Hazelwood Mine Fire Recovery Plan

Version 1.3

Document Acceptance and Release Notice

This is version 1.3 of the Hazelwood Mine Fire Recovery Plan for the 2014 Hazelwood Mine Fire.

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                         Manager Emergency Management

ENDORSED by: Hazelwood Mine Fire Recovery Committee   DATE:

ACCEPTED by:

(for release)   Regional Recovery Coordinator   DATE:

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Hazelwood Mine Fire Recovery Plan

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Hazelwood Mine Fire Recovery Plan

1. About the plan

This recovery plan has been developed by the Hazelwood Mine Fire Recovery Committee as the agreed plan for managing and implementing recovery activities following the Hazelwood Mine Fire 2014.

The fire was controlled on 10 March 2014; however smoke and ash continues to impact residents in the south of Morwell and surrounding areas. Early recovery activities commenced alongside the delivery of relief services to the community, including the establishment of an Information and Recovery Centre in Morwell. The activation of further recovery activities will require consideration of a number of factors, including the timing of people returning to their homes.

2. Purpose of the plan

The purpose of this plan is to set out the arrangements for coordinating and managing the planning and delivery of emergency recovery activities across the affected region in response to the Hazelwood mine fire. This plan includes:

- a description of the Hazelwood mine fire and its impacts
- the goal and objectives of recovery for the Hazelwood mine fire
- the governance, reporting and communication arrangements for the recovery environments across the six identified streams:
  - o Social and community
  - o Health
  - o Economic
  - o Built (including clean-up)
  - o Natural and Agricultural
  - o Community engagement
- an impacts narrative
- a Recovery risks and programs summary table
- recovery stream sub-plans.

This plan supports a multi-agency approach to recovery. The strategic initiatives and operational activities outlined will be implemented by a range of agencies, organisations and departments. It is based on the *National Principles for Disaster Recovery*[1] , which state that successful recovery relies on:

1. understanding the **context**
2. recognising **complexity**
3. using **community-led** approaches
4. ensuring **coordination** of all activities
5. employing effective **communication**
6. acknowledging and building **capacity.**

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[1] Community and Disability Services Ministers' Advisory Council, *National Principles for Disaster Recovery*, Australian Government, 2009, at www.fahcsia.gov.au/sa/communities/pubs/Pages/Recovery.aspx

This plan has been prepared with reference to the *State Emergency Relief and Recovery Plan* and the *Regional Emergency Recovery Plan*[2] and should be read in conjunction with agency specific recovery plans for the Hazelwood Mine Fire 2014.

3. Scope of the plan

This plan focuses on supporting the successful recovery of the communities of Morwell and surrounding areas impacted by the Hazelwood mine fire and nearby fires. While it provides broad guidance across multiple environments, it is not intended to be an implementation plan for *all* possible recovery activities undertaken by agencies and the community.

The plan is organised according to the four standard across-government recovery environments (social and community, natural, economic and built). In addition, given the unique nature of this event and the significant health and community impacts resulting from it, two additional recovery environments have also been identified (Health and Community engagement). These will drive the formation of additional working groups for the purposes of planning and delivery of recovery initiatives.

The recovery environments identified under this plan are:

- **Social and community** - recognising the disruption, financial hardship, trauma and stress affecting individuals, families and communities and undertake efforts to address recovery of people..

- **Health** – recognising the health concerns affecting individuals, families and communities and to contribute to recovery needs. This recovery environment will also consider health service system responses.

- **Built (clean up)** – recognising the need for the remediation of essential infrastructure and other built assets in the affected areas. This recovery environment will have a particular focus on clean-up.

- **Economic** – recognising impacts on small business and tourism in the affected area

- **Natural and Agriculture** – monitoring and restoring the natural environment and addressing impacts on primary production.

- **Community engagement** – recognising the importance of how we communicate with impacted communities during recovery and the importance of communities' involvement in identifying their own recovery needs and how we empower them in the ongoing recovery of their community.

4. The Hazelwood Mine Fire

On 9 February 2014 a fire suspected to have been deliberately lit made its way into the Hazelwood open cut coal mine. The fire generated significant smoke across the town of Morwell and surrounding areas. The Environment Protection Authority has been closely monitoring the particulate matter in the smoke and the Department of Health has been communicating with the public on potential health impacts.

