

## 1. Introduction

- 1.1 Emergencies have the potential to disrupt the strategic and operational activities of Council and adversely impact communities.
- 1.2 The roles of local government in emergency management are informed by the State Emergency Management Plan<sup>1</sup> (SEMP) and the Local Government Emergency Management Framework (LGEMF)<sup>2</sup>. They are enabled by the *Local Government Act 1999* (the Act), which outlines the requirement for councils to consider risks (including emergency risks) as follows:
  - 1.2.1 make informed and responsible decisions (section 6);
  - 1.2.2 take measures to protect their area from natural and other hazards (section 7);
  - 1.2.3 provide infrastructure for community and for development (section 7);
  - 1.2.4 ensure the sustainability of the council's long-term financial performance (section 8);
  - 1.2.5 assess the maintenance, replacement or development needs for infrastructure (section 122);
  - 1.2.6 identify anticipated or predicted changes in any factors that make a significant contribution to the costs of the council's activities or operations (section 122).
- 1.3 In addition, the Act requires councils to “*give due weight, in all its plans, policies and activities to regional, state and national objectives and strategies concerning the economic, social, physical and environmental development and management of the community*” (section 8).
- 1.4 Emergency management at the District Council of Mount Remarkable (Council) is enabled and supported by several legislations and delegations. Refer to Council’s Schedule of Delegations for details of all delegations.

## 2. Scope / Purpose

- 2.1 This policy applies to Council in exercising powers and functions under the various Acts and agreements to which it is a party in the State of South Australia. The scope of emergency management activities is limited to those listed in Section 4.
- 2.2 The purpose of the policy is to:
  - 2.2.1 Define the Council’s roles and responsibilities in emergency management;

<sup>1</sup> <https://dpc.sa.gov.au/responsibilities/security-and-emergency-management/state-emergency-management-plan>

<sup>2</sup> [https://www.lga.sa.gov.au/webdata/resources/files/ECM\\_672733\\_v18\\_Local%20Government%20Emergency%20Management%20Framework%202019%20update.pdf](https://www.lga.sa.gov.au/webdata/resources/files/ECM_672733_v18_Local%20Government%20Emergency%20Management%20Framework%202019%20update.pdf)

- 2.2.2 Ensure that Council maintains appropriate delegations and authority to undertake its emergency management responsibilities;
- 2.2.3 Ensure that Council prepares and maintains appropriate emergency management documents;
- 2.2.4 Support Council to maintain safe working practices during emergencies; and
- 2.2.5 Support Council to maintain effective protection for staff, assets and liabilities associated with emergency management activities

### 3. Policy Statement

- 3.1 The District Council of Mount Remarkable will undertake the roles and responsibilities outlined below in accordance with the SEMP and LGEMF.

### 4. Disaster Risk Reduction

- 4.1 In accordance with the SEMP, Council will:
  - 4.1.1 build and promote disaster resilience
  - 4.1.2 undertake cost-effective measures to mitigate the effects of emergencies on our community, including routinely conducting emergency risk assessments
  - 4.1.3 systematically take proper account of risk assessments in land-use planning to reduce hazard risk
  - 4.1.4 represent community interests in emergency management to other spheres of government and contribute to decision-making processes
  - 4.1.5 ensure all requisite local emergency planning and preparedness measures are undertaken
  - 4.1.6 undertake community education and awareness to support community-preparedness measures<sup>3</sup>
- 4.2 In accordance with the LGEMF, Council will:
  - 4.2.1 Understand and communicate current and emerging disaster risks
  - 4.2.2 Integrate disaster risk into existing plans and decision-making (e.g. strategic plans, risk frameworks, asset management plan, climate change plans)
  - 4.2.3 Partner with local stakeholders in addressing priority emergency risks

<sup>3</sup> Source – State Emergency Management Plan. Part 2, Arrangements 2.3 Local Government

- 4.2.4 Strengthen disaster resilience in communities through community development.

## 5. Incident Operations

- 5.1 In accordance with the SEMP, Council will:
  - 5.1.1 ensure an adequate Council emergency response capability is in place, including resources for local volunteers
  - 5.1.2 ensure appropriate local resources and arrangements are in place to provide and support emergency relief and recovery services to communities
  - 5.1.3 participate in post-emergency assessment and analysis.<sup>4</sup>
- 5.2 In accordance with the LGEMF, Council will:
  - 5.2.1 Develop a locally relevant risk-based suite of incident operational arrangements.
  - 5.2.2 Build capability of Council to participate in the Local Government Functional Support Group (LGFSG)
  - 5.2.3 Participate in incident operations in accordance with the i-Responda operating platform.

## 6. Recovery

- 6.1 In accordance with the SEMP, Council will:
  - Leadership
    - 6.1.1 Provide senior representation on local recovery committees
    - 6.1.2 Provide representation at community meetings
    - 6.1.3 Identify community impacts
    - 6.1.4 Liaise with the State agencies to determine potential recovery services
    - 6.1.5 Act as media spokesperson for local recovery issues
    - 6.1.6 Appoint a local recovery coordinator (if not provided by the State).
  - Community liaison
    - 6.1.7 Open lines of communication with local recovery service providers
    - 6.1.8 Establish communications with the community

<sup>4</sup> Source – State Emergency Management Plan. Part 2, Arrangements 2.3 Local Government

- 6.1.9 Support relief/recovery centres
- 6.1.10 Provide support in assessing, mapping and informing the community of the impacts of the disaster on the council area
- 6.1.11 Support liaison between the local recovery coordinator and the local recovery committee
- 6.1.12 Provide support and coordination to local volunteer efforts.

