



WESTERN AUSTRALIA

STATE EMERGENCY MANAGEMENT COMMITTEE

## **Management of Risks**

### **State Emergency Management Policy No. 2.9**

#### **Amendment List**

No	Date	Details	By
	5 March 2013	Initial Issue	SEMC Secretariat
	11 June 2013	Local Risk Management Plans Update	SEMC Secretariat

**RESPONSIBLE OFFICER:** Executive Officer SEMC

**DATE FOR REVIEW:** 5 March 2018

**APPROVED AT SEMC MEETING**

**RESOLUTION NO:** 2/2013

**DATE APPROVED:** 5 March 2013

## **DEFINITIONS**

1. Terminology used throughout the series of Emergency Management Policies shall have the meaning as prescribed in section 3 of the *Emergency Management Act 2005* (the Act); specific definitions relevant to this policy are listed below.
2. **RESPONSIBLE OFFICER:** The person responsible for preparing, maintaining and reviewing a State Emergency Management Policy.
3. **LOCAL GOVERNMENT** – means:
  - a. a local government established under the *Local Government Act 1995*;
  - b. two or more local governments (the “combined local government”) that have united under the provisions of section 34(1) of the Act; and
  - c. a public authority specified under the provisions of section 35(1) of the *Emergency Management Act 2005* to perform and exercise all of the functions of a local government under Part 3 of the Act in the area specified.
4. **RISK MANAGEMENT PLAN** – a document that identifies sources of risk, estimates the impact of those risks and describes appropriate responses to treat those risks and is compliant with AS/NZS ISO 31000:2009).

## **INTRODUCTION**

5. Western Australia is subject to a wide variety of hazards that have the potential to cause loss of life and/or damage and destruction. These hazards result from both natural and technological events/sources.
6. For planning, prevention and preparation at a State and at local and district level it is useful to identify these hazards (and their sources) and the risk level they present to key aspects of the region including to the people, the economy, the social fabric, the governance, the infrastructure and the environment.
7. The adoption of a risk management approach in decision-making allows a proactive approach towards emergency management with greater emphasis on prevention and preparedness and helps facilitate appropriate resource allocation.
8. The adoption and embedding of a risk management philosophy throughout emergency management will also assist Western Australia keep pace with ongoing challenges such as a climate change, population increase and demographic change.
9. For full State-wide effective management a consistent and comprehensive approach across the State, regions and local areas is required in turn facilitating comparison of risk and assisting the States planning process and associated allocation of resources. In this regard, the AS/NZS ISO 31000:2009, *Risk Management – Principles and Guidelines* is a contemporary and robust methodology for risk assessment applicable across the State and at multiple scales and has been adopted for this policy purpose.

## **AUTHORITY**

10. This State Emergency Management Policy is prepared under the authority of section 17 of *the Act*.

## **AIM**

11. The aim of this policy is to outline the roles and responsibilities of public authorities in regard to the management of risks and of the specific methodologies to be utilised by all to attain a State standardised approach

## **BACKGROUND AND SCOPE**

12. The State Emergency Management Committee (SEMC) has responsibility to:

‘develop and coordinate risk management strategies to assess community vulnerability to emergencies’: (section 14(e) of the *Emergency Management Act 2005* [*the Act*]).

The SEMC has resolved to give effect to this responsibility by providing hazard management agencies and those public authorities specified in Schedule 1 with specific roles and responsibilities, for the management of risk, as described in this Policy.

For the purposes of this Policy, *Core State Objectives* are:

- **People:**  
Protect the lives and wellbeing of persons.
- **Economy:**  
Maintain and grow the State’s productive capacity, employment and government revenue.
- **Social:**  
Ensure that there is public order that people are housed and fed in a safe and sanitary manner and have access to social amenity including education and health services and that things of cultural importance are preserved.
- **Government:**  
Ensure that there is at all times, an effective and functioning system of government and societal respect for rule of law.
- **Infrastructure:**  
Maintain the functionality of infrastructure, particularly key transport infrastructure and utilities required for community health, economic production and effective management of emergencies.
- **Environment:**  
Protect ecosystems and biodiversity.

