**APPENDIX 3**

**EXERCISE AGENDA TEMPLATE**

**This agenda provides estimated timeframes for the day that can be adjusted accordingly. Simply delete or update guidance text in red.**

[INSERT EXERCISE NAME]

[INSERT VENUE]

|  |  |
| --- | --- |
| **Recovery Exercise Agenda** | |
| [INSERT DAY AND DATE] | |
| 08.30 | Arrival and registration |
| 09.00 | Welcome  [INSERT NAME]  Facilitators:  [INSERT NAME/S] |
|  | Welcome / Acknowledgment of Country  Welcome to Country by local Indigenous Elder |
| Housekeeping |
| Recovery exercise objectives |
| Who is in the room |
| Understanding who the community is – before the disaster |
| State/territory recovery arrangements in [INSERT LOCATION] |
| Disaster scenario: setting the scene  Co-presentation with emergency services organisation who would be the combat agency for the scenario event. |
| Fundamentals of community recovery – Part A |
| 10.55 – 11.15 | Morning tea – 20 mins |
|  | Fundamentals of community recovery – Part B |
| Recovery considerations: 3 weeks – 3 months |
| Elective module |
| 13.00 – 13.30 | Lunch – 30 mins |
|  | Recovery considerations: 6 months – 12 months |
| Six takeaways on recovery after disaster  Insights from Mallacoota on community-led recovery  *Two years into Mallacoota's recovery after the Black Summer fires, what advice do they have for other communities who might be facing or will face these sorts of challenges in the future?* |
| Recovery considerations: 12 months and beyond |
| 15.00 – 15.15 | Afternoon tea – 15 mins |
|  | Recovery considerations: whole group feedback session |
|  | Participant feedback |
| 16.30 | Exercise day close |