

National Risk Assessment Framework

Communications Plan

07 April 2008
Version 1.7

Acknowledgements

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DOCUMENT ACCEPTANCE and RELEASE NOTICE

This is version 1.7 of the National Risk Assessment Framework Communications Plan

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ACCEPTED: _____ DATE: ___/___/___
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1. BUILD STATUS:

Version	Date	Author	Reason	Sections
1.7	07 April 2008	Erin Fyle	Seventh Draft	2, 3, 4
1.6	14 March 2008	Chris Beattie	Sixth Draft	3, 5,
1.5	27 February 2008	Chris Beattie	Fifth Draft	2, 3, 4, 5, 6
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1.3	4 May 2007	Chris Beattie	Third Draft	All
1.2	30 April 2007	Sharon Sherman	Second Draft	All
1.1	21 Mar. 07	Glenna Joseph	First Draft	All

2. AMENDMENTS IN THIS RELEASE:

Section Number	Amendment Summary
2, 4	Project title changed from National Risk Assessment Guidelines to National Emergency Risk Assessment Guidelines.
3	Addition to the External National stakeholders list.

3. DISTRIBUTION:

Copy No(s)	Version	Issue Date	Issued To
1-17	1.3	07 May 2007	National Risk Assessment Advisory Group (17 copies)
18 - 24	1.5	27 February 2008	National Risk Assessment Guidelines Project Steering Committee
24-31	1.6	14 March 2008	National Risk Assessment Guidelines Project Steering Committee
Electronic	1.6	14 March 2008	NRAAG, TRAAC
Electronic	1.7	02 June 2008	National Risk Assessment Guidelines Project Steering Committee

1. Background

The National Risk Assessment Framework (NRAF) was developed to address issues identified in the 2002 report to the Council of Australian Governments (COAG) 'Natural disasters in Australia: Reforming mitigation, relief and recovery arrangements'. The report stated that in Australia there was a 'lack of independent and comprehensive systematic natural disaster risk assessments, and natural disaster data and analysis'. The main goal for the National Risk Assessment Framework is to support the development of an evidence base for effective risk management decisions, thereby delivering the outcomes sought in Reform Commitment 1 of the COAG report.

The NRAF focuses on risk assessment for sudden onset natural hazards to underpin natural hazard risk management and natural hazard mitigation. Financial, socio-economic, casualty, political and environmental risk arising from natural hazards is covered by the framework. A broader and more systematic approach to risk assessment that involves all levels of government will stem from the workplan that supports the framework.

The primary driver of the framework is the need to develop an improved evidence base for effective risk management decisions on natural hazards.

Roles in the framework are the responsibility of a number of stakeholders including Federal, State/Territory and Local government agencies, national committees, advisory groups and non-government organisations including the private sector and peak industry bodies. This varied group of stakeholders will require a broad range of communication methods and strategies with varying information requirements and expectations to successfully develop and implement the NRAF.

2. Objectives

The objectives of this communication plan are:

1. Inform stakeholders of clearly defined goals, outputs and outcomes of the National Risk Assessment Framework.
2. Encourage buy-in from state officials, administration, staff and community partners of the NRAF.
3. Maximise the utilisation of tools, guidelines and other outputs produced.
4. Support the development of, acceptance and implementation of the National Emergency Risk Assessment Guidelines.

3. Target Audience(s)

The key groups of stakeholders targeted by this communication plan are:

Internal (inside AEMC Framework)

- Ministerial Council for Police and Emergency Management – Emergency Management (MCPEM-EM)
- Australian Emergency Management Committee (AEMC)
- Strategic Management Group (SMG) to AEMC
- National Spatial & Information Management Working Group (NSIM)
- Emergency Management Information Development Plan Working Group (EMIDP WG) through NSIM
- National Community Safety Working Group (NCSWG)
- National Flood Risk Advisory Group (NFRAG)
- Remote Indigenous Communities Advisory Committee (RICAC)

- Technical Risk Assessment Advisory Committee (TRAAC)
- Australian Tsunami Working Group (ATWG)

