

Municipal Emergency Management Planning

South Gippsland



Community Emergency Risk Assessment Process 2024 and Risk Treatment Plan

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Amendment History

Version	Author	Update Details	MEMPC Approval Date
1	SGSC SEMO	Initial document	August 2024

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Background

Community Emergency Risk Management is a process which aims to reduce risks within a community. This can be done by identifying the risks that a community faces, assessing the vulnerability of the community to those risks and providing options to reduce or eliminate the risks.

Emergencies of some kind or another occur every day within a municipality. Most emergencies in South Gippsland (such as house fires and traffic accidents) are routinely controlled at the incident level, with local resources and without broader consequences or communications needs.

However, some emergencies have implications beyond the incident level that require specific actions: they need more resources, have greater consequences and recovery needs or need messages sent to broader groups of people. In these cases, regional, state or area of operation arrangements may be enacted to support the incident.

The aim of emergency risk management and the CERA process is to promote public safety and reduce the impact of these emergencies.

Community Emergency Risk Assessment (CERA)

Community Emergency Risk Assessment (CERA) is an all hazards risk assessment tool which aims to identify, mitigate and reduce risk within the community following the Australian Standard for risk management, ISO 31000.

The Community Emergency Risk Assessment (CERA) provides the South Gippsland MEMPC with a framework for considering and improving the safety and resilience of the community from hazards and emergencies.

The CERA approach aims to understand the likely impacts of a range of emergency scenarios upon community assets, values and functions. As such, CERA provides an opportunity for multiple community impacts and consequences to be considered enabling collaborative risk treatment plans and emergency preparedness measures to be described.

The CERA Tool provides a robust framework for the MEMPC to identify and prioritise those emergency risks that are likely to create most disruption to the community. The assessment helps to identify and describe hazards and assess impacts and consequences based upon the vulnerability or exposure of the community or its functions.

The outputs of the assessment process will be used to inform emergency management planning, introduce risk action plans and ensure that communities are aware of and better informed about hazards and the associated emergency risks that may affect them. All agencies involved with the process have considered their communities to ensure local contexts inform mitigation activities.

CERA Online

CERA Online is the risk assessment tool that can be used by MEMPCs to complete this process. CERA Online is a cloud-based platform, delivering an easy to use and accessible risk assessment tool to relevant stakeholders. CERA Online assists MEMPCs to participate in an efficient and effective risk assessment process.

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2024 Identification of risks to be considered.

At the South Gippsland Shire MEMPC meeting in February 2024 the CERA process for 2024 was discussed. It was recognised that the South Gippsland MEMPC needed to complete our 3-yearly review of the MEMP to ensure it provides for a current integrated, coordinated and comprehensive approach to emergency management in South Gippsland.

The last completed our major CERA risk review process for South Gippsland that was facilitated by the SES in April 2021. The MEMPC have been reviewing the risks annually and the risk treatment plan at each meeting.

The South Gippsland MEMPC took the initiative to only include live treatments being worked on by the agencies/MEMPC in the online CERA system to allow this to become our risk treatment plan. BAU activities are included in the CERA rationale to make sure they are not forgotten.

South Gippsland MEMP Risks 2021

Hazard	Description	Confidence in Risk Rating	Residual Risk Rating	Subject Matter Expert
Outbreak	Food & Water Contamination Water Supply	Medium	Medium	DH/Council/Water Corps
Essential Services Disruption	Electricity Supply impacts	High	Medium	Ausnet Services
Urban Fire	Significant residential or industrial fire	High	High	Working Group
Bushfire/ Grassfire	Bushfire/ Grassfire	High	High	Working Group
Hazardous Materials Release	Oil and hazardous/other noxious substances in to marine environment	Medium	Low	Ports Authority
Outbreak	Emergency animal disease	Medium	Medium	DEECA (AG Vic)
Extreme Temperatures (heat and cold)	Heatwave or cold snap	High	Medium	DH
Storm	Windstorms, storm tides, severe thunderstorms, hailstorms, tornadoes, and heavy rain.	High	Medium	Working Group
Public Health	Pandemic or similar	High	High	DH
Flood	Riverine or stormwater flooding	High	Low	Working Group

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It was agreed at the MEMPC meeting on the 27/2/2024 to

- Review the current risks again through the CERA process and Include Telecommunications in to the scope of the Essential Services Disruption hazard.
- Await LSV work on a regional level plan for Drowning hazard. When this is completed consider integration with the SG MEMPC CERA process.

