



CITY OF MORELAND

MUNICIPAL EMERGENCY MANAGEMENT PLAN

VERSION 3.2

Endorsed by MEMPC - 6 December 2018

Adopted by Council via CEO delegation

Note: This Plan should be read in conjunction with the *Emergency Management Manual* Victoria. <https://www.emv.vic.gov.au/policies/emmv>

ENDORSEMENTS

Agency/Organisation	Responsible person (name/position)	Signature	Date
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On behalf of the
Moreland Municipal
Emergency
Management Planning
Committee
(MEMPC)

Grant Thorne
Director City
Infrastructure
(Chair MEMPC)



8/1/2019

On behalf of Moreland
City Council, under
CEO delegation

Nerina Di Lorenzo
Chief Executive
Officer



8/1/2019

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1 INTRODUCTION

1.1 AIM

This Municipal Emergency Management Plan (MEMP) is a plan for the City of Moreland. It is consistent with the concept of shared responsibility which underpins Victoria's emergency management arrangements.

The aim of this MEMP is to detail the agreed arrangements for the prevention and mitigation of, response to, and recovery from, emergencies that could occur in the City of Moreland as required under Part 4 of the *Emergency Management Act 1986 and 2013*. This function is undertaken by the Municipal Emergency Management Planning Committee (MEMPC), a multi-agency committee of relevant stakeholders to the City of Moreland.

1.2 OBJECTIVES

The broad objectives of this MEMP are to:

- Identify existing and possible emergency hazards and risks and implement measures to prevent and reduce the causes or effects of such emergencies
- Describe arrangements for the utilisation and implementation of municipal resources in response to emergencies
- Describe multi-agency arrangements for emergency Planning, Prevention, Response and Recovery
- Complement other local, regional and state planning arrangements.

1.3 MUNICIPAL COUNCIL ENDORSEMENT

This MEMP has been produced by the Moreland MEMPC for the geographic area of the City of Moreland pursuant to Section 21(4) of the *Emergency Management Act 1986 and 2013*.

Moreland City Council has adopted this MEMP and understands and accepts its roles and responsibilities as described in Part 4 of the *Emergency Management Act 1986*.

The MEMP was adopted by the Chief Executive Officer, Moreland City Council, under delegation from Council.

1.4 ENDORSEMENT BY MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

This MEMP has been endorsed by the Moreland MEMPC after consultation with member agencies and organisations.

Whilst Council is the administrator of the plan, it is acknowledged by the members of the MEMPC that the MEMP covers the geographic area of the City of Moreland and that all agencies have a role to play in the development of this MEMP.

It is an expectation of the MEMPC, that all agencies identified as having significant roles in managing emergencies in the City of Moreland also endorse this MEMP as members of the MEMPC and that this will be formally recorded.

1.5 STATEMENT OF AUDIT

The MEMP has been last audited on 22 March 2016 and assessed as *“Complies adequately with the Guidelines”*. (Trevor White, Chief Officer Operations, Victoria State Emergency Service. 23 March 2016). The next Audit is due by March 2019.

1.6 COMPLIANCE WITH STATE ARRANGEMENTS

The MEMP is consistent with guidelines issued by the Minister for Emergency Services, and state and regional emergency management arrangements. It complies with relevant sections of the *Emergency Management Acts 1986 and 2013*.

1.7 REFERENCE TO EMERGENCY MANAGEMENT MANUAL VICTORIA

The MEMP assumes that users of this document have access to, or good working knowledge of, the Emergency Management Manual Victoria (EMMV).

The EMMV is available at: <https://www.emv.vic.gov.au/policies/emmv>

Unless locally important, this document does not duplicate information contained in the EMMV

1.8 PUBLIC ACCESSIBILITY

A public version of the MEMP can be accessed via the Moreland City Council Website at www.moreland.vic.gov.au/about-us/emergency-management/municipal-emergency-management-plan

Emergency management agencies and organisations can access a full copy of the MEMP through the MEMPC representative for their organisation, or if they have access, through Crisisworks, or by contacting the Municipal Emergency Resource Officer (MERO).

1.9 LEGAL DEPOSIT

Legal deposit of this MEMP is required under s. 49 of the *Libraries Act 1988*. The Act requires the deposit, within two months, of every new or amended publication published in Victoria.

This MEMP has previously been provided to the State Library of Victoria. The current MEMP will be provided as per the Act.