External - National

- Antarctic Climate & Ecosystems Cooperative Research Centre (ACE CRC)
- Australian Council of State Emergency Services (ACSES)
- Australasian Fire Authorities Council (AFAC)
- Bureau of Meteorology
- Geoscience Australia
- Attorney General's Department (including Emergency Management Australia)
- Department of Climate Change
- Australian Local Government Association (ALGA)
- State/Territory Local Government Associations (LGAs)
- Bushfire CRC
- Commonwealth Scientific and Industrial Research Organisation (CSIRO)
- Emergency Management Sector Working Group (EMSWG)
- Local Government & Planning Ministerial Council (LGPMC)
- Planning Officials Group (POG)
- National Counter Terrorism Committee (NCTC)
- Planning Institute of Australia
- Engineers Australia
- Institute of Public Works Engineering Australia
- Insurance Council of Australia (ICA)
- Australian Building Codes Board (ABCB)
- Standards Australia
- Risk Frontiers – Macquarie University
- Cyclone Testing Station – James Cook University

External – Jurisdictional stakeholders as identified by NRAAG representatives but including

- Local Government Associations
- Relevant emergency management committees
- Relevant state and local agencies
- Relevant industry groups and associations at jurisdictional level

4. Key Messages

Emergency Risk Assessment

- a. Emergency risk assessment synthesises the likelihood and consequences of emergencies and disasters.
- b. Emergency risk assessment is a key element in emergency management. It transforms data into useful information that can assist decision makers at all levels, particularly with respect to mitigation strategies.
- c. Many groups and agencies are doing emergency risk assessments, at the local and State levels and for specific hazards. Most States have a requirement that local government-based groups undertake emergency risk assessments, partly driven by the needs of NDRRA.
- d. There are various versions and approaches to emergency risk assessment. Key information needed for assessments may or may not be available. The quality of the results is therefore not consistently reliable.
- e. There is a generally recognised need for an improved evidence base for effective risk reduction in relation to natural and other hazards that affect communities in Australia.

COAG Report: *Natural Disasters in Australia*

- f. The Report to COAG, *Natural Disasters in Australia* was released late in 2003. It contained 66 recommendations including 12 commitments aimed at reforming natural hazard management in Australia. All jurisdictions have agreed in principle to the recommendations, and many have been implemented.
- g. Reform Commitment 1 of the Report commits to 'develop and implement a five-year national programme of systematic and rigorous disaster risk assessments'.

National Risk Assessment Framework for Sudden Onset Natural Hazards

- h. The *National Risk Assessment Framework for Sudden Onset Natural Hazards* (NRAF) has been developed by the National Risk Assessment Advisory Group [to AEMC], with jurisdictional membership and led by Geoscience Australia.
- i. The NRAF directly supports the fulfilment of Reform Commitment 1.
- j. The NRAF was endorsed by AEMC in April 2007 and is being maintained by Geoscience Australia
- k. The Framework (is a document that) includes goals, roles, and framework structure.
- l. The Framework is intended to engage all jurisdictions and agencies in a comprehensive framework and program to both bring greater consistency in approaches to emergency risk assessment, to provide better data and other inputs in order to enhance the quality, consistency and comparability of the results.

How it can benefit you:

- m. New/Improved National Emergency Risk Assessment Guidelines – drafted late 2008 – calibrated for state/territory, regional (sub-state) or local application
- n. Better and more reliable risk assessment methods and tools (usable by a variety of users/groups)
- o. Better access to baseline data about hazards for people and groups undertaking risk assessments, the community and the environment
- p. Greater access to collaboration and systems for coordinating, sharing, aggregating and making available consistent information on risk

Links with other national activities

- q. The National Spatial & Information Management Working Group (NSIM) has developed a Spatial Strategic Plan 2007-2010 that emphasises the development of a spatial information capability for Australia that is an integral component of decision making. That data management capability will support the NRAF.
- r. The Australian Bureau of Statistics (ABS) produced the Emergency Management Information Development Plan (EMIDP) which outlines priorities for data and information in the emergency management sector.
- s. The National Climate Change Adaptation Framework which calls for a coordinate risk based approach to adaptation.

