



Local Disaster Management Group

Public Health & Environment Subgroup

Terms of Reference

1. Intent

- 1.1 To provide advice and identify opportunities to ensure the preparedness and recovery of public health and the environment following a pandemic, natural or technological disaster event.

2. Scope

- 2.1 The terms of reference apply to Councillors, LDMG members and advisors, committee members and staff of Tablelands Regional Council (TRC).

3. Powers of the committee

- 3.1 This committee is established under Section 30 of the *Disaster Management Act 2003* (the Act).
- 3.2 Tablelands Regional Council, through the Local Disaster Management Group (LDMG) retains primary responsibility for managing disaster events within the local government area (s.4A).
- 3.3 The [LDMG Terms of Reference](#) and [Advisory Committees Policy](#) applies to this committee.

4. Purpose

- 4.1 Bring together Council, public health, environment, and government stakeholders to plan for and deliver a coordinated approach to protecting public health and the environment response and recovery from a disaster event.
- 4.1.1 Coordinate the provision of emergency water and sanitation services and implementation of measures to control the spread of infectious diseases.
- 4.1.2 Provide advice and guidance on food safety matters including vector and vermin control.
- 4.1.3 Provide advice on the collection, recycling, management and disposal of waste and hazardous/contaminated materials including asbestos.
- 4.1.4 Provide advice on the implementation of environmental protection measures including pollution incident response, sediment and erosion control.
- 4.1.5 Coordinate pest management response including prevention of weed seed spread.
- 4.1.6 Provide advice on the protection of threatened and endangered flora and fauna species, including the prevention of habitat loss.
- 4.2 Identify the organisations that are to be represented on the Subgroup and continuously review representation.

- 4.3 Liaise with other Subgroups and the LDMG as required to achieve objectives.
- 4.4 Provide strategic and practical advice to Council and other levels of government to guide public health and the environment response and recovery.
- 4.5 Evaluate the effectiveness of response and recovery operations to identify areas for ongoing improvement.

5. Membership

5.1 Representatives will be sourced from relevant government and non-government agencies based on the nature and impacts of a disaster event.

5.2 Members:

- 5.2.1 Secretary (TRC Officer) non-voting
- 5.2.2 TRC Manager Planning & Environment (Chair)
- 5.2.3 TRC Councillor or their delegate as advocate
- 5.2.4 TRC Environmental Health Officer
- 5.2.5 TRC Coordinator Natural Resource Management

A representative from:

- 5.2.6 Department of Environment and Science – Executive Officer or delegate
- 5.2.7 Tropical Public Health Service, Queensland Health – Manager Environmental Health or delegate
- 5.2.8 Queensland Health – Disaster Management Officer or delegate
- 5.2.9 Atherton Hospital – Director of Nursing or delegate
- 5.2.10 Queensland Parks and Wildlife Service – Principal Ranger or delegate
- 5.2.11 Department of Agriculture and Fisheries – Biosecurity Officer or delegate
- 5.2.12 Far North Queensland Regional Organisation of Councils – Regional Natural Asset Management & Sustainability Coordinator or delegate
- 5.2.13 Terrain Natural Resource Management – Community Partnerships or delegate

5.3 The committee may seek the advice of persons with a specialist knowledge and invite them to attend meetings as required.

6. Committee term

6.1 The committee is required as an ongoing operational requirement.

7. Meetings

7.1 Meetings will be held at a time and location that suits members.

8. Reporting

- 8.1 Meeting minutes and agendas will be made available to the Local Disaster Management Group.
- 8.2 Reports will be provided to the Local Disaster Management Group and Council upon request.

9. Evaluation of performance

- 9.1 The committee will undertake an annual assessment of performance against the Terms of Reference.

10. Responsibility

Council is responsible for the adoption, amendment and repeal of the Terms of Reference and the Chief Executive Officer is responsible for the development and amendment of any associated procedures and guidelines.

11. Review

It is the responsibility of the Chief Executive Officer to monitor the adequacy of the Terms of Reference and recommend appropriate changes. This Terms of Reference will be formally reviewed every three years or as required by Council.

This Terms of Reference is to remain in force until otherwise amended/repealed by resolution of Council.