

LEMC010: APPROVAL OF LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS (VERSION TWO)

Proponent : City of Albany
Attachments : Local Emergency Management Arrangements
Report Prepared By : Administration Coordinator-Ranger & Emergency Services (S Lees)
Responsible Officers: : Executive Director Planning & Development (D Putland)

Responsible Officer's Signature:	
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STRATEGIC IMPLICATIONS

1. This item relates to the following elements of the City of Albany Strategic Community Plan 2023 and Corporate Business Plan 2014 - 2018:
 - a. **Key Theme:** 3. A connected built environment.
 - b. **Strategic Initiatives:** 3.2.1 Plan for and monitor community safety and security.

In Brief:

- Local governments have a legislated responsibility under s.36(a) of the *Local Government Act 2005* to “ensure that effective local emergency management arrangements are prepared and maintained for its district”.
- The aim of the City of Albany Local Emergency Management Arrangements is to document the emergency management arrangements that are in place and ensure a common understanding between agencies and stakeholders involved in managing emergencies within the municipality, which will facilitate a coordinated and consistent approach to managing emergencies.
- The Local Emergency Management Committee (LEMC) has developed the Local Emergency Management Arrangements (LEMA) in accordance with the requirements of Section 41 of the *Emergency Management Act 2005*, and *State Emergency Policy 2.5 – Local Arrangements*.
- The LEMA have been prepared in accordance with the *State Emergency Management Preparedness Procedure 8 – Local Emergency Management Arrangements*.
- The LEMC endorsed the LEMA at its 16 June 2016 meeting.
- Under the *State EM Preparedness Procedure 8 – Local Emergency Management Arrangements*, local government should table the LEMA at a local government council meeting as soon as reasonably practicable for **approval** following endorsement by LEMC.

RECOMMENDATION

**LEMC010: COMMITTEE RECOMMENDATION
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT Council APPROVE the Local Emergency Management Arrangements, in accordance with the requirement of the *Emergency Management Act 2005 and State EM Preparedness Procedure 8*.

BACKGROUND

2. The current City of Albany Community Emergency Management Arrangements (LEMAs) were written in 2006 and are out of date. They were originally scheduled to be reviewed in 2011. This review as delayed due to a number of factors; however, has now been completed.
3. Local governments have obligations under State legislation and policy to have in place effective LEMA, as part of the overall State emergency management framework.
4. The *State Emergency Management Plan Section 4 – Preparedness*, defines ‘preparedness’ to mean “that actions and arrangements are to be in place to ensure that, should an emergency occur, all resources and services needed to combat the effects of that emergency can be effectively mobilised and deployed”.
5. The City of Albany has in place a well-attended and effective LEMC, whose role includes ensuring that the City also has in place current LEMA. The LEMC has worked collaboratively to produce the LEMA that provides information to guide agency actions in the event of an emergency.
6. A letter of concern from the State Emergency Management Committee was received by the City on 19 April 2016 regarding the City of Albany not having a current set of compliant LEMAs.
7. It was noted by City staff that review of the LEMAs was in the final stages when the letter was received and a letter was sent to the State Emergency Management Committee advising of this.

DISCUSSION

8. The City of Albany LEMA aim to document the emergency management arrangements that are in place and ensure a common understanding between agencies and stakeholders involved in managing emergencies within the municipality, which will facilitate a coordinated and consistent approach to managing emergencies.
9. The purpose is to set out:
 - a) the City of Albany’s policies for emergency management;
 - b) the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
 - c) provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph b);
 - d) a description of emergencies that are likely to occur in the Albany district;
 - e) strategies and priorities for emergency management in the Albany district;
 - f) other matters about emergency management in the Albany district prescribed by the regulations; and
 - g) other matters about emergency management in the Albany district the City of Albany considers appropriate”. (s.41(2) of the Act).
10. The LEMAs identify a number of special considerations including:
 - a) Natural hazards
 - b) Tourist influx, including cruise ships.
 - c) Events.
 - d) Resources and critical contacts (redacted in public version of LEMA)
 - e) Location of critical infrastructure (redacted in public version of LEMA).
 - f) People with special needs, including schools, child care centres and nursing homes (redacted in public version of LEMA).
11. This review of the LEMAs commenced in 2014 and was presented to the LEMC at it 16 June 2016 meeting.