## **POLICY**

13. Hazard Management Agencies and public authorities listed in Schedule 1 (not including Local Government) are to:

- a) develop and maintain a correct, current and comprehensive understanding of the risks to the Core State Objectives arising from the hazards for which they are responsible, and

- b) develop and implement plans – either within the agency concerned or in collaboration with other agencies and the community – to ensure that within timeframes agreed to by the State Emergency Management Committee, these risks are within the risk criteria established by the Committee.

14. Organisations to which this policy applies are to:

- a) commit to adopting the principles of ISO 31000:2009 *Risk Management: Principles and Guidelines* in their risk management practices.
- b) report annually on implementation of this policy (in a format and to timeframes published by SEMC), and
- c) develop and implement an annual risk management plan that will ensure ongoing conformance with this policy.

15. Local Government are to develop and maintain a correct, current and comprehensive understanding of the risks to the Core State Objectives, as they apply at a local level, arising from the hazards which are likely to impact their community.

16. Local governments and organisations, in collaboration with relevant emergency management agencies, are to develop and implement hazard specific risk management plans in accordance with Schedule 2.

17. The processes used in relation to (15 and 16) are to conform to the Australian Standard for risk management AS/NZS ISO 31000:2009 *Risk management: Principles and guidelines* using risk criteria established by SEMC.

18. The annual risk management plan is to provide for:

- a) Completion of any outstanding modifications to the risk management framework
- b) Exercising and maintaining contingency plans and related contingent capability,
- c) Monitoring the ongoing effectiveness of all controls,
- d) Monitoring changes in the internal and external context that may require re-assessment of risks, controls, or the organisation's risk management framework,
- e) Monitoring and reporting on progress with implementation of risk treatments with explicit reference to those applicable to high risks, and
- f) Continuous improvement of the organisation's risk management framework

## **RISK MANAGEMENT**

The risk associated with not preparing a comprehensive policy on the Management of Risk is that the State has no overarching document that ties and guides public authorities towards a common methodology. This may lead to random and inconsistent application of risk assessment and the inability to make comparison and subsequent inability to make robust decisions in the identification, prioritization and treatment of risk.

## **JUSTIFICATION**

A common methodology allows for a consistent, comprehensive and seamless approach State-wide helping assess the States true risk levels and in turn facilitate the effective organization of emergency management activities and allocation of appropriate resources.

## **REFERENCES**

*Emergency Management Act 2005*

AS/NZS ISO 31000:2009 Risk Management: Principles and guidelines

## **CONSULTATION**

Stakeholder consultation for this policy is undertaken by way of SEMC member discussion and correspondence between their particular agency representatives.

Organizations involved in discussion around the policy include:

- DFES
- WA Police
- Department for Child Protection
- Department of Premier and Cabinet
- Department of Environment and Conservation
- Western Australian Local Government Association
- Department of Health

Independent SEMC members also contributed.

## **SCHEDULE 1**

### **Specified Public Authorities**

This policy applies to all hazard management agencies and the following specified public authorities.

- Department of Parks and Wildlife
- Local Government

## **SCHEDULE 2**

### **1. Local Government Hazard Specific Risk Management Plans**

In 2013-14, the Department of Fire and Emergency Services (DFES) will invite all local governments who have identified, through their Emergency Risk Management (ERM) process, a high or extreme bushfire risk for their district, to undertake comprehensive risk assessments in partnership with DFES and the Department of Parks and Wildlife (DPaW).

Upon completion of the risk assessment, these local governments will, with assistance from DFES, prepare a Bushfire Risk Management Plan (BRMP), for land and assets within their district, which is consistent with AS/NZS ISO 31000:2009.

The risk assessment and risk management plan process is outlined in Westplan Fire and DFES Standard Operating Procedures (SOP).

Local government will submit their final BRMP to DFES for endorsement. DFES will check for quality and compliance with this policy, Westplan Fire and DFES SOP, and forward a copy to SEMC for noting.