3: There is a shared understanding of how the impact of disasters will be managed and coordinated

**Please note: the following are examples only and should be used to inform understanding of how Indicators might be interpreted for individual circumstances rather than as a checklist**

## Planning for disaster management

### Planning for disaster management is embedded into core business

- Entities conduct planning for disaster management as part of normal business processes such as annual strategic and operational planning
- Planning for disaster management is a core function of disaster management groups

### Planning for disaster management is embedded into maintaining service delivery

- Entities incorporate the potential impacts of different hazards or events into business continuity planning
- Entities embed the need to perform disaster management activities into business continuity arrangements, to allow for different staffing and resourcing needs during events

### Planning for disaster management is a collaborative process

- Disaster management groups ask for feedback and input from members while developing the disaster management plan
- Entities involve others, both internally and from other entities, in the planning process, and collaborate with them when developing plans and strategies for disaster management

### Planning for disaster management is coordinated between entities

- The update or release of new versions of the *Queensland State Disaster Management Plan* is a trigger for other entities to conduct a planning process to revise their own plans
- Planning by state agencies is conducted collaboratively with district and local entities with interlinked roles and responsibilities to ensure that the resulting plans are interoperable

### Planning for disaster management is undertaken and informed by the appropriate entities

- Planning for disaster management plans is led by the responsible entity in accordance with the *Disaster Management Act 2003* and the *Queensland State Disaster Management Plan*, and involves all relevant entities, such as members of the relevant disaster management group
- Planning for disaster management is informed by entities with skills, knowledge, expertise or accountability, for example:

- o planning related to floodplain management is informed by flood engineers
- o planning related to community engagement is informed by individuals with engagement, marketing or communications expertise
- o planning related to places of cultural significance is informed by and involves Traditional Owners and Custodians

### Planning for disaster management is based on a recognised methodology
- Evacuation planning is conducted in alignment with methodology such as that described in the Australian Institute for Disaster Resilience's *Evacuation Planning Handbook*

## The planning process

### The planning process provides a shared understanding of agreed roles and responsibilities
- The roles and responsibilities of different entities are discussed with them during the planning process, so that all of the entities involved understand and agree to them

### The planning process provides a shared understanding of capability and capacity
- The planning process provides an opportunity for entities to openly discuss their capability and capacity for disaster management activities with other entities, so that all of the entities involved share an understanding of what others are able to contribute and do

### The planning process provides a shared understanding of limits and escalation points
- Entities discuss and establish their capability limits and the extent of their capacity during the planning process, including how converging and compounding events might impact these, so that all entities involved understand each other's limits
- The planning process enables the entities involved to determine and agree to the points at which their collective ability to cope or capacity to respond will be exceeded, and the trigger points for escalation of requests for assistance

### The planning process provides a shared understanding of processes for escalation
- The planning process includes discussion and facilitates a shared understanding of the most effective ways to escalate requests for assistance to different agencies, entities, or different levels of Queensland's disaster management arrangements

### The planning process provides a shared understanding of the management of resources
- The different ways that entities manage and access resources, both internally and between different entities, is discussed during the planning process, so that the entities involved share an understanding of each other's resource management processes

### The planning process provides a shared understanding of internal arrangements that may affect others
- The planning process includes discussion between the different entities involved around internal arrangements and needs that may impact on other entities
- Entities discuss the internal timeframes that exist to gain approvals for supplying equipment to others during the planning process

## Communities

### Communities are included in the planning process
- Entities actively seek to include Traditional Owners in the process of planning for mitigation measures to be conducted in or around areas of cultural significance
- Landholders are included in bushfire mitigation and management planning conducted by area fire management groups

## Communities have access to relevant plans and information

- Entities designate relevant disaster management plans as 'public' so that they can be made available to the community
- Disaster management plans and information are publicly available on entities' websites, or physical copies are available on request

## Contact

Contact us for more information or to share your good practice ideas:
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