On Friday 28 February 2014, a recommendation was issued for 'at risk' people who live or work in the South Morwell area to relocate away from near the open cut mine. Victoria's Chief Health Officer, Dr Rosemary Lester, identified 'at risk' individuals as being:

- pregnant women

- residents aged 65 and over

- children under school age (under 5 – including babies and infants)

- anyone with pre-existing heart or lung conditions.

Early recovery activities commenced alongside the delivery of relief services to the community, including the establishment of an Information and Recovery Centre in Morwell. Among these, a range of short-term and longer-term options have already been made available to people living in affected areas to take a break from the smoke. These have included:

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[2] For more details visit: www.dhs.vic.gov.au/about-the-department/plans,-programs-and-projects/plans-and-strategies/emergency-management/state-emergency-relief-and-recovery-plan

- Respite Centre in Moe, including free transport for access

- Free V/Line bus and train travel

- Free access to Melbourne Zoo, Werribee Zoo and Healesville Sanctuary

- Information and Recovery Centre

- Community Health and Assessment Centre

- Scouts Victoria free accommodation at a number of campsites across Victoria

- Holiday Homes Program (coordinated through Tourism Victoria and Latrobe City Council)

- Small Business Hardship Fund

- Small business mentoring and business breakfasts

The Department of Human Services has offered different forms of assistance to support people to access these options including:

- Respite Payments

- Relocation Payments

- Assistance with finding accommodation for the purposes of temporary relocation

On 10 March 2014 the fire was controlled and on 17 March 2014 Victoria's Chief Health Officer lifted the recommendation for 'at risk' people who live or work in the South Morwell area to relocate away from near the open cut mine.

5. Goal and objectives for recovery

The goal for recovery from the Hazelwood mine fire is to increase the resilience of impacted communities so that they are stronger and safer than before the Hazelwood mine fire occurred.

Our recovery objectives are to:

- provide people, enterprises, local governments and other stakeholders affected by the mine fire with the information, support and services needed to pursue their recovery;

- plan and deliver recovery supports in a manner consistent with the *National Principles for Disaster Recovery* – using a coordinated approach, which is tailored to community contexts, recognises complexity, engages communities, communicates effectively, and acknowledges and builds community capacity;

- plan and deliver a coordinated range of recovery services across the environments of:

  - Social and community

  - Health

  - Built (clean-up)

  - Economic

  - Natural and Agriculture

  - Community engagement

- inform recovery at the state level so that state-led recovery initiatives are appropriate; and

- mitigate known and potential risks resulting from the emergency.

6. Transition from response to recovery

As at 10 March 2014 the Hazelwood mine fire was controlled; however it is still being managed by the control agency (CFA). Formal transition from response to recovery has not been finalised. The Hazelwood Mine Fire 2014 Recovery Transition Plan v1.0 was developed to document the initial arrangements for recovery planning during the transition phase.

As part of the transition process, it is the intended that the current 'Community Engagement Functional Unit' and associated 'Community Advisory Group' will transition from the Regional Emergency Management Team into the governance structure of this recovery plan.

7. Impact and risk assessment

7.1 Impacts

Good decisions about recovery require timely, accurate and progressively more comprehensive information about the impact of an emergency. This information informs the type of recovery services required.

A wide range of impacts from smoke and ash have been experienced by the Morwell community and those in surrounding areas. Impact, needs, and loss and damage assessment processes have commenced and will continue through the Hazelwood Mine Fire Recovery Committee. Initially, impacts identified from the affected community were collected through the implementation of the Community Engagement Strategy and from the following centres/sources:

- Community Respite Centre, Community Health Assessment Centre, DHS Assessment and Relocation Centres, Information and Recovery Centre, Latrobe City Council, Community Advisory Group and other agencies involved in the Regional Emergency Management Joint Public Information Committee
- Outreach to the Morwell community (residential and business premises).

Additional impact assessment data will also be sought through the Hazelwood Mine Fire Recovery Committee.

While the full impact of this event is not yet known, a description of known impacts as at 13 March 2014 are included in the appendices.

