



Australian Government

PUARCV007 Facilitate long-term recovery planning for a disaster event

Release: 1

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Modification History

Release 1. This is the first release of this unit of competency in the PUA Public Safety Training Package.

Application

This unit describes the skills and knowledge required to collaboratively develop long-term recovery planning for a specific disaster event. Such plans focus on the principles of disaster recovery.

This unit applies to personnel who are responsible for the facilitation of long-term recovery planning of a specific disaster event at a local, district or regional level. Long-term recovery planning (as defined by the Australian Disaster Resilience Handbook Collection Community Recovery Handbook 2) is applied across the four recovery sectors, but not exclusive to the social, built, economic and natural environments.

It includes establishing long-term recovery context and framework, developing agreed planning processes and methodology, researching and analysing long-term recovery planning issues, developing and documenting long-term recovery plan, planning for the transition from long-term recovery and reviewing the long-term recovery plan.

This unit involves considerable engagement, communication and planning with numerous recovery stakeholders, within a time restricted environment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

Recovery.

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

PERFORMANCE CRITERIA

Elements describe the essential outcomes.

Performance criteria describe the performance needed to demonstrate achievement of the element.

1 Establish long-term recovery context and framework

- 1.1** Authority to plan is confirmed with reference to legislation, organisational direction, community and/or managerial agreement
- 1.2** Long-term recovery planning team is established with appropriate balance of expertise, entity representation and authority to plan
- 1.3** Recovery sub-committees are established correctly to assist with planning
- 1.4** Recovery structure is documented and authorisation arrangements for activation are implemented according to jurisdictional arrangements

2 Develop agreed planning process and methodology

- 2.1** Processes for negotiating outcomes, key performance indicators (KPIs), information management, reporting, accountability and decision-making strategies are developed, agreed upon and documented accurately
- 2.2** Planning responsibilities and processes are agreed upon and documented fully
- 2.3** Stakeholder communication and engagement strategies are developed and documented for the planning process, and for long-term recovery projects
- 2.4** Monitoring and evaluation strategies are confirmed with the recovery teams

3 Research and analyse long-term recovery planning issues

- 3.1** Context of impacted community, hazard data and hazard impact information about the disaster-affected community is obtained and validated to inform long-term recovery strategies and projects
- 3.2** Stakeholder engagement and communication is undertaken post-disaster impact to inform community-led recovery strategies and projects
- 3.3** Risk assessment is undertaken to develop risk management processes for each long-term recovery project according to jurisdictional arrangements

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| | 3.4 | The need of sub-committees to be established is facilitated |
| 4 | Develop and document long-term recovery plan | |
| | 4.1 | Rationale for each agreed recovery program and project is documented in long-term recovery plan |
| | 4.2 | Recovery planning incorporates delivery of lasting resilience outcomes as part of recovery activities |
| | 4.3 | Acquisition and application of organisational, human and equipment resources required for long-term recovery programs and projects are identified and documented in long-term recovery plan |
| | 4.4 | Financial and contractual arrangements for accessing or acquiring long-term resources and services are developed and documented |
| | 4.5 | Eligibility of long-term recovery projects and programs are checked against disaster funding arrangements |
| | 4.6 | Clear and concise language, appropriate for entities and target audience, is used in documentation |
| | 4.7 | Long-term draft recovery plan is distributed for review and comment to relevant stakeholders |
| | 4.8 | Long-term recovery plan is submitted for authorisation and funding approval to implement the plan |
| 5 | Review long-term recovery plan | |
| | 5.1 | Effectiveness of long-term recovery plan in meeting disaster-impacted community long-term recovery needs is reviewed on a regular basis |
| | 5.2 | Identified unforeseen barriers that may impact on implementation of long-term recovery plan are referred to lead recovery entity |
| | 5.3 | Adjustments to long-term recovery plan are analysed and revised, where necessary, to ensure they still meet recovery funding arrangements, and relevant legislative or jurisdictional requirements |
| | 5.4 | Adjustments to long-term recovery plan are documented and communicated to relevant stakeholders |
| 6 | Plan for transition from recovery | |
| | 6.1 | Mainstream service delivery to meet ongoing community recovery needs is analysed and confirmed as no longer required |

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| 7 | Monitor and evaluate long-term recovery outcomes | 6.2 | Ongoing recovery services are planned, transitioned and incorporated into ongoing planning, preparedness and resilience activities |
| | | 6.3 | Documentation relating to providing long-term recovery support is completed and recorded in accordance with organisational procedures |
| | | 6.4 | Acknowledgements are made to all stakeholders involved in long-term recovery planning and implementation |
| | | 7.1 | Methodology for evaluation and monitoring is developed that targets the assessment of the agreed outcomes, drawing on the established targets and indicators, including establishment of baseline measures. |
| | | 7.2 | Regular monitoring and evaluation are conducted to inform any adjustment to ongoing recovery programs based on changing needs, priorities, and outcomes |
| | | 7.3 | End of program evaluation is conducted based on approved methodology and plans |
| | | 7.4 | Key lessons are identified and communicated to key stakeholders to embed in design of future actions |

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the PUA Public Safety Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This is a new unit. No equivalent unit.

Links

Companion Volume Implementation Guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=3eca5672-6d5a-410b-8942-810d0ba05bbf>

Assessment Requirements for PUARCV007 Facilitate long-term recovery planning for a disaster event

Modification History

Release 1. This is the first release of this unit of competency in the PUA Public Safety Training Package.

Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least two separate occasions and include:

- documenting long-term recovery processes, including:
 - allocating responsibilities in the teams
 - identifying long-term recovery outcomes
 - implementing stakeholder engagement and communications strategies
 - implementing monitoring and evaluation strategies
 - developing an agreed long-term recovery plan and methodology
- documenting the long-term recovery plan, including:
 - confirming funding criteria for specific forms of recovery assistance
 - developing a transition recovery plan
 - defining community context of disaster-impacted community
 - engaging and liaising with relevant stakeholders
 - identifying recovery assistance measures to meet needs of disaster-impacted community
 - acquiring and applying organisational, human and equipment resources
- developing a monitoring and evaluation plan for a disaster recovery program
- establishing and documenting a recovery framework, including:
 - gaining the correct authorisations adhering to recovery and jurisdictional arrangements
 - establishing recovery teams
 - establishing sub-committees
- researching for long-term recovery, including:
 - assessing recovery needs of disaster-impacted community
 - developing a risk assessment plan.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- built environment recovery sub-committees

- community recovery principles, processes and practices
- definitions of disaster response and recovery
- disaster recovery funding arrangements
- disaster welfare services, processes and practices
- dynamic nature of recovery
- interconnection across recovery environments
- key recovery stakeholders
- lessons management
- monitoring and evaluation framework
- national monitoring and evaluation framework for disaster recovery programs
- psychological first aid
- recovery environments
- recovery planning
- recovery sub-committees, including social environment recovery sub-committee, economic environment recovery sub-committee, natural environment recovery sub-committee and built environment recovery sub-committee
- services provided in evacuation, relief or recovery centres and outreach teams
- stakeholder engagement strategies
- support services available for disaster-affected person and disaster-affected communities.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and personal protective equipment (PPE) currently used in industry.

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