Voting MEMPC members Council, Victoria Police, County Fire Authority, State Emergency Service, Ambulance Victoria, Red Cross and the Department of Families, Fairness and Housing, SGSC Councillor, Salvation Army, Victorian Council of Churches EM, Gippsland Southern Health Service, Parks Vic and DTP will be invited to be part of the CERA process as will relevant Subject Matter Experts.

The South Gippsland MEMPC - Community Emergency Risk Assessment (CERA) Process 2024

Voting members of the South Gippsland MEMPC were invited to attend the South Gippsland MEMPC - Community Emergency Risk Assessment (CERA) Process 2024.

Core MEMPC Members in attendance 28/6/2024.

Organisation	Name	Role
South Gippsland Shire Council	Lyndal Peterson	MEMPC Chair & MEMO
Victoria Police	Brad Steer	Municipal Emergency Response Coordinator
Department of Transport and Planning	Nicole Hanks	Emergency Management Lead Regional Emergency Management Officer (REMO)
Parks Victoria	Andrew Davies	District Manager South Gippsland
Victoria State Emergency Service	David Bartley	Operations Manager - UST West Gippsland
Australian Red Cross	Adele Prescott	Deputy Divisional Operations Officer
Department of Health and Human Services (DFFH)	Narelle Hocking	Senior Emergency Management Coordinator

Relevant subject matter experts (SME) were identified and invited to attend and present on the identified hazards that were then assessed by the MEMPC core membership.

Subject Matter Experts were invited to provide an overview of the hazard and likely impacts. Likely impacts considered vulnerability and exposure to the hazard in the context of how resilient the community might be to the impacts. The presentations also provided details on some of the mitigation currently in place.

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Hazard	Description	Subject Matter Expert
Outbreak	Food & Water Contamination Water Supply	Council & DH
Essential Services Disruption	Electricity and Telecommunications Supply impacts	Ausnet Services (input from Telstra)
Urban Fire	Significant residential or industrial fire	Fire Management Working Group reps
Bushfire/ Grassfire	Bushfire/ Grassfire	Fire Management Working Group reps
Hazardous Materials Release	Oil and hazardous/other noxious substances into marine environment	Gippsland Ports Authority
Outbreak	Emergency animal disease	DEECA (AG Vic)
Extreme Temperatures (heat and cold)	Heatwave or cold snap	DH
Storm	Windstorms, storm tides, severe thunderstorms, hailstorms, tornadoes, and heavy rain.	SES
Public Health	Pandemic or similar	DH
Flood	Riverine or stormwater flooding	SES

The CERA participants were then asked to vote on their understanding of

- Confidence in Risk Rating
- Maximum Foreseeable Consequence
- Likelihood / Frequency
- Mitigation / Control Effectiveness
- Collaboration at a municipal and State level

This produced data on

- Residual Risk Rating
- Residual Consequence

The information gathered within the CERA process provides a platform for broadly assessing each emergency risk and determining the priority, type and level of responsive action. It helps inform the level and type of action to be taken relative to each risk and influences the development of a treatment plan.