Refer to Appendix 1 for a table of impacts.

7.2 Risks

To assist in standardising the reporting of impacts and risks to the Hazelwood Mine Fire Recovery Committee, the table at Appendix 2 should be utilised by all agencies providing impact data and risks assessments to lead agencies for inclusion in this plan.

When determining confidence level, the following should be noted:

- High confidence level may be as a result of site assessment and/or expert advice.
- Medium confidence level may be as a result of expert opinion and/or direct reports from community.
- Low confidence level may be a result of a desktop estimate pending access to area.

While the full impacts and consequences of the emergency are not yet known, the risk table will help inform the Hazelwood Mine Fire Recovery Plan, and to identify the range of recovery activities that are likely to be required, based on impacts.

Refer to Appendix 2 for table of risks and associated recommended recovery programs.

8. Governance during recovery

At the State level, the State Recovery Coordinator will coordinate recovery through the 2014 Bushfires - State Recovery Coordination Team.

At the incident level, the Regional Recovery Coordinator will coordinate recovery through the Hazelwood Mine Recovery Committee, in conjunction with Latrobe City Council.

8.1. Recovery Committee

During an initial regional recovery planning meeting on 4 March 2014, it was agreed that the governance for recovery from the Hazelwood mine fire will be via the establishment of the Hazelwood Mine Recovery Committee.

This committee will initially be chaired by the Regional Recovery Coordinator and will include representatives of Latrobe City Council, Victorian Government departments and the Environment Protection Authority.

The Hazelwood Mine Fire Recovery Committee has documented the terms of reference for this committee – including its membership and roles and responsibilities.

Refer to Appendix 3: Terms of Reference for Hazelwood Mine Fire Recovery Committee.

8.2. Recovery Streams

A key responsibility of the Hazelwood Mine Recovery Committee is to confirm the recovery streams determined in initial recovery transition planning, and to confirm the lead agencies to support municipal recovery planning for these streams. The recovery streams and lead agencies to support municipal recovery planning and implementation for each are:

- Social and community recovery - Department of Human Services

- Health – Department of Health

- Economic recovery – Department of State Development, Business and Innovation

- Built environment (Clean-up) – Local Government Victoria

- Natural and Agriculture environment - Department of Environment and Primary Industries