2 AREA DESCRIPTION

Good planning and decision making is supported by having a good understanding the City of Moreland. The below area description, is provided to ensure the social, built, economic and natural environments of the City of Moreland are acknowledged, supported and managed by the MEMPC and other agencies in preparing for, responding to and recovering from emergencies.

2.1 TOPOGRAPHY

Location

The City of Moreland is located between 4 to 14 kilometres north of central Melbourne. It has an area of 50.9 square kilometres and a current estimated population in excess of 186,000 as estimated from the 2016 Census.

The City of Moreland comprises the suburbs of Brunswick, Brunswick East, Brunswick West, Coburg, Coburg North, Pascoe Vale, Pascoe Vale South, Fawkner, Hadfield, Glenroy, Gowanbrae and Oak Park. The City of Moreland also includes small parts of Fitzroy North in the South East and Tullamarine in the North West

The Municipality is bounded by the Cities of Melbourne and Yarra to the south, Moonee Valley to the west, Hume to the north and Darebin to the east. The Municipality is close to both Tullamarine and Essendon airports.

Character

The Municipality consists mainly of residential properties with an intermingling of industrial and commercial areas. Although it has a large number of industries, most land in Moreland is used for residential housing (67% of the total). Land reserved for public purposes or open space accounts for 23%, whilst industrial and business usage accounts for the remaining 10%.

Highways, railway lines and tramlines

The Municipality is traversed by Sydney Road and Bell Street and bounded by the Tullamarine Freeway to the west and the Western Ring Road to the north. Additionally, there are main arterial roads running north/south (Pascoe Vale Road, Melville Road, Cumberland Road, Lygon Street, Plumpton Avenue, Wheatsheaf Road and Nicholson/Holmes Street) and east/west (Gaffney Street, Boundary Road, Pascoe Street, Rhodes Parade, Glenroy Road, Murray Road, Moreland Road, Dawson Street/Glenlyon Road, Brunswick Road, Victoria Street, Albion Street and Blyth Street).

There are also two railway lines passing through the Municipality, namely the Craigieburn line, which is also the interstate line, and the Upfield line (which terminates at Upfield).

Tramlines travel along Grantham Street, Dawson Street, Melville Road, Lygon Street, Holmes Street, Moreland Road, Nicholson Street and Sydney Road.

Drainage

The Municipality's drainage system discharges into three major creeks (Moonee Ponds Creek, Merri Creek and Edgars Creek) and two smaller creeks (Westbreen Creek and Merlynston Creek).

There is a man-made lake within the Coburg Lake Reserve on Murray Rd Coburg. Prior to being a reserve, the area provided bluestone for the former Pentridge Prison.

Melbourne Water maintains a number of underground main drains as follows:

- Westbreen Main Drain
- Acacia Street Main Drain
- Chapman Avenue Main Drain

- Merlynston Main Drain
- Melville Main Drain.

Flight paths

The Municipality is traversed by the east/west flight path into Essendon Airport and Tullamarine Airport which generally travels over residential areas.

Airline fuel pipeline

The Municipality and, in particular, Gowanbrae is traversed by the Somerton Pipeline. This pipeline carries airline fuel from the refinery through to Essendon Airport.

2.2 MAPS

A map detailing the area covered by this MEMP is included below (figure 1). More detailed mapping for emergency management purposes can be accessed through Councils GIS system, via the MERO, and from other agencies.