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CERA 2024 Outputs

Hazard	Hazard Category	Description	Confidence in RR	Residual RR	Max Foreseeable Consequence	Mitigation / Control Effectiveness	Residual Consequence	Likelihood / Frequency	Collaboration - Other LGAs	Collaboration - State
Outbreak	Biological	Food & Water Contamination Water Supply	High	Low	2.33	1.67	1.89	2	Maintain	Maintain
Essential Services Disruption	Infrastructure	Electricity and Telecomms Supply impacts	Medium	High	3.8	2.57	3.22	4.3	Maintain	Maintain
Fire-Commercial/Industrial/High-rise (commercial)	Technical	Significant commercial or industrial fire	High	Medium	3.13	1.75	2.5	2.75	Maintain	Maintain
Bushfire/Grassfire	Natural Disasters	Bushfire/ Grassfire	High	High	3.88	2.67	3.13	3.75	Maintain	Maintain
Hazardous Materials Release - Marine	Technical	Oil and hazardous/other noxious substances in to marine environment	High	Medium	3.83	2.89	3	3.3	Maintain	Maintain

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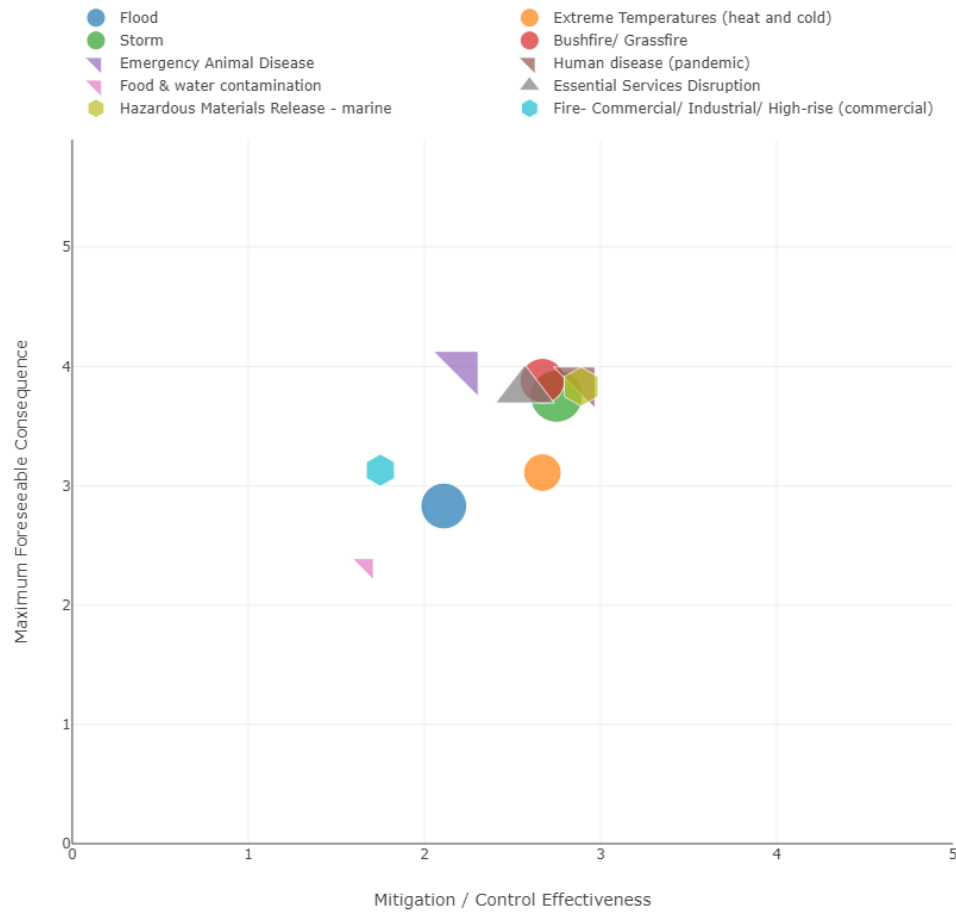
Hazard	Hazard	Description	Confidence in RR	Residual RR	Max Foreseeable Consequence	Mitigation / Control Effectiveness	Residual Consequence	Likelihood / Frequency	Collaboration - Other LGAs	Collaboration - State
Emergency Animal Disease	Biological	Emergency animal disease outbreak	High	High	4	2.22	3.3	4.22	Maintain	Maintain
Extreme Temps (heat and cold)	Natural Disasters	Heatwave or cold snap	High	Medium	3.11	2.67	2.5	3.17	Maintain	Maintain
Storm	Natural Disasters	Windstorms, storm tides, severe thunderstorms, hailstorms, tornadoes, and heavy rain.	High	High	3.75	2.75	3.13	4.38	Maintain	Maintain
Human disease (pandemic)	Biological	Pandemic or similar	High	High	3.88	2.89	3.43	3.86	Maintain	Maintain
Flood	Natural Disasters	Riverine or stormwater flooding	High	High	2.83	2.11	2.67	3.86	Maintain	Maintain

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CERA Heat Map



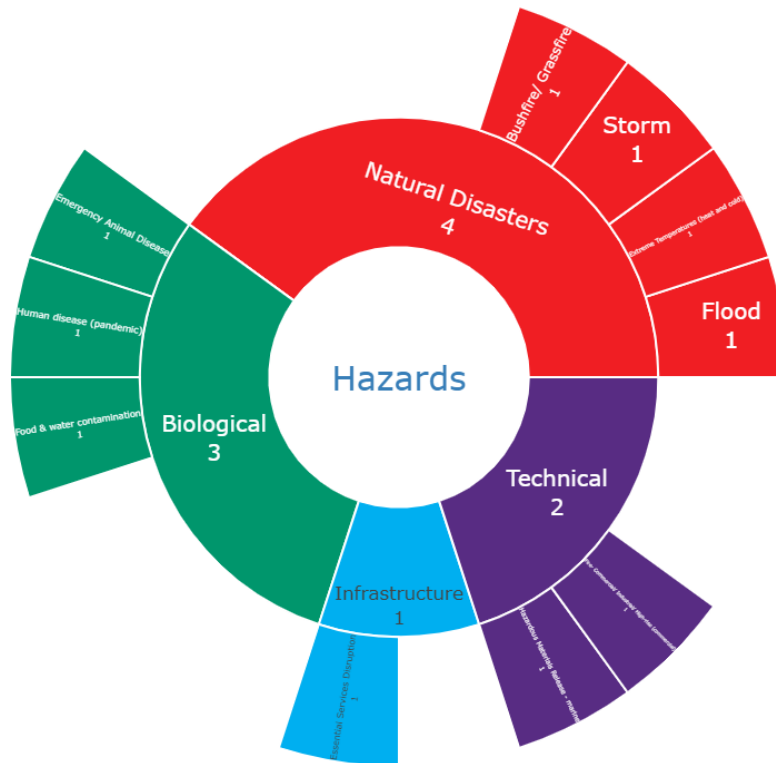
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CERA Hazard by Category

Count of hazard category



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Assessment Background

The following SES tables were used to consider Maximum Foreseeable Consequence, Likelihood / Frequency and Mitigation / Control Effectiveness

Consequence

Insignificant	Minor	Moderate	Major	Catastrophic
1	2	3	4	5

Control Strength/effectiveness

High	Medium	Low	Very Low
1	2	3	4

Likelihood level

Almost Certain	Likely	Unlikely	Rare	Very Rare
5	4	3	2	1

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Community Emergency Risk Assessment (CERA) Placemat

Table 1: Consequence Rating Table

Rating	People	Environment	Economy	Public Administration	Social Setting
Definitions	- Death as a direct result of emergency. - Critical injuries with long-term or permanent incapacitation. - Serious injuries - Minor injuries	- Loss of species and/or landscapes - Loss of environmental value	- Decline of economic activity and/or loss of asset value	- Impact of the emergency event on the delivery of core function of the governing bodies for the community	- Effect on communities from the emergency event, as distinct from the individual impacts assessed in the people criteria
Insignificant 1	Less than 1 in 10,000 people for the population of interest	- No damage to ecosystems at any level - Inconsequential damage to environment values of interest	- Inconsequential business sector disruption - Loss of asset value less than 0.004% of gross product produced by area of interest	- Governing bodies' core functions are unaffected or within normal parameters	- Community's social connectedness is disrupted, no permanent dispersal. - Minor damage to object of cultural significance.
Minor 2	Greater than 1 in 10,000 people for the population of interest	- Minor damage to ecosystems or species at a local or regional level. - Minor damage to environment values of interest	- Significant industry or business sector impacted ie. Less than one year profit - Loss of asset value less than 0.004% of gross product produced by area of interest	- Governing bodies encounter limited reduction in delivery of core functions	- Community's social connectedness is damaged, no permanent dispersal. - Damage to object of cultural significance.
Moderate 3	Greater than 1 in 1,000 people for the population of interest	- Minor damage to ecosystems and species at the state level - Significant loss or impairment of an ecosystem or species at a local or regional level. - Significant damage to environmental values of interest.	- Significant industry or business sector impacted ie. More than one year profit - Loss of asset value less than 0.04% of gross product produced by area of interest	- Governing bodies encounter significant reduction in the delivery of core functions - Governing bodies are required to divert some available resources to deliver core functions or seek external assistance to deliver some of their core functions.	- Community's social connectedness is broken, some permanent dispersal. - Damage or localised widespread damage to object of cultural significance.
Major 4	Greater than 1 in 100,000 people for the population of interest	- Minor damage at national level, significant loss at state level and/or severe damage at local or regional level. Severe damage to environmental values	- Significant structural adjustment by industry - Loss of asset value greater than 0.4% of gross product produced by area of interest	- Governing bodies encounter severe reduction in the delivery of core functions - Governing bodies are required to divert a significant amount of available resources to deliver core functions or seek external assistance to deliver the majority of their core functions	- Community's social connectedness is significantly broken, significant permanent dispersal. - Widespread damage or localised permanent loss to object of cultural significance.
Catastrophic 5	Greater than 1 in 10,000 for the population of interest	- Permanent destruction at all levels, severe damage at national or state and/or significant loss at national level. - Permanent destruction of environmental values of interest.	- Failure of a significant industry or sector - Loss of asset value greater than 4% of gross product produced by area of interest	- Governing bodies are unable to deliver their core functions.	- The community of interest's social connectedness is irreparably broken. Community ceases to function and disperses. - Widespread and permanent loss to objects of cultural significant

Table 2: Control strength and expediency

Level	Control Strength	Control expediency
High 1	Control is highly effective in reducing the level of risk	The control is frequently applied. A procedure to apply the control is well understood and resourced. The cost of applying the control is within current resources and budgets.
Medium 2	Control is effective in reducing the level of risk	The control is infrequently applied and is outside of the operators everyday experience. The use of the control has been foreseen and plans for its application have been prepared and tested. Some extraordinary cost may be required to apply the control.
Low 3	Control has some effect in reducing the level of risk	The control is applied rarely and operators may not have experience using it. The use of the control may have been foreseen and plans for its application may have been considered, but it is not part of the normal operational protocols and has not been tested. Extraordinary cost is required to apply the control, which may be difficult to obtain.
Very low 4	Control has almost no effect in reducing the level of risk	Application of the control is outside of the experience and planning of operators, with no effective procedures or plans for its operation. It has not been foreseen that the control will ever need to be used. The application of the control requires significant cost over and above existing resources, and the cost will most likely be objected to by a number of stakeholders.

Table 3: Likelihood level

Likelihood	Estimated average recurrence interval	Description
Almost certain 5	More than once a year	Expected to occur in most circumstances; with strong anecdotal evidence of recorded incidents.
Likely 4	1-10 years	Many recorded events Some events in comparable jurisdictions Great opportunity, reason or means to occur
Unlikely 3	11-100 years	Some recorded events Some events in comparable jurisdictions Some opportunity, reason or means to occur
Rare 2	101- 1,000 years	Few recorded events Some events in comparable jurisdictions Little opportunity, reason or means to occur
Very rare 1	>1,000 years	No recorded events No events in comparable jurisdictions Miniscule opportunity, reason or means to occur

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Recommendation and Risk Treatment Plan

That the MEMPC acknowledge and adopt the updated 2024 CERA process and outputs and review the current risk treatment plan during the coming 3 year MEMP cycle making amendments where required with an initial focus on those hazards with the highest maximum foreseeable consequences and lowest mitigation effectiveness.