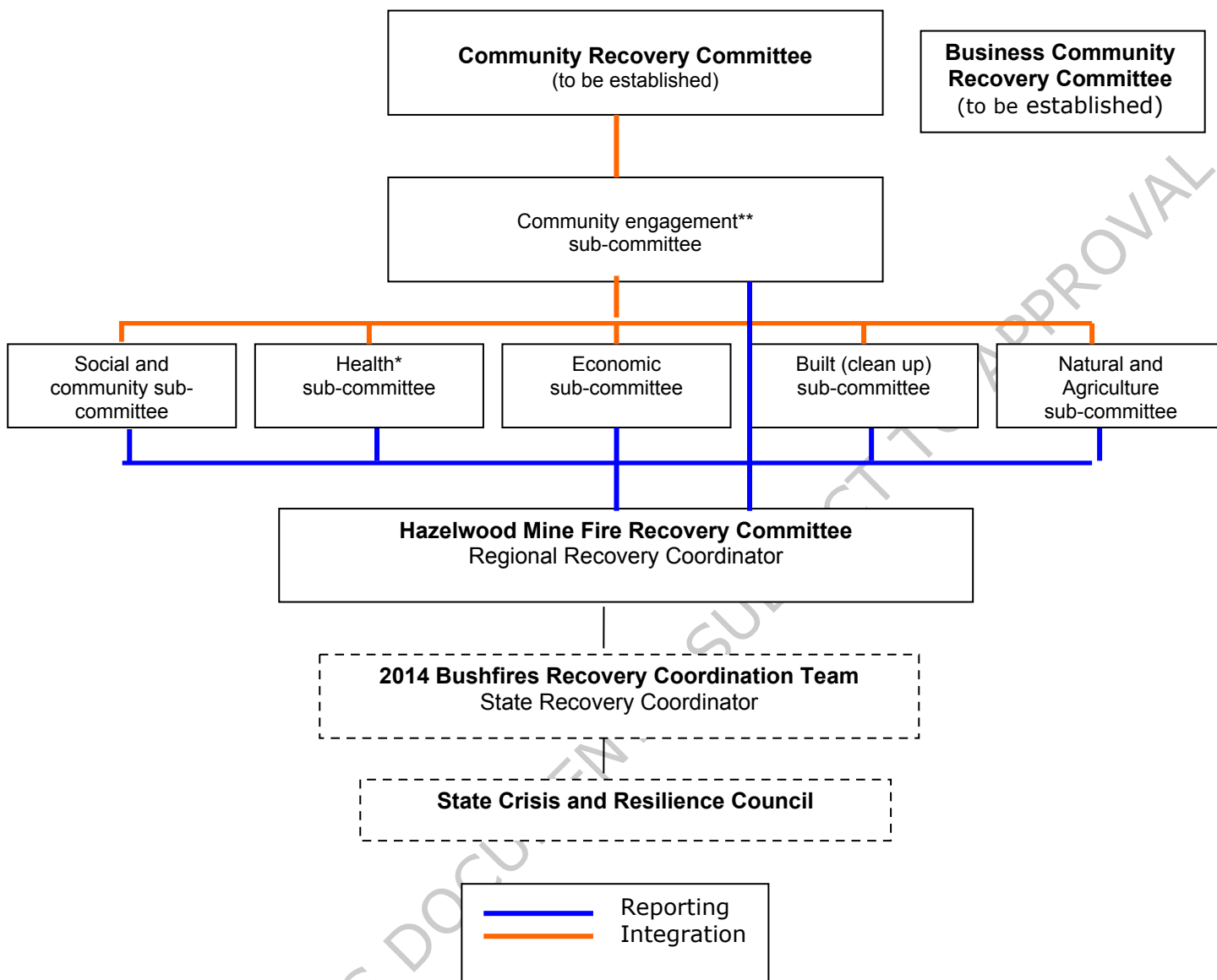- Community engagement – Department of Human Services/Latrobe City Council

Given the community's heightened interest in issues relating to the ongoing management of the mine, reporting of any issues and information will be through the Environment Protection Authority and Department of State Development, Business Innovation representatives on the Hazelwood Mine Fire Recovery Committee.

The Community Engagement sub committee will consider the potential to establish links between the Hazelwood Mine Environmental Review Committee and the Community Recovery Committee to strengthen information sharing and community representation related to the mine.

The governance structure for recovery is illustrated in Figure 1 below.

Figure 1. Governance Structure for Recovery for the Hazelwood Mine Fire 2014

*The focus will be on a possible health study and the health service system response.

** Community engagement strategies are coordinated across all recovery environments.

9. Recovery sub-plans

On the basis of initial impact assessments (Appendix 1), and the risk table (Appendix 2), the recovery lead agencies and municipalities have produced recovery sub-plans for the six streams (Appendices 4-9).

10.   Communications arrangements

The current Community Engagement Framework for the Hazelwood Mine Fire is being further developed in conjunction with the Community Engagement functional unit of the Regional Control Centre to streamline transition to recovery led communications and community engagement strategies. The Community Engagement sub-committee will work across all sub-committees to ensure full integration of communications messaging and methodology and community engagement strategies to support the affected community in Morwell and surrounding towns and areas.

11. Reporting arrangements

The Hazelwood Mine Fire Recovery Committee will oversee, monitor and report recovery activities to the 2014 Bushfires - State Recovery Coordination Team, as required, through the following agreed process:

- Municipalities and regional recovery agencies to provide information to Regional Recovery Coordinator through the lead agencies on the Hazelwood Mine Fire Recovery Committee, or as requested, for consolidated reporting of recovery activities and issues, including community recovery activities.

- A Recovery Activities Table will be updated by the lead agencies in conjunction with relevant members of the Hazelwood Mine Recovery Committee bi-monthly, or as determined by the committee.

12. Commonwealth funding

The federal Government provides funding under the National Disaster Relief and Recovery Arrangements (NDRRA) to assist States with natural disaster relief and recovery costs.