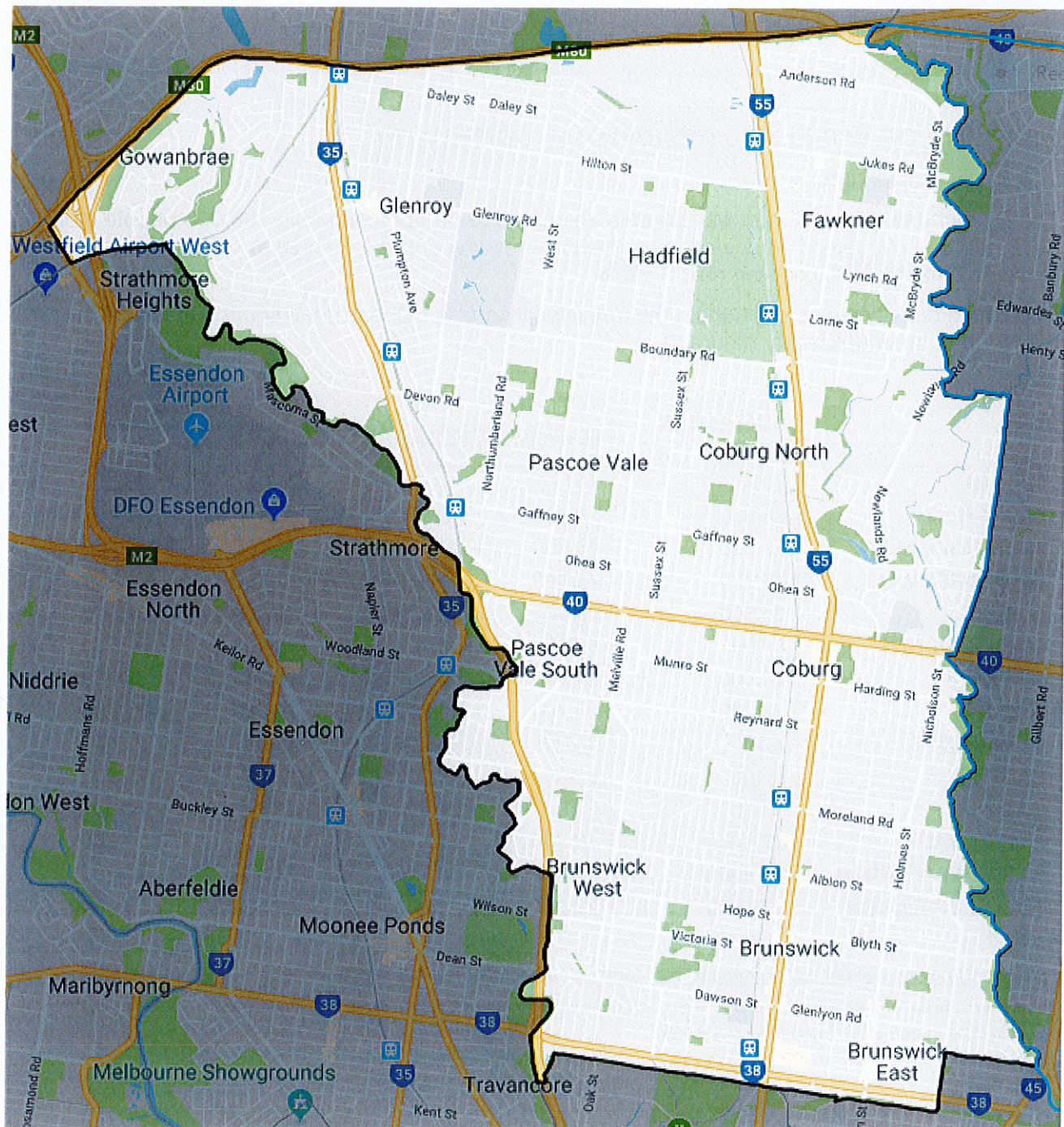


Figure 1

<http://mapbuilder.rempln.com.au/?link=9fc4a12778b944be9d6382bccd7981a8>

2.3 DEMOGRAPHY

2.3.1 CITY OF MORELAND RESIDENTIAL COMMUNITY

2.3.1.a Population

The current total population of Moreland is estimated to be approximately 186,000 people in 2018 (table 1). Moreland's population has been increasing and is expected to keep increasing by approximately 20% over the next 5 years

Population density varies throughout the municipality and is highest in the south and lowest in the North of the municipality (figure 2).

SUBURB	AUSTRALIAN CENSUS	FORECAST POPULATION* (PREDICTION)			
	2016	2017	2018	2019	2020
BRUNSWICK	26,000	27,100	28,000	29,300	30,400
BRUNSWICK EAST	13,300	14,500	16,500	17,500	18,400
BRUNSWICK WEST	15,200	15,900	17,200	17,700	17,900
COBURG	27,800	28,500	29,000	30,000	31,000
COBURG NORTH	8,000	8,500	8,700	8,800	9,100
FAWKNER	14,600	14,800	15,000	15,200	15,300
GLENROY	23,200	23,700	24,400	25,000	25,400
GOWANBRAE	3,100	3,200	3,200	3,200	3,200
HADFIELD	6,400	6,500	6,900	7,100	7,300
OAK PARK	6,600	7,000	7,300	7,400	7,500
PASCOE VALE	17,700	18,300	18,700	19,200	19,500
PASCOE VALE SOUTH	10,800	11,200	11,400	11,400	11,600
TOTAL POPULATION	172,700**	79,200	186,300	191,800	196,600

Table 1

*Source: [ID-community population forecast for Moreland](#), data accessed April 2018.

