

# Your Local Emergency Action Plan



Latrobe City Council is working with each of its small town communities to implement a Local Emergency Action Plan (LEAP).

These plans are developed by the community for the community. They use local knowledge about people, history, potential risks, vulnerability, infrastructure and services to significantly enhance emergency preparation, response and recovery.

The purpose of a LEAP is to:

- raise awareness within the community of peoples' actions and decisions
- provide individuals, families and communities with information, skills and key contacts for developing their own approach to emergency planning
- resource communities to enable good decision-making in an emergency by strengthening community involvement
- provide a better understanding of the roles and responsibilities of emergency management agencies and organisations
- recognise that the impact of a disaster is complex and dealing with loss and trauma is difficult.

Each plan aims to build greater social capacity and establish sustainable, long-term community disaster action plans.

A LEAP identifies the things that need to be considered and done to mitigate and manage risk in an emergency - whether it be a fire, flood, landslip or power outage. It also provides information about emergency management agencies, their role and responsibilities.

A LEAP is designed to:

- ensure you are prepared for an incident or emergency and have an action plan for managing your own safety and assets
- provide a framework for communicating and assisting others in your local area in an emergency or incident.



While each community is responsible for developing its own LEAP, there are a number of key steps for identifying risks and documenting the things to do:

- establish a local committee or group that is interested in working together to develop a plan
- define your community and the area to be covered by the plan
- identify potential risks, their likelihood and consequences, both immediate and long-term
- consider what action needs to be taken before, during and after the emergency
- document the action plan to be implemented by the community in an emergency
- recognise the all-risks approach and links to Municipal, Regional and State Emergency Management plans.

Each LEAP is recognised within the Latrobe City Council's Municipal Emergency Management Plan.

### **For more information**

If you are interested in more information about implementing a Local Emergency Action Plan for your community, please contact Lance King at Latrobe City Council on 1300 367 700 or email [Lance.King@latrobe.vic.gov.au](mailto:Lance.King@latrobe.vic.gov.au)

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