The federal government has notified Victoria of the eligibility of the February 2014 bushfire events for NDRRA funding. The announcement relevant to this recovery plan is Australian Government Reference Number 608 (Bushfires February 2014). Under NDRRA the following assistance is available:

- Personal Hardship and Distress Assistance, through emergency relief payments - to assist with emergency accommodation, food, clothing, personal items

- Personal and financial counselling

- Counter Disaster Operations

- Restoration of Essential Public Assets

- Concessional Interest Rate Loans for small businesses, primary producers and voluntary not-for-profit organisations

All Victorian Government departments and municipalities are required to report direct to the Department of Treasury and Finance for all Natural Disaster Relief and Recovery Arrangements and Natural Disaster Financial Assistance claims.

13. Recovery evaluation

The Department of Human Services is committed to continuously improving recovery coordination and recovery services through documenting, sharing and incorporating lessons learned into future planning and/or procedures. The evaluation of recovery from this event will be completed in accordance with Health and Human Services Emergency Management *Evaluation of Relief and Recovery: Framework and Guidelines.* The evaluation of recovery activities is expected to be completed during 2015.

14. Appendices

1. Impacts table
2. Recovery risks and programs summary table
3. Terms of Reference – Hazelwood Mine Fire Recovery Committee
4. Social and community recovery sub-plan
5. Health recovery sub-plan
6. Economic recovery sub-plan
7. Built (clean up) recovery sub-plan
8. Natural and Agriculture recovery sub-plan
9. Community engagement framework

Appendix 1 – Table of impacts

Impacts by Stream (narrative)

Social and Community

Members of the Morwell community are experiencing anxiety/stress and related issues arising from community dislocation and ongoing smoke, including:

- Loss of community events and social connectivity resulting from the dislocation of members of the community.

- Increased levels of family/household stress and prolonged impact of the emergency.

- Stigma related issues associated with the portrayal of Morwell resulting in diminished pride of place.

Many residents are focused on immediate practical challenges including extensive clean up of residences.

Residents are also expressing health concerns of residents due to prolonged exposure to smoke.

DEECD has reported that young people were exhibiting increased levels of misbehaviour/acting out during the emergency, due to increased family stress and anxiety coupled with their unique experience of the event. Young people may experience higher levels of disengagement and difficulties accessing supports.

The demographic analysis of the Morwell and surrounding communities indicates some residents have limited capacity to deal with the physical, emotional and financial demands of recovery particularly with respect to clean-up.

Literacy levels are lower in this community than much of Victoria which may require special consideration to assist residents access information and discuss their concerns.

Potential impact to local agencies due to increase in demand for services.

Health

Health protection advice – substantial increase in demand for advice.

Health advice was issued to the community on how to protect their health from smoke impacts. The advice varies according to predicted smoke impacts. A low level smoke advisory includes recommendations that the elderly, children and those with existing heart or lung conditions should limit prolonged or heavy physical activity outdoors. A high level smoke advisory recommends that everyone should avoid prolonged or heavy physical activity outdoors. The Chief Health Officer consistently advised the community to minimise their exposure to the smoke in order to protect their health throughout the incident – including recommending that during extended, very smoky conditions, sensitive individuals should consider temporarily staying with a friend or relative living outside the smoke-affected area. Everyone was encouraged to taking breaks from the smoke when possible. People were also advised that when at home during smoky conditions they should stay indoors with all windows and doors closed and switch air conditioners to recirculate.

On 28 February 2014 the Chief Health Officer advised that "at risk" people who live or work in the area of Morwell south of the railway line relocate away from the area. "At risk" people were identified as pregnant woman, people aged 65 and over, preschool children (under 5, including babies and infants) and anyone with pre-existing heart or lung conditions.

Health System Impacts

A Community Health Assessment Centre (CHAC), staffed by paramedics and nurses, commenced operation on 21 February 2014 to provide health assessments to the community. At the close of business 12 March 2014, 1,973 clients had presented at the CHAC. Of these 191 were referred on to

other health services for further assessment and 15 were transported to Latrobe Regional Hospital.

Presentations to the Emergency Department at Latrobe Regional Hospital have been monitored. The overall number of presentations to the Emergency Department is slightly higher than during the same period in previous years, but there are no trends that indicate discernable impacts of this incident on ED presentations.