Planned activities under the NRAF

- t. The NRAF incorporates an implementation plan that will lead to production of improved baseline information, improvement of risk assessment methods and managing and accessing risk information.
- u. The first specific activity will be the development of national guidelines for emergency risk assessments at state, regional (sub-state) and local application. Development will involve consultation with stakeholders in all jurisdictions and pilot studies. Progress information will be available through 2008.

What you can do

- v. Participate in consultations as part of the development of the national guidelines
- w. Be conscious of the developing products of the NRAF and its contribution to your needs. Check on its progress and what's available to you at www.ga.gov.au.

5. Action Plan and Communication Methods

Stakeholder Analysis

Stakeholder	Nature of Stakeholding	Key issues for project associated with stakeholder	Communication Method
MCPEM-EM	<ul style="list-style-type: none"> - Provides high level support and endorsement - Gauges jurisdictional support - Provides conduit to COAG 	<ul style="list-style-type: none"> - Advocacy of NRAF - Provides imprimatur for jurisdictional reforms 	<ul style="list-style-type: none"> - Ministerial Minutes and Briefing Notes from individual jurisdictional reps - MCPEM-EM agenda papers via AEMC
AEMC	<ul style="list-style-type: none"> - Provides positive high level support - Contributes to programme governance - Provides conduit to MCPEM-EM / COAG - Gauges/reflects national priorities - NRAAG reports to AEMC 	<ul style="list-style-type: none"> - Advocacy of the NRAF - Approval of works plan - Conduit for implementation / adoption of outputs in jurisdictions 	<ul style="list-style-type: none"> - Briefings to AEMC from Chair NRAAG / Chair TRAAC - Progress reports from NRAAG distributed with AEMC papers - Electronic circulation of outputs - Represented on steering committee
SMG	<ul style="list-style-type: none"> - Provides jurisdictional representation - Prioritises AEMC works plan - Advocates priority issues to AEMC and within jurisdictions 	<ul style="list-style-type: none"> - Advocacy of the NRAF - Provides feedback on relative merits and priorities of works - Provides linkages to strategic partnerships 	<ul style="list-style-type: none"> - Correspondence from Chair NRAAG - Briefings on the NRAF and Guidelines - SMG papers and dashboard reports
NCSWG	<ul style="list-style-type: none"> - Coordinates national priorities and approaches for community awareness 	<ul style="list-style-type: none"> - Community advice needs to be informed by best practice risk assessments 	<ul style="list-style-type: none"> - Correspondence from Chair NRAAG - Progress reports from NRAAG distributed electronically - Electronic circulation of outputs
NFRAG	<ul style="list-style-type: none"> - Provides national forum for consideration of flood risk management methodologies and approaches 	<ul style="list-style-type: none"> - Need to obtain advice and inputs to development of nationally agreed flood risk 	<ul style="list-style-type: none"> - Correspondence from Chair NRAAG - Progress reports from NRAAG distributed

Stakeholder	Nature of Stakeholding	Key issues for project associated with stakeholder	Communication Method
	<ul style="list-style-type: none"> - Provides expert advice on flood risk assessment methodologies to the NRAF 	<ul style="list-style-type: none"> - assessment tools - Could advocate agreed flood risk tools and methodologies back to jurisdictions 	<ul style="list-style-type: none"> - electronically - Electronic circulation of outputs
NSIM	<ul style="list-style-type: none"> - Provides oversight of the implementation of the NSIM Strategic Works Plan - Prioritises developments in data acquisition and sharing - Provides national linkages to jurisdictional Spatial Information and National Security professionals - Provides oversight of the implementation of the EMIDP - Prioritises developments in data acquisition identified by EMIDP 	<ul style="list-style-type: none"> - Data and knowledge gaps can be targeted in context of the NSIM Strategic Works Plan and by the ongoing work of NSIM - Could advocate agreed data collection priorities and methodologies back to jurisdictions - Data and knowledge gaps can be targeted in context of EMIDP 	<ul style="list-style-type: none"> - Correspondence from Chair NRAAG - Briefings
CRCs (ACE / Bushfire)	<ul style="list-style-type: none"> - Provides national leadership for consideration of bushfire, climatic and coastal risks - Can provide expert advice on emerging risk assessment methodologies 	<ul style="list-style-type: none"> - Outputs from CRCs must inform the tools and guidelines developed under NRAF - NRAF should guide new initiatives to ensure consistency of risk outputs 	<ul style="list-style-type: none"> - Correspondence providing updates - Electronic circulation of outputs
ACSES / AFAC	<ul style="list-style-type: none"> - ACSES and AFAC improve awareness emerging issues within emergency service agencies - Provide national forums for emergency service agencies - Provides conduit for NRAF outputs into emergency service organisations - SESs support ERM activities in many jurisdictions 	<ul style="list-style-type: none"> - ACSES and AFAC can provide imprimatur for reforms - SESs support for ERM activities means that they must be supportive of NRAF for full implementation - Benefits of modifications and improvements to ERM Guidelines 	<ul style="list-style-type: none"> - Correspondence from NRAAG - Electronic circulation of outputs