#### Community development

- 6.1.13 Appoint a community development officer (if not provided by the State)
  - 6.1.14 Support State agencies to identify impacts and areas of need
  - 6.1.15 Implement community development packages (if not provided by the State)
  - 6.1.16 Support recovery centres
  - 6.1.17 Coordinate local recovery service providers.<sup>5</sup>
- 6.2 In accordance with the LGEMF, Council will:
- 6.2.1 Provide leadership, co-ordination and advocacy when the community is impacted by disasters
  - 6.2.2 Plan for recovery to establish the principles, structures, partnerships and approaches that will guide council
  - 6.2.3 Secure grants and other funding assistance to support disaster recovery.

## 7. EMERGENCY MANAGEMENT DOCUMENTS

- 7.1 In addition to this Policy, Council will maintain an Emergency Management Plan, Incident Operations Arrangements (refer Clause 5 above) and any other supporting documentation that:
- 7.1.1 Describes the strategies and actions that Council will take to implement this policy
  - 7.1.2 Identifies relevant local, regional and state emergency management plans and arrangements that impact upon Council
  - 7.1.3 Responds to guidance for Council provided by the SEMP and other emergency management plans, strategies, frameworks and guidelines

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<sup>5</sup> State Emergency Management Plan. Part 2, Arrangements 6.6.9 Role of local government in recovery

- 7.1.4 Identifies linkages between emergency management objectives and Council's strategies and business, financial and other plans.
- 7.2 Council will maintain its commitment to locally relevant plans developed. Where Council resource commitments are made in these plans, they will be subject to the normal strategic and business planning processes of Council.
- 7.3 Council's emergency management documentation will be reviewed annually.

## **8. FINANCIAL SPENDING DURING EMERGENCIES**

- 8.1 Council will maintain relevant emergency management delegations as outlined in its Schedule of Delegations. This is further supported and defined in Council's Procurement Policy.
  - 8.1.1 Agreed financial support for community recovery will be considered and allocated for each emergency event upon evaluation.
  - 8.1.2 Council will support neighbouring councils at the discretion of the Chief Executive Officer during emergency situations.

## **9. SUPPORT TO CONTROL AGENCIES AND EMERGENCY SERVICES**

- 9.1 Council works within the requirements of the Work Health and Safety Act 2012. Occasionally, Council staff and/or equipment will be requested to support control agencies and emergency services in managing an emergency.
- 9.2 When Council resources are made available to support control agencies and emergency services this will be in accordance with:
  - 9.2.1 Council's incident operations arrangements
  - 9.2.2 LGASA Mutual Protection guide for incident operations
  - 9.2.3 The Local Government Incident Operations guide (including i-Responda)

## **10. Other Council Support**

- 10.1 In the event of emergencies that impact other Council areas, Council will endeavour to provide assistance in the provision of equipment and/or staff, as approved by the CEO on a case by case basis.

## 11. Local Government Functional Support Group

- 11.1 Council is a participating organisation of the Local Government Functional Support Group (LGFSG). The LGFSG has the responsibility of “Coordinating response from local government during an emergency” in accordance with Section 2.2 of Part Two of the State Emergency Management Plan.

## 12. Protection

- 12.1 To maintain effective workers compensation and liability coverage, Council will, when supporting the emergency services and control agencies in incident operations:
- 12.1.1 Apply appropriate risk management principles; and
  - 12.1.2 Have regard to the arrangements of the LGA Asset Mutual Fund, the LGA Workers Compensation Scheme and LGA Mutual Liability Scheme.
- 12.2 To achieve this, Council resources will operate in line with the i-Responda operational platform and LGFSG operational arrangements.

## 13. Document administration and control

Policy title:	Emergency Management Policy
Policy number:	04.71
Policy type:	Council / Governance
Responsible officer:	Director Infrastructure & Regulatory
First issued / adopted:	28 April 2020, reference 150-2020
Review period:	Policy reviewed within 12 months following the conclusion of a periodic election, inline with legislative changes or by resolution of Council
Last reviewed:	17 August 2021, [211-2021], January 2023, [010-2023]
Next review date:	By November 2027
Version:	Version 3
Date revoked:	n/a
Applicable legislation:	Local Government Act 1999 Fire and Emergency Services Act 2005 Public Health Act 2011; and various (General) (Legionella) (Wastewater) Regulations 2013 Work Health and Safety Act 2012 Food Act 2001 Road Traffic Act 1961; Road Traffic (Miscellaneous) Regulations 2014 and Road Traffic (Road Rules – Ancillary And Miscellaneous Provisions) Regulations 2014 Environment Protection Act 1993 Environment Protection (Waste To Resources) Policy 2010 Planning, Development and Infrastructure Act 2016 Burial & Cremation Act 2013; and Regulations 2014 Coast Protection Act 1972 Electricity (Principles of Vegetation Clearance) Regulations 2010 Native Vegetation Act 1991
Related documents:	Emergency Management Plan for DCMR Incident Operations Arrangements for DCMR DCMR Schedule of Delegations DCMR Procurement Policy Risk Management Policy and Framework
Public consultation required / undertaken:	No
Availability	This Policy is available for inspection at the Council office and any person may obtain a copy of this Policy upon payment of the fee fixed by Council in accordance with Council's Fees and Charges adopted each financial year. It is also available on Council's website <a href="http://mtr.sa.gov.au">mtr.sa.gov.au</a> .  Any grievance in relation to this policy or its application should be forwarded in writing to the Chief Executive Officer of the Council.
File reference:	W:\4. Policy Manuals\Current Policy Manual