General practices reported increased presentations of patients with respiratory conditions at times during the incident. This load was able to be managed within the normal business of the practices, and many practices have consistently reported that they have capacity to see additional patients if required.

The Nurse-on-call service was actively promoted within the community, and noted a small increase in demand.

Economic

Economic Recovery Sub-committee

Hazelwood Mine Fire Business Impact Narrative

Impact narrative for the Hazelwood mine fire has been gathered from a variety of sources, including the Latrobe City Council "door knock", Small Business Mentors and the Business Hardship Grants. Further information is expected to be gathered through the Destination Gippsland Economic Impacts Survey.

Latrobe City Council

Latrobe City Council's Economic Development Unit contacted 194 business proprietors in the Morwell CBD in late February 2014 and found that:

- 50% of businesses reported a major impact on trade;

- 30% reported some impact on trade; and

- 20% reported no impact on trade.

The survey also revealed anecdotal evidence of impacts to small businesses, including:

- Lower levels of pedestrian traffic within the Morwell CBD as residents followed instructions to remain indoors or leave the township in favour of a cleaner environment;

- The impact of the departure of residents from the streets of Morwell was exacerbated by the relocation of school students and legal precinct workers who often customise local food outlets and provide indirect demand for accommodation in Morwell;

- As business income was falling, business costs like rental and Council rates continued and additional costs associated with cleaning, air conditioning system maintenance, the purchase of specialist cleaning equipment, filters, air purifiers and food wastage were reducing margins further;

- Service industries like beauty therapy, hairdressing, physiotherapy, accommodation providers and business service providers lost bookings through heavy cancellations;

- Some employers said that they were considering forced redundancy because of the downturn in trade; and

- Other business operators reported significant reductions in productivity where safety restrictions like reduced outdoor activity were being agreed within their workplaces to reduce exposure to emissions.

Small Business Mentoring Service, Workshops and Mobile Business Centre

Small Business Victoria responded to the Morwell mine fire by providing support to small business owners in the form of workshops, free mentoring and information and visits by the Mobile Business Centre over 11 days throughout a four-week period from 3 – 29 March.

As at 26 March 2014, the Small Business Mentoring Service (SBMS) had seen 103 businesses. The types of businesses represented were predominately Accommodation and Food Services, Retail Trade, Other Services, Construction and Education and Training.

From the sessions, the key impacts of the Hazelwood mine fire and associated smoke on business include:

- In the first week, an inability to access their premises as they were located in close proximity to the mine site and a number of roads in the area were closed including the Princes Highway;

- Low turnover due to smoke and dust within the CBD and lack of car and foot traffic;

- Some businesses experienced days with no customers at all, and some reported that they were forced to close for periods of time;

- Employees were adversely affected with sore eyes and throats, headaches, dizziness, nausea, difficulty breathing and generally being unable to cope with the environment;

- Additional non value adding work due to requirement for continual cleaning, with cleaning while the fire was active generally taking up to three hours per day against a norm of one hour per day;

- Additional expenses in continual servicing of air conditioning units, including replacing filters, chillers and other exposed electrical equipment;

- Stock losses due to contamination and smoke infusion, with clothing and footwear shops reporting that some of their stock has been contaminated by coal ash and the smell of burning coal has permeated their stock; and

- Slow reaction of some businesses in cancelling/reducing forward orders, particularly on foodstuffs.

VECCI Small Business Grants

As at 31 March 2014, 100 applications for assistance have been received by VECCI. The main industry sectors represented are Retail (cafes, restaurants, beauty) and Recreation and Services (swim schools, golf course etc). There are limited applications to date from the manufacturing sector.

The recorded losses associated with the applications reflect the feedback from the Small Business Mentoring Service. Clean up has been raised as a significant issue in many applications.

Built (clean up)

The Hazelwood mine fire has created a significant build-up of ash and smoke residue in the Morwell township.

Since the fire commenced, ash and dust has accumulated on footpaths, roads, windows, shop fronts and public spaces.

The ash and residue entered inside most domestic and commercial properties to some degree, with large amounts of ash and dust accumulating internally and externally in and around some private residences.

