

FRANKLIN
HARBOUR



Involvement in Emergency Response Operation in Support of Country Fire Service



INVOLVEMENT IN EMERGENCY RESPONSE OPERATIONS IN SUPPORT OF COUNTRY FIRE SERVICE

Name of Council	District Council of Franklin Harbour
Responsibility:	Environmental Protection
Version:	1.2
Effective date:	10 April 2019
Last revised date:	February 2013
Minutes reference:	26/04/19
Next review date:	10 April 2023
Applicable Legislation:	
Related Policies:	
Related Procedures:	

1. Purpose

The policy sets out the District Council of Franklin Harbour's position in regard to participation in and support for local Country Fire Service (CFS) emergency response operations.

In particular this paper sets out:

- a. How Council Employees may be released to participate as CFS Volunteers in emergency response situations, and
- b. How Council owned plant and equipment may be accessed by the CFS for the purpose of emergency response operations, when required.

2. Scope

The general function of a Council in an emergency situation is to manage its area at the local level by taking measures to protect and make safe it's wider community from natural and other hazards, within a good governance risk management framework.

In accordance with S7 (d) (*Functions of a Council*) of the Local Government Act 1999, it is a function of a Council "to take measures to protect its area from natural and other hazards and to mitigate the effect of such hazards."

The State Emergency Management Plan, prepared pursuant to S9 of the Emergency Management Act (2004), lists Councils as *Participating Organisations* which is a group classification that supports CFS emergency response and recovery activities.

To support this policy the Council will:

- Establish, maintain and manage an "Emergency Response Support Register". The Register will ensure the preparedness and the availability of the human resource pool within a Council area in the event of an emergency situation, and
- Establish, maintain and manage an "Emergency Services Plant and Equipment Register" which will identify Council owned plant and equipment that can be available to the CFS or the purpose of being used in an emergency response operation. Attaching to the Register will be the terms and conditions of the availability and use of the plant and equipment.



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Pursuant to S103(1) the Workers Rehabilitation & Compensation Act, Pt 2, S17 of the Workers Rehabilitation & Compensation Act Regulations 2010 applies to include any person who is registered on the “*Emergency Response Support Register*”.

103a – Special provision for prescribed classes of volunteers

- (1) The Crown is the presumptive employer of persons of a prescribed class who voluntarily perform work of a prescribed class that is of benefit to the State (and the Crown therefore has the liabilities of a self-insured employer in relation to persons of that class).

POLICY TERMS & CONDITIONS

1. Release of Council Employees

The Council agrees to:

- a. Support any Council Employee who undertakes the process to be listed on the Emergency Response Support Register.
- b. Not obligate any Council Employee to be listed on the Emergency Response Support Register.
- c. Allow Council Employees who are listed on the Emergency Services Register, to participate in CFS induction and training programs during normal business and/or duty hours.
- d. Maintain the integrity of the Emergency Response Support Register.
- e. Negotiate separately, to the extent of any ex-gratia remuneration, with Employees who initiate Emergency Services leave.
- f. Require the Council Employee to sign an “Application for Leave” form indicating the individual’s availability to participate, where required as a CFS Volunteer.
- g. Not prejudice any employment conditions of the individual whilst acting as a CFS Volunteer within and relating to the emergency circumstances.
- h. Reserve the right not to release Council Employees registered on the Emergency Register during an emergency response operation should extenuating circumstances, as determined by the Chief Executive Officer, apply or exist.

2. Provision of Council Plant and Equipment

Council will

- a. Provide a list of plant and equipment that is maintained in operational condition and available to the CFS, for the purpose of being utilised in an emergency response operation.
- b. Provide to the CFS details of persons listed on the Emergency Support Register that are qualified to operate the various items of equipment.



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- c. Consider an official request from the CFS for the provision of equipment in a timely and effective manner, given the emergency situation.
- d. Provide any plant and equipment free of charge or cost for 48 hours from the time of the initial CFS request.
- e. Reserve the right to seek recovery of costs, charges after the emergency is declared over should extenuating circumstances apply.
- f. Reserve the right not to release Council owned plant and equipment for Emergency response operations should extenuating circumstances, as deemed by the Chief Executive Officer, apply or exist.

3. Liability Clause

For the purpose of this policy, it is acknowledged that the District Council of Franklin Harbour is a Member of the Local Government Association Mutual Liability Scheme and entitled to the civil liability cover pursuant to S142 of the LG Act and risk management support as set out in the LGAMLS Rules.

Further, it is acknowledged that the CFS, via the minister for Emergency Services of the South Australian State Government is entitled to the benefits of the South Australian Government Insurance and Risk Management arrangements administered by the South Australian Government Captive Insurance Corporation ("SAICORP") in respect of the operation under this policy.

SIGNED:


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Chief Executive Officer

Date: 12/04/2019



**INVOLVEMENT IN EMERGENCY RESPONSE OPERATIONS IN
SUPPORT OF COUNTRY FIRE SERVICE**

**EMERGENCY RESPONSE SUPPORT REGISTER
DISTRICT COUNCIL OF FRANKLIN HARBOUR**

REGISTERED PERSON	
Name (Mr/Mrs/Miss/Ms)	
Council (Employer/Host)	
Council role & title (including Volunteer Duties)	
Council Address	
Council Contact Address	
Council Email	
Personal Contact Details	
Residential Address	
Telephone (AH)	
Mobile	
Current Qualifications & Skills	
Plant – Qualifications/Accreditation	
To support the following Control Agency (ie CFS/SES)	
Relevant Induction & Training by Control Agency has taken place	<input type="radio"/> Y <input type="radio"/> N

Council Authorisation	
Approved/Denied for the following activity	
.....	
.....	
Signed (Council Employee/Volunteer):	Date:
Signed (Chief Executive Officer):	Date:

**EMERGENCY SERVICES PLANT & EQUIPMENT REGISTER –
DISTRICT COUNCIL OF FRANKLIN HARBOUR**

PLANT & EQUIPMENT								
COUNCIL	PLANT &/OR EQUIPMENT	Type	Model/ Asset Number	Year of Manufacture	Standard Function	Minimum Operator Qualification Requirements	Operator Registered & Available?	Name of Operator
							<input type="checkbox"/> Y <input type="radio"/> N	
							<input type="checkbox"/> Y <input type="checkbox"/> N	
							<input type="checkbox"/> Y <input type="checkbox"/> N	
							<input type="checkbox"/> Y <input type="checkbox"/> N	
							<input type="checkbox"/> Y <input type="checkbox"/> N	
							<input type="checkbox"/> Y <input type="checkbox"/> N	

Council Authorisation

Approved for use by The District Council of Franklin Harbour - **Resolution No. 237/11/12**

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Signed (Council CEO):..... **Date:**.....