Stakeholder	Nature of Stakeholding	Key issues for project associated with stakeholder	Communication Method
Australian Government Agencies (BOM, GA, AGD incl. EMA, DCC)	<ul style="list-style-type: none"> - Provide research capability - Provides positive support - National coordination 	<ul style="list-style-type: none"> - Data and knowledge gaps can be targeted by Aust Gov programmes - Awareness of programme objective and outputs 	<ul style="list-style-type: none"> - Correspondence - Steering Committee representation - Distribution of products and outputs from NRAF post implementation
ALGA	<ul style="list-style-type: none"> - Positive support for local participation 	<ul style="list-style-type: none"> - Needed to promote NRAF and its outputs to LGAs and local agencies 	<ul style="list-style-type: none"> - Correspondence - Advocacy via SMG, AEMC and MCPEM-EM
EMSWG	<ul style="list-style-type: none"> - Considers the competencies for ERM under the PSTP - Shapes EM education and capacity building 	<ul style="list-style-type: none"> - Changes to nationally agreed methodologies for ERM will necessitate amendments to course materials and content - NRAF may lead to a need for additional competencies or training requirements 	<ul style="list-style-type: none"> - Correspondence from Chair NRAAG - Distribution of products and outputs from NRAF post implementation
NCTC	<ul style="list-style-type: none"> - NRAF outputs <u>may</u> impact on security and CT risk assessment methodologies 	<ul style="list-style-type: none"> - Awareness 	<ul style="list-style-type: none"> - Correspondence from NRAAG - Distribution of outputs post implementation
Peak industry bodies	<ul style="list-style-type: none"> - NRAF outputs may change methodologies applied by members 	<ul style="list-style-type: none"> - Awareness 	<ul style="list-style-type: none"> - Correspondence from NRAAG - Distribution of outputs post implementation
LGPMC / Planning Officials Group	<ul style="list-style-type: none"> - Risk assessments inform land use planning decisions - Outputs will improve the robustness of the risk studies 	<ul style="list-style-type: none"> - Awareness 	<ul style="list-style-type: none"> - Correspondence from NRAAG - Distribution of outputs post implementation

Stakeholder	Nature of Stakeholding	Key issues for project associated with stakeholder	Communication Method
TRAAC	<ul style="list-style-type: none"> - Provides national forum for consideration of technical risk methodologies and approaches - Provides expert advice on natural hazard risk assessment methodologies to the NRAF 	<ul style="list-style-type: none"> - Need to obtain advice and inputs to development of nationally agreed technical risk assessment tools - Could advocate agreed risk tools and methodologies back to jurisdictions and other national agencies, universities etc 	<ul style="list-style-type: none"> - Correspondence from Chair NRAAG - Request briefing from on TRAAC works programme - Distribution of products and outputs from NRAF post implementation - Updates via joint NRAAG/TRAAC meetings
CSIRO	<ul style="list-style-type: none"> - Provide research capability - Provides positive support 	<ul style="list-style-type: none"> - Data and knowledge gaps can be targeted by Aust Gov programmes - Awareness of programme objective and outputs 	<ul style="list-style-type: none"> - Correspondence from Chair - Distribution of products and outputs from NRAF post implementation