It is acknowledged that some residents will be unable to clean their own properties and will require assistance to clean their homes

Many residents will require information and access to appropriate cleaning equipment to encourage self cleaning and resilience

Natural and Agriculture

The Hazelwood mine fire and the resultant smoke impact on the Morwell and surrounding communities have presented a unique set of circumstances for environmental monitoring and operational decision making.

EPA has steadily built from a platform of operational continuous monitoring, to multiple layers of testing and sampling. This supports a range of agencies activities, as well as the response to queries and anticipated queries from the community.

No environment or agriculture impacts have been reported.

Appendix 2 – Recovery Risks and Programs Summary Table

This register has been developed to capture the identified risks as a result of the Hazelwood Mine Fire. The risk ratings are provided in the context of the risk to the regional and incident level. It is anticipated that low level risks will be managed within current agency/local arrangements, as applicable, and extreme level risks will be escalated to the state level for consideration and decision.

Impact/Damage/Loss (description)	Risks to be managed (description and rating – see risk assessment matrix)	Source of information (quote)	Confidence in data* (High/Medium/Low)	Recommended response (description)	Estimated cost ($ capital) ($ maintenance)	Responsible Agency (agency and contact officer)
Social and Community						
Impact to local services due to increase in demand for services	**High** - accumulative stress and impacts across age groups	Social & Community Recovery sub committee	High	Additional capacity into local services (12 months): • Generalist counselling • Relationship/family counselling • Financial counselling Targeted programs including: • Parenting support programs • Supporting the supporters Drug/alcohol services	$180,000 $60,000 Casework support $120,000 $65,000	Department of Human Services/Department of Health
Dislocation resulting in loss of social connectiveness. Diminished pride of	**High** – lengthy media coverage, multiple and extended relocations of households, schools and	Latrobe City Council doorknock DHS Call Centre	High	Community development program (18 months) • Community development officer	$180,000	Latrobe City Council

place.	other services/activities	Visits to Community Information & Recovery Centre		• Community Engagement and Communications support Targeted Programs • Community leadership • Youth leadership • Community events • Activities (story telling, history, arts projects) Professional development	Community & youth leadership $40,000 $25,000 $25,000	
Increased levels of family stress, disengagement by children and youth	**High** – accumulative stress coupled with unique experience of the event by children and youth	Social & Community recovery sub committee	Medium	Targeted programs • Activities School programs	$55,000	Latrobe City Council with DEECD
Social isolation and/or lack of connection with existing support agencies	**High –** social isolation evidenced during outreach during response phase	Red Cross outreach Latrobe City Council doorknock	High	Outreach program	$20,000	Latrobe City Council
Health						
Community concern about long term health effects	Concern in the community about the potential for long terms health impacts of exposure to smoke. Likelihood: Almost	Media and community engagement activities	Medium	Health study	TBC	Department of Health (Health Protection Branch)

| | certain

Consequence: Moderate. | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| Community concern regarding access to primary health care | Concern in the community about lack of access or availability of primary health care services,

Likelihood: Possible

Consequence: Minor. | Media and community engagement activities | Low | Promote availability of GP services | Nil | Department of Health and Ambulance Victoria |
| **Economic** | | | | | | |
| Immediate small business closure and/or reduction in local employment | High - Business closure, increased unemployment or under-employment due to immediate impact of loss of trade and revenue. | LCC Business Survey Economic Recovery sub committee | High | Small Business Mentoring Service

Mobile Business Centre

VECCI Morwell Business Relief Fund – grants available from $1,000 to $10,000. | $20,000

$20,000

$2 million | DSDBI |
| Longer term decline in economic and business activity in Morwell | High - Decreased business and consumer confidence in Morwell

Business proprietors lack the knowledge to manage and recover from the event. | Economic Recovery sub committee | Low | Small Business Recovery Support Workshops

Ten copies of "Are U Ready" delivered to Latrobe City for distribution to libraries.

