	<b>POLICY</b>	Version:	1
	<b>Emergency Management Policy</b>	Date Adopted:	10 June 2021
		Next Review Due:	June 2025

## 1. STATEMENT

Emergencies have the potential to disrupt the strategic and operational activities of Council and adversely impact communities.

The roles of Local Government in emergency management are informed by the State Emergency Management Plan (SEMP) and the Local Government Emergency Management Framework (LGEMF). They are enabled by the *Local Government Act 1999*, which outlines the requirement for Councils to consider risks (including emergency risks) as follows:

- make informed decisions (section 6)
- take measures to protect their area from natural hazards (section 7)
- provide infrastructure for community and for development (section 7)
- ensure the sustainability of the council's long-term financial performance (section 8)
- assess the maintenance, replacement or development needs for infrastructure (section 122), and
- 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).

In addition, section 8 of the *Local Government Act 1999* 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”.

## 2. DEFINITIONS

For the purposes of this Policy, the following definitions apply:

**CEO** is the Chief Executive Officer.

**Council** means the Wattle Range Council.

**Emergency** as defined by the Emergency Management Act 2004 (s3)

**EMSU** is the LGA Emergency Management Support Unit.

**LGEMF** is the Local Government Emergency Management Framework.

**LGFSG** is the Local Government Function Support Group.


**SEMP** is the State Emergency Management Plan.

**SEMC** is the State Emergency Management Committee.

## 3. SCOPE

This policy applies to Council in exercising its 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 5.

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78	GF/18.75.6/1	External	Corporate Services	Chief Executive Officer	4 yearly
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## 4. PURPOSE

The purpose of this Policy is to:

- define Council's roles and responsibilities in emergency management.
- ensure that Council maintains appropriate delegations and authority to undertake its emergency management responsibilities.
- ensure that Council prepares and maintains appropriate emergency management documents.
- support Council to maintain safe working practices during emergencies.
- support Council to maintain effective protection for Council workers, assets and liabilities associated with emergency management activities.

## 5. ROLES AND RESPONSIBILITIES

Council will undertake the following roles and responsibilities in accordance with the LGEMF:

### 5.1 Disaster Risk Reduction

- Identify, mitigate and communicate current and emerging disaster risks.
- Integrate disaster risk management into existing plans and decision-making (e.g. strategic plans, risk frameworks, asset management plan, climate change plans).
- Partner with local stakeholders in addressing priority emergency risks.
- Strengthen disaster resilience in communities through community development.

### 5.2 Incident Response

- Develop a locally relevant risk-based suite of incidence response arrangements.

### 5.3 Recovery

- Provide leadership, co-ordination and advocacy when the community is impacted by disasters.
- Apply for grants and other funding assistance to support disaster recovery.


## 6. EMERGENCY MANAGEMENT DOCUMENTS

In addition to this Policy, Council will maintain an Emergency Management Procedure and any other supporting documentation that:

- describes the strategies and actions that Council will take to implement this Policy.
- identifies relevant local, regional and state emergency management plans and arrangements that impact upon Council.

Council's emergency management documentation will be reviewed in line with Council's Policy Framework Guideline.

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## 7. MAINTAIN DELEGATIONS

Council will maintain relevant emergency management delegations in accordance with its formal delegation's framework.

## 8. FINANCIAL SPENDING DURING EMERGENCIES

Council authorises the CEO to spend up to \$150,000 on emergency management activities as and when required.

## 9. SUPPORT TO CONTROL AGENCIES AND EMERGENCY SERVICES

Occasionally Council staff and/or equipment will be requested to support control agencies and emergency services in managing emergencies.

Council resources can only be made available to third parties through the express authorisation of the CEO.

## 10. PROTECTION

To maintain effective workers compensation and liability coverage when supporting the emergency services and control agencies in incident response operations, Council will:

- apply appropriate risk management principles
- have regard to the arrangements of the LGA Asset Mutual Fund, the LGA Workers Compensation Scheme and LGA Mutual Liability Scheme.

## 11. REVIEW


This Policy will be reviewed every four (4) years.

## 12. AVAILABILITY

This Policy is available without charge on the Council's Website: [www.wattlerange.sa.gov.au](http://www.wattlerange.sa.gov.au).

A copy of the Policy may be purchased from the Principal Council Office upon payment of a prescribed fee in accordance with Council's Schedule of Fees and Charges.

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### 13. REFERENCES & FURTHER READING

References	<ul style="list-style-type: none"> <li>• State Emergency Management Plan (SEMP)</li> <li>• Local Government Emergency Management Framework (LGEMF)</li> </ul>	
Relevant Legislation:	<ul style="list-style-type: none"> <li>• <i>Local Government Act 1999</i></li> <li>• <i>Fire and Emergency Services Act 2005</i></li> <li>• <i>Fire and Emergency Services Act 2005 (via State Emergency Management Plan)</i></li> <li>• <i>South Australian Public Health Act 2011</i></li> <li>• <i>South Australian Public Health (Legionella) Regulations 2013</i></li> <li>• <i>South Australian Public Health (Wastewater) Regulations 2013</i></li> <li>• <i>South Australian Public Health (General) Regulations 2013</i></li> <li>• <i>Work Health and Safety Act 2012</i></li> <li>• <i>Food Act 2001</i></li> <li>• <i>Road Traffic Act 1961</i></li> <li>• <i>The Road Traffic (Miscellaneous) Regulations 2014</i></li> <li>• <i>The Road Traffic (Road Rules – Ancillary and Miscellaneous Provision) Regulations 2014</i></li> <li>• <i>Environment Protection Act 1993</i></li> <li>• <i>Environment Protection (Waste to Resources) Policy 2010</i></li> <li>• <i>Planning, Development and Infrastructure Act 2016</i></li> <li>• <i>Burial and Cremation Act 2013</i></li> <li>• <i>Burial and Cremation Regulations 2014</i></li> <li>• <i>Coast Protection Act 1972</i></li> <li>• <i>Electricity (Principles of Vegetation Clearance) Regulations 2021</i></li> <li>• <i>Native Vegetation Act 1991</i></li> </ul>	
Relevant Policies / Procedures / Guidelines	<ul style="list-style-type: none"> <li>• Community Engagement Policy</li> <li>• Risk Management Policy</li> <li>• Business Continuity Policy</li> <li>• Emergency Management Procedure</li> <li>• Risk Management Procedure</li> <li>• Risk Management Plan</li> <li>• WHS Emergency Management Policy</li> </ul>	

### 14. ADOPTION & AMENDMENT HISTORY

The table below sets out the adoption, review and amendment history of the policy.

Version No:	Issue Date:	Authorised by:	Description of Change:	Minutes Reference:
1	10 June 2021	Executive Leadership Team	New Policy	ELT Minutes – 10 June 2021 – Page 3

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