Action Plan

Stages	Agent(s) / actions	Action Officer	Implementation dates	Key Message	Communication Method
Guidelines Development Stage 1: Understanding	1. NRAAG Chair to write to all internal and external stakeholders	Executive Officer to NRAAG	March 2008	F, I, J, M, N, Q, R, S, V, W, U	Correspondence
	2. Jurisdictional reps to meet with relevant jurisdictional stakeholders – pre Guidelines Development	NRAAG state/territory representatives	March 2008	F, I, J, M, N, Q, R, S, V, W, U	Forums/meetings
	3. Stakeholder project planning workshop	Project Manager	April 2008	A, B, C, D, E, F, G, H, I, J, K, L, V, W	Briefings/workshops
Guidelines Development Stage 2: Literature Review	1. Summary report detailing findings forwarded to stakeholders	Consultant	May 2008	A, B, C, D, E, F, G, H, I, J, K, L, V, W	Correspondence
Guidelines Development Stage 3: Stakeholder Consultation	1. Stakeholder consultation	Consultant	July 2008	A, B, C, D, E, F, G, H, I, J, K, L, V, W	Correspondence
	2. Summary report outlining issues and draft framework forwarded to stakeholders	Project manager	June 2008	A, B, C, D, E, F, G, H, I, J, K, L, V, W	Forums/meetings
Guidelines Development Stage 4: Data Analysis & Evaluation	1. Summary report detailing findings forwarded to stakeholders	Consultant	July 2008	A, B, C, D, E, F, G, H, I, J, K, L, V, W	Correspondence
Guidelines Development Stage 5: Design	1. Presentation to AEMC – exposure draft tabled	Chair NRAAG	August 2008	A, B, C, D, E, M, N, O, P, V, W	Briefings/workshops
	2. Presentation to NFRAG, NSIM	Executive Officer	August 2008	M, N, O, P, V, W	Briefings/workshops
	3. Jurisdictional reps to meet or correspond with relevant jurisdictional stakeholders – to consider	NRAAG state/territory representatives	August 2008	A, B, C, D, E, M, N, O, P, V, W	Correspondence/Forums/meetings

Stages	Agent(s) / actions	Action Officer	Implementation dates	Key Message	Communication Method
	<p>exposure draft</p> <p>4. Exposure draft of Guidelines released for consultation</p>	Consultant	August 2008	A, B, C, D, E, M, N, O, P, V, W	Correspondence
Guidelines Development Stage 6: Test	1. Summary report detailing outcomes from the pilot studies forwarded to stakeholders	Consultant	October 2008	A, B, C, D, E, F, G, H, I, J, K, L, V, W	Correspondence
Guidelines Development Stage 7: Verification	<p>1. Final draft of Guidelines released for review</p> <p>2. Jurisdictional reps to meet or correspond with relevant jurisdictional stakeholders – to consider exposure draft</p>	<p>Consultant</p> <p>NRAAG state/territory reps</p>	<p>November 2008</p> <p>November 2008</p>	<p>D, E, H, J, N, O, P, Q, R, S, T, W</p> <p>D, E, H, J, N, O, P, Q, R, S, T, W</p>	<p>Correspondence</p> <p>Correspondence / meetings or workshops</p>
Guidelines Development Stage 8 Implementation	<p>3. Presentation to AEMC and Guidelines tabled for agreement</p> <p>4. Jurisdictional reps to meet with relevant jurisdictional stakeholders – showcase guidelines</p> <p>5. Guidelines published, distributed for implementation and launched</p>	<p>Chair NRAAG</p> <p>NRAAG state/territory representatives</p> <p>Project manager, Chair NRAAG (launch), NRAAG state/territory representatives</p>	<p>February 2009</p> <p>March 2009</p> <p>March 2009</p>	<p>D, E, H, J, N, O, P, Q, R, S, T, W</p> <p>D, E, H, J, N, O, P, Q, R, S, T, W,</p> <p>D, E, H, J, N, O, P, Q, R, S, T, W,</p>	<p>Briefings/ workshops</p> <p>Forums/meetings</p> <p>Correspondence</p>