

E23 LOCAL RECOVERY MANAGEMENT**PURPOSE**

The purpose of this policy is to provide guidance to employees of the Shire of Irwin, in fulfilling Local Recovery Management responsibilities as outlined in the Emergency Management Act 2005, and in accordance with the Local Government Act 1995.

This policy applies to all Shire of Irwin employees and contractors.

DEFINITIONS

Local Recovery Coordinator (LRC): a position appointed by the Local Government depending on the nature and magnitude of the event. Preferably there should be more than one person appointed to undertake the role in case the primary appointee is unavailable when an emergency occurs.

Local Recovery Coordinating Group (LRCG): The Local Recovery Coordinating Group coordinates and supports local management of the recovery processes within a community. The Local Recovery Coordination Group comprises a core membership plus additional personnel depending on the type and magnitude of the event and the community affected.

Local Recovery Plan: A plan developed to clearly identify recovery management arrangements and operational considerations. It identifies agreements that have been made between local governments and/or emergency management agencies.

Recovery Management: Recovery management is the coordinated process of supporting “emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial, and economic wellbeing”(Emergency Management Act 2005)

BACKGROUND

The Emergency Management Act 2005 contains the following requirements:

- Local governments are to set out policies for emergency management
- Local government must prepare local emergency management arrangements, which are to include ‘a recovery plan and the nomination of a local recovery coordinator’
- Local government is to manage recovery following an emergency affecting the community in its district.

POLICY**1. Local Recovery Coordinator (LRC)**

- 1.1. The Chief Executive Officer is the LRC of the Shire of Irwin depending on the nature and magnitude of the event.

- 1.2. The CEO will designate a deputy to undertake the role of the LRC in case the primary appointee is unavailable when an emergency occurs.
- 1.3. LRC will advise the Shire President (and CEO, if not the LRC) to activate the Local Recovery Plan and convene LRCG in the occurrence of an emergency.
- 1.4. The LRC will assess requirements for the restoration of services and facilities to the community, with the assistance of responsible agencies such as the Department of Health, WA Police, Department of Child Protection and Family Support, Western Power and Water Corporation.
- 1.5. The LRC will manage the LRCG, related planning for the Shire of Irwin and oversee the recovery process including consideration for social, infrastructure, environment and economic factors.
- 1.6. The LRC will approach the CEO to direct other staff to perform various recovery roles depending on the nature of the event. The Shire of Irwin expects that all staff extend cooperation to the LRC and maintain staff roster and OH&S requirements.
- 1.7. It is the responsibility of the LRC to establish and maintain effective communication with all relevant stakeholders (including community members, businesses, media, government agencies, not-for-profit agencies, elected representatives) with support of a communication officer (where appointed) including the review and approval of media releases.

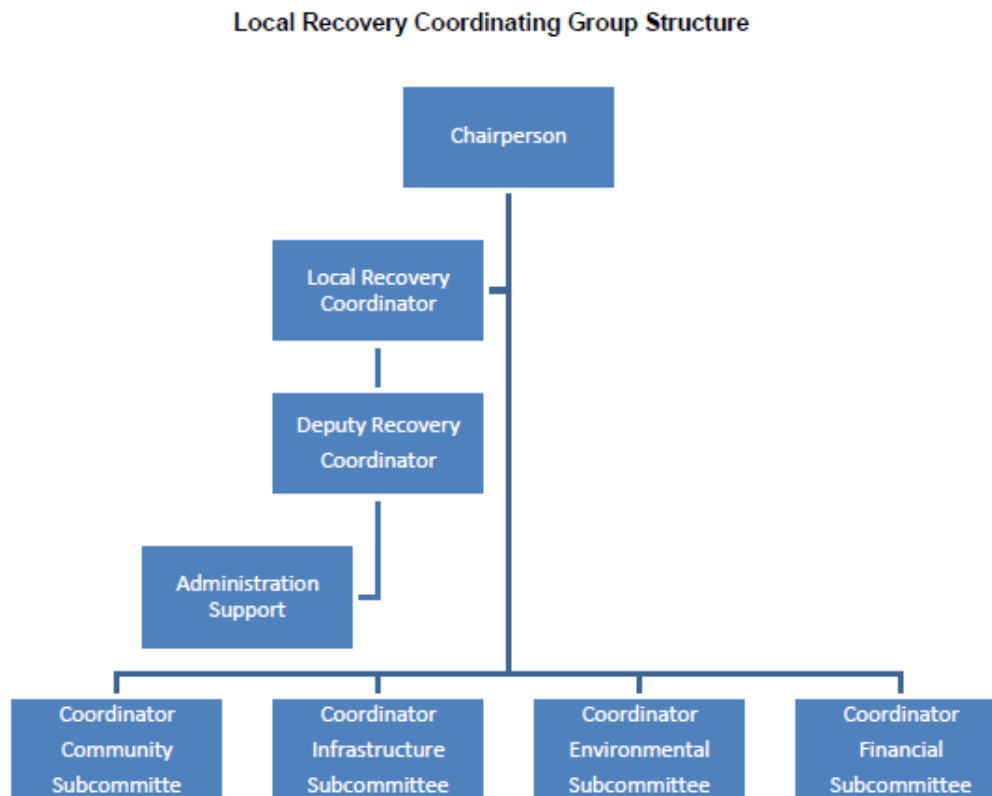
2. Local Recovery Coordinating Group (LRCG)

- 2.1. The LRCG comprises a core membership plus additional personnel depending on the type and magnitude of the event and the extent of the community affected. The composition includes:

Executive

- Chairperson (Shire President);
- Chief Executive Officer;
- Local Recovery Coordinator (if not the CEO);
- Deputy Recovery Coordinator;
- Administration Support (appointed by local government)

Local Recovery Coordinating Group Structure



- 2.2. The LRCG will co-ordinate and support the local management of recovery processes within the community in accordance with the local recovery plan.
- 2.3. The LRCG will appoint staff to key positions within the committee and, when established, sub-committees.
- 2.4. The LRCG will assess requirements for recovery activities relating to the psychological, social, infrastructure, physical, health, environmental and economic wellbeing of the community with the assistance of the responsible external agencies where appropriate.

ROLES AND RESPONSIBILITIES

The Community Emergency Services Manager is responsible for implementing this policy and reviewing it on an annual basis.

WORKPLACE INFORMATION / REFERENCES

- Emergency Management Act 2005
- State Emergency Management Plan 2016
- State Emergency Management Procedures 2016
- Local Recovery Guidelines 2017
- Local Government Act 1995