Events | $60,000

$130

$45,000 | DSDBI |

Increased costs of doing business in Morwell	Medium – higher costs associated with cleaning, equipment purchase, maintenance and similar issues	LCC Business Survey Economic Recovery sub committee	High	Disaster Recovery Loans – up to $100,000 at 1.7% over 5 years for recovery or to alleviate financial burden Applications close 30 Sep 2014	NDRRA supported arrangement	Rural Finance Corporation
Built (clean up)						
Ash and dust has accumulated on footpaths, roads, windows, shop fronts and public spaces	Public spaces and infrastructure within the town of Morwell and surrounding areas will require cleaning	Inspections, outreach	High	Council will engage contractors to undertake cleaning work A combination a sweeping, washing, high pressure cleaning and dusting will be used.	Part of $2M funding package announced	Local Government Victoria Latrobe City Council
Large amounts of ash and dust have accumulated in private residences both internally and externally	Some residents will be unable to clean their own properties	Inspections Outreach Council survey HACC information	High	Council will engage head contractor to provide assisted clean-up for residents requiring support including those who are HACC eligible.	Part of $2M funding package announced	Local Government Victoria Latrobe City Council
Large amounts of ash and dust has accumulated in private residences both internally and externally	Residents will require cleaning information and health and safety advice to support self cleaning	Inspections Outreach Council survey	High	Council administer the clean up program via a call centre and Community Information and Recovery Centre. Council will provide the self clean equipment and manage the booking and distribution of the items to residents in collaboration with local service clubs and community groups.	Part of $2M funding package announced	Latrobe City Council

Natural and Agriculture						
Community Engagement						
Confusion and lack of confidence by community in information provided by government/agencies	Continued anger, frustration and anxiety experienced by community	Feedback to date during the response phase	High	Comprehensive community engagement framework and implementation plan, supported by communications plan.	$664,000	Department of Human Services and Latrobe City Council

*refer to 7.2 Risks for further information

Risk Assessment Matrix

Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Severe
Almost Certain	M	H	H	E	E
Likely	M	M	H	H	E
Possible	L	M	M	H	E
Unlikely	L	M	M	M	H
Rare	L	L	M	M	H

Appendix 3 – Terms of Reference

Hazelwood Mine Fire Recovery Committee

Terms of Reference

1.   **Aim:**
- The aim of this committee is to coordinate and manage the planning and delivery of emergency recovery activities in response to the 2014 Hazelwood mine fire.

2.   **Objectives:**
- To provide people, businesses, local government and other stakeholders affected by the Hazelwood mine fire with the information, support and activities needed to pursue their recovery.
- To plan and manage the delivery of recovery supports in a manner consistent with the *National Principles for Disaster*.
- To plan and manage a coordinated range of recovery services across the environments of social and community, health, economic, built (clean-up), natural and agriculture and community engagement.

3.   **The Committee is responsible for:**
- The Hazelwood Mine Fire Recovery Plan including all available impact assessment data and an assessment of long-term risks
- Oversight and guidance of sub-committees established and sub-plans of this plan
- Planning for, and coordination of, a range of recovery activities aimed at addressing the needs of affected communities
- Report and make recommendations to the State Crisis and Resilience '2014 Bushfires - State Recovery Coordination Team' regarding potential funding opportunities to further build the resilience of recovering communities
- Monitor the implementation of recovery activities across affected communities to ensure that recovery needs are being effectively met
- Plan for the establishment and support of community recovery committees when required
- Undertake evaluation of recovery activities in accordance with *Health and Human Services Emergency Management Evaluation of Relief and Recovery: Framework and Guidelines*.

4.   **Membership**
- Department of Human Services
- Department of Health
- Latrobe City Council
- Department of State Development, Business and Innovation
- Department of Education and Early Childhood Development
- Department of Environment and Primary Industry
- Department of Transport, Planning and Local Infrastructure
- Environment Protection Authority
- Country Fire Authority
- Regional/Incident Controller

5.   **Proceedings**
- Committee meetings will be held fortnightly for two hours on a Tuesday. The committee may choose to vary this frequency however based on need or changing circumstances.
- The Regional Recovery Coordinator will act as the Executive and schedule meeting dates, and draft agendas and actions notes with items sought from committee members.
- The committee will determine the requirement for specialists, subject matter experts, additional working groups, extraordinary meetings and additional member organisations where necessary.