Risk	Mitigation Action	Comment	Status	Start date	Due/ Review date
Flood	Community education	Review of Tarwin Valley Flood Guide – <i>review completed by MEMPC Severe Weather working group awaiting roll out by VICSES</i>	New Started	08-04-2021	31-10-2023
Flood	Planning permit overlays	Investigate inundation controls relating to Stockyard Creek Flood Study	New Started	08-04-2021	31-07-2025
Flood	Emergency management plans	Exercising elements of the Severe Weather Emergency Plan – <i>Completed 2023 Exercise Storm</i>	Existing	08-04-2021	31-08-2023
Flood	Information and Intelligence	Investigate undertaking flood study for Fish Creek, Toora, Foster and Tarwin River when funding is available through State Government – <i>Awaiting confirmation of funding through DEECA</i>	New Not Started	12-05-2023	31-07-2026
Flood	Signage	Investigate the installation of a warning system for flooding over Buffalo - Tarwin Lower Road - <i>Awaiting confirmation of funding</i>	New Started	12-05-2023	30-06-2024
Extreme Temperatures (heat and cold)	Community education	Education – New Heatwave Warning System – <i>MEMPC presentation Nov 2023</i>	Existing	08-04-2021	08-04-2024

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Extreme Temperatures (heat and cold)	Community alerts & warnings	Community and MEMPC agencies understand new Heatwave Warning system, where to find information and triggers for action – <i>MEMPC presentation Nov 2023</i>	Existing	08-04-2021	30-11-2023
Extreme Temperatures (heat and cold)	Event permits	Public Events on Council managed land should be advised to consider their own heat plans, service continuity plans and occupational health and safety (OH&S) plans if a heatwave is predicted. – <i>Information included in event application form 2023</i>	Existing	08-04-2021	30-08-2023
Extreme Temperatures (heat and cold)	Emergency management plans	Recommend MEMPC agencies consider review of their own heat related operational plans based on the national heatwave warning system. – <i>MEMPC presentation Nov 2023</i>	Existing	08-05-2023	31-12-2023
Storm	Community alerts & warnings	Planning for and sharing of information between agencies and with the community - SWIB overview to MEMPC (<i>Completed May 2023</i>)	Existing	25-03-2021	30-05-2023
Storm	Community education	Get Techy sessions for community - where to get information and power outage info – <i>Sessions completed and planned see Engagement and Resilience Plan</i>	Existing	25-03-2021	29-12-2023
Storm	Hazard exercise	MEMPC Storm Exercise 2023 – <i>Exercise completed August 2023 written report to be presented to MEMPC</i>	Existing	25-03-2021	31-08-2023
Storm	Community Information Guide/Signboard/Map	Recognising opportunities to improve community messaging with VMS boards strategically located with key messages.	New Started	Not 08-04-2021	28-06-2024
Storm	Hazard exercise	Maintenance, Response Crews (Regional Roads Victoria/ Council / VICSES) exercise/discussion re roles and responsibilities	New Started	Not 12-05-2023	30-5-2024

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Storm	Collaboration	Upskilling of resources, partnership with CFA/DECCA in first attack.	New Started	Not	12-05-2023	30-5-2024
Storm	Community education	Investigate online Storm and Flood session for community	New Started		12-05-2023	30-5-2024
Emergency Animal Disease	Hazard plan	Review Animal Welfare Plan	New Started	Not	08-04-2021	29-02-2024
Emergency Animal Disease	Hazard exercise	MEMPC Exercise in relation to Emergency Animal Disease Outbreak	New Started	Not	08-04-2021	29-02-2024
Emergency Animal Disease	Legislation	Landfill site survey and planning for livestock disposal	New Started	Not	08-04-2021	30-06-2024
Essential Services Disruption	Hazard exercise	MEMPC Storm exercise 2023 to include considerations and impacts relating to power outage. – <i>exercise completed</i>	Existing		08-04-2021	29-09-2023
Essential Services Disruption	Community education	Include information in all hazards community education and engagement about power outages and links to communications issues (Include in Get Techy sessions) <i>Sessions completed and planned see Engagement and Resilience Plan</i>	Existing		04-02-2022	29-12-2023
Essential Services Disruption	Maintain backup equipment	All agencies in MEMPC to be reminded to review BCP and maintain back up equipment for power supply and communications. – <i>MEMPC exercise completed which included reminders</i>	Existing		04-02-2022	30-09-2023

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Hazardous Materials Release marine	-	Gippsland Ports Harbour Master will ensure that, as a minimum, an annual exercise is conducted in accordance with the State Maritime Emergencies (non-search & rescue) Plan – Part A Section; Where possible this will include MEMPC member involvement - Ongoing	New Started	09-04-2021	30-12-2023
Bushfire/ Grassfire	Hazard exercise	South Gippsland MEMP Fire Management Working Group - Planned Burning discussed - includes planning for and sharing of resources and information between agencies and advice to the community – Ongoing discussion at Working Group in relation to planned burn activity	New Started	25-03-2021	29-12-2023
Bushfire/ Grassfire	Collaboration	South Gippsland MEMP Fire Management Working Group - Annually review the South Gippsland Fire Management Arrangements – bushfire, structure fire & fire involving chemicals - Update made to MEMPC Fire Management Arrangements for Nov 2023. Fire Management Plan (sub Plan to MEMPC proposed for 2024.	New Started	25-03-2021	29-12-2023
Bushfire/ Grassfire	Emergency management plans	Council to undertake the annual review of the Bushfire Neighbourhood Safer Place in South Gippsland and South Gippsland MEMP Fire Management Working Group to provide advice to the MEMPC on fire related issues including Bushfire Neighbourhood Safer Places – Places of Last Resort and shelter options - Completed - Annual review completed 2023	Existing	25-03-2021	30-11-2023
Bushfire/ Grassfire	Audits and inspections	the Bushfire Neighbourhood Safer Place will continue to be designated.			

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Bushfire/ Grassfire	Collaboration	South Gippsland MEMP Fire Management Working Group - Annual review of the Victorian Fire Risk Register by the South Gippsland MEMP Fire Management Working Group - Develop program with initial focus on the VFRR Assets where we have CFA Local Response Plans as these link to our highest risk human settlement assets - Mirboo North, Venus Bay, Sandy Point Waratah Bay, Walkerville, Koonwarra, Cherry Tree Rd Nyora.	New Started	26-03-2021	01-09-2023
Bushfire/ Grassfire	Collaboration	South Gippsland MEMP Fire Management Working Group- Annual discussion relating to integrated fire management planning between agencies undertaken across prevention, preparedness, response (inc relief) and recovery. Agencies discussed opportunities to engage with community together - see resilience and engagement plan	Existing	26-03-2021	29-12-2023
Human disease (pandemic)	Emergency management plans	Leading ongoing MEMPC discussion in relation to reviewing relevant planning for pandemic preparedness and response, such as emergency management plans and protocols, business continuity plans and occupational health and safety plans. <i>Update to MEMP recognising State Level Planning for MEMPC awareness</i>	Existing	08-05-2023	30-04-2024
Fire- Commercial/ Industrial/ High-rise (commercial)	Emergency management plans	Pre-Incident Planning for identified high risk structures completed by CFA brigades and where appropriate discussed with other agencies. Pre-Incident Plan included in Emergency Planning Information documents developed for Foster/Mirboo North.	New Not Started	09-04-2021	30-06-2024

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Fire-Commercial/Industrial/High-rise (commercial)	Hazard exercise	Exercise Pre-Incident Planning for a high-risk structure with MEMPC members and report outcomes at MEMPC meeting Discussion In relation to Barry Beach Terminal exercise in 2024 including MEMPC involvement	New Started	12-05-2023	30-06-2024
Fire-Commercial/Industrial/High-rise (commercial)	Emergency management plans	Annually review the South Gippsland Fire Management Arrangements –structure fire & fire involving chemicals and Annual Works Plan	Existing	12-05-2023	30-06-2024

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For more information contact the Senior Emergency Management Officer at SGSC 5662 9200