**Note this figure includes small portion of the Moreland's population living in Fitzroy (adjacent to Brunswick East) and Tullamarine (next to Gowanbrae).

Population density – Moreland*

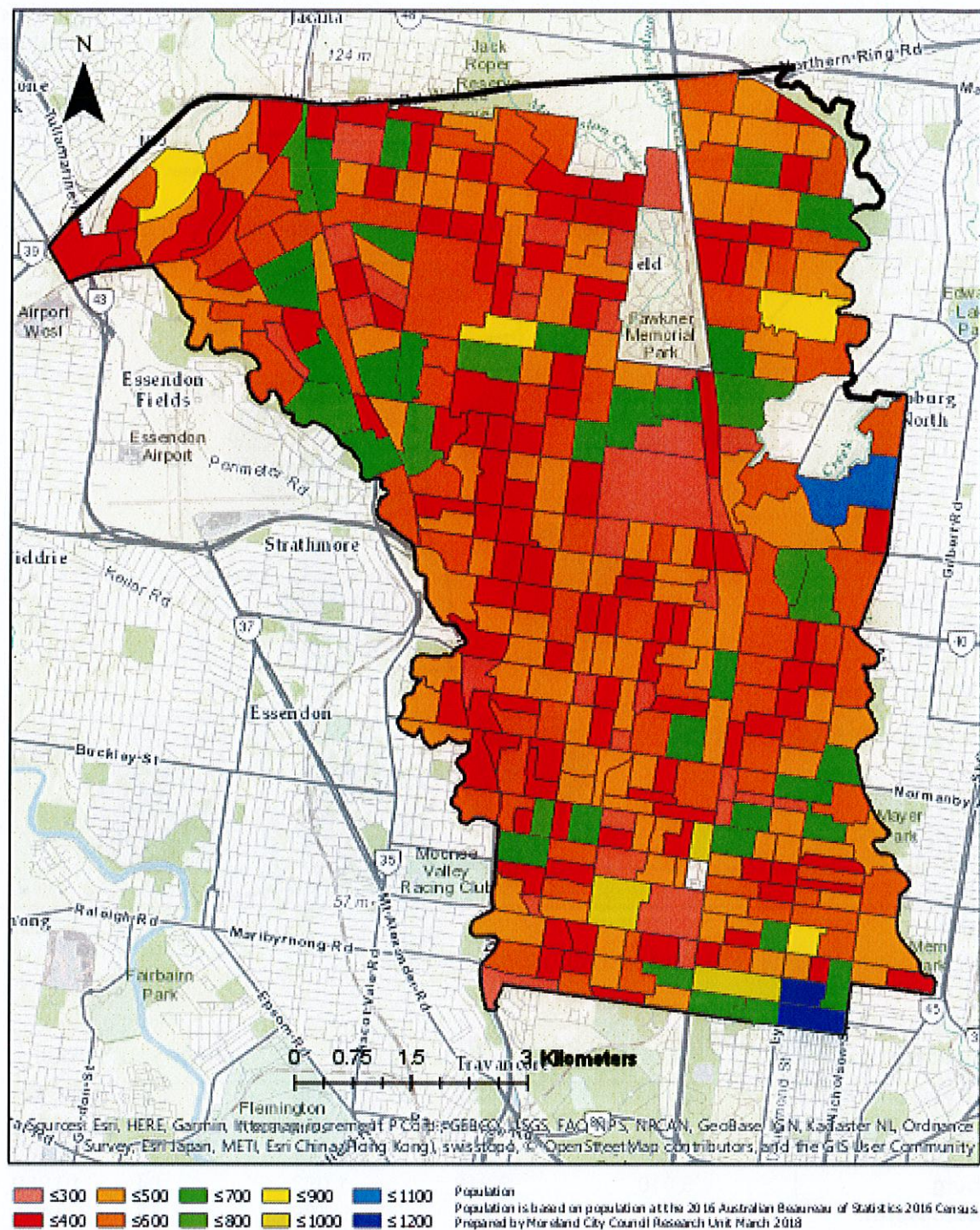


Figure 2

Source: ABS statistical area 1 (SA1) data on number of persons, usual residence, 2016.

*Note: Areas of high population density (blue) are likely to be associated with new/re-developments

2.3.1.b Housing types

Housing types varies across the municipality. In the southern suburbs there is a greater density of units, apartments and terrace houses, while in the north the majority of houses are free-standing separated dwellings.