12. The LEMA must be exercised every year to ensure the details remain up to date and accurate.
13. A review is to be conducted after an event requiring the activation of an Incident Support Group or after an incident requiring a significant recovery coordination.
14. A full review is due in 2021.

GOVERNMENT & PUBLIC CONSULTATION

15. The LEMA have been developed in consultation with the member agencies of the LEMC. Membership of the LEMC includes the following agencies:

- City of Albany
- City of Albany Volunteer Bush Fire Brigades
- WA Police
- Department of Fire & Emergency Services
- State Emergency Management Committee Secretariat
- Department of Parks & Wildlife
- Department of Child Protection & Family Support
- Department of Health
- Department of Education
- Department of Food & Agriculture WA
- Department of Transport
- Albany Regional Hospital
- State Emergency Services
- Housing Authority
- Albany Sea Rescue
- Albany Surf Life Saving
- Silver Chain Great Southern & Remote Services
- Bureau of Meteorology
- Water Corporation
- Western Power
- ABC Radio
- Disability Services Commission
- Southern Ports Authority
- Main Roads Western Australian
- ATCO Gas Australia Pty Ltd
- Telstra
- Brookfield Rail
- St John Ambulance Australia (Albany)
- Annie Bryson Lodge, McKeown Lodge and Gwen Hardie Lodge
- Clarence Estate
- Red Cross
- Cooperative Bulk Handling (CBH) Albany

STATUTORY IMPLICATIONS

16. The City of Albany has legislated responsibility under s.36(a) of the *Local Government Act 2005* to “ensure that effective local emergency management arrangements are prepared and maintained for its district”.
17. Under the *State EM Preparedness Procedure 8 – Local Emergency Management Arrangements*, local government should table the LEMA at a local government council meeting as soon as reasonably practicable for **approval** following endorsement by LEMC.
18. Voting requirement is **SIMPLE MAJORITY**

POLICY IMPLICATIONS

19. Nil.

RISK IDENTIFICATION & MITIGATION

20. The risk identification and categorisation relies on the City of Albany's *Enterprise Risk Management Framework*.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputation. Should a major incident occur, the City could find itself facing significant censure from both a state and community perspective.	Likely	Moderate	High	The approval of the LEMA by Council will mitigate the risk of reputational damage.
Reputation Notification by SEMC to the department of Local Government that the City has not fulfilled its obligations under the EM Act	Almost Certain	Moderate	High	The approval of the LEMA by Council will fulfil its obligations under the EM Act 2005.
Legal and Compliance. If Council does not have effective LEMA in place they are in breach of s.36 of the Emergency Management Act 2005.	Likely	Major	High	The approval of the LEMA will bring the City of Albany into line with the requirement of the EM Act 2005.
People Health and Safety. If the City of Albany does not have effective LEMA in place it places the Albany community at increased risk during an emergency event.	Likely	Major	High	Having approved LEMA in place will assist in the provision of effective response and recovery actions that may lessen the impact of an emergency event on the Albany community.

FINANCIAL IMPLICATIONS

21. The responsibilities for funding of emergency response activities is outlined in the State Emergency Management Policy 5.12 – *Funding for Emergency Response* and State Emergency Management Plan 5.4 - *Funding for Emergency Response*. While recognising the provisions of State Emergency Management Policy 5.12 and State Emergency Plan 5.4, the LEMA states that the City of Albany is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors.

LEGAL IMPLICATIONS

22. The authority for local government to develop Local Emergency Management Arrangements is provided under s.41(1) of the *Emergency Management Act 2005*.

ENVIRONMENTAL CONSIDERATIONS

23. Nil

ALTERNATE OPTIONS

24. Nil.

CONCLUSION

25. Local governments have obligation under State legislation and policy to ensure LEMAs are in place as part of the State emergency management framework.

26. Not having approved LEMA in place exposes Council to considerable reputational damage in the event of a significant emergency situation, with greater impact on communities and slower recovery from disaster.

27. Approval by Council is required as part of the SEMC approval process.

Consulted References	:	Emergency Management Act 2005 State Emergency Management Plan State Emergency Management Policy State Emergency Management Procedure
File Number	:	ES.PLA.7 ICR16219620 Letter from SEMC
Previous Reference	:	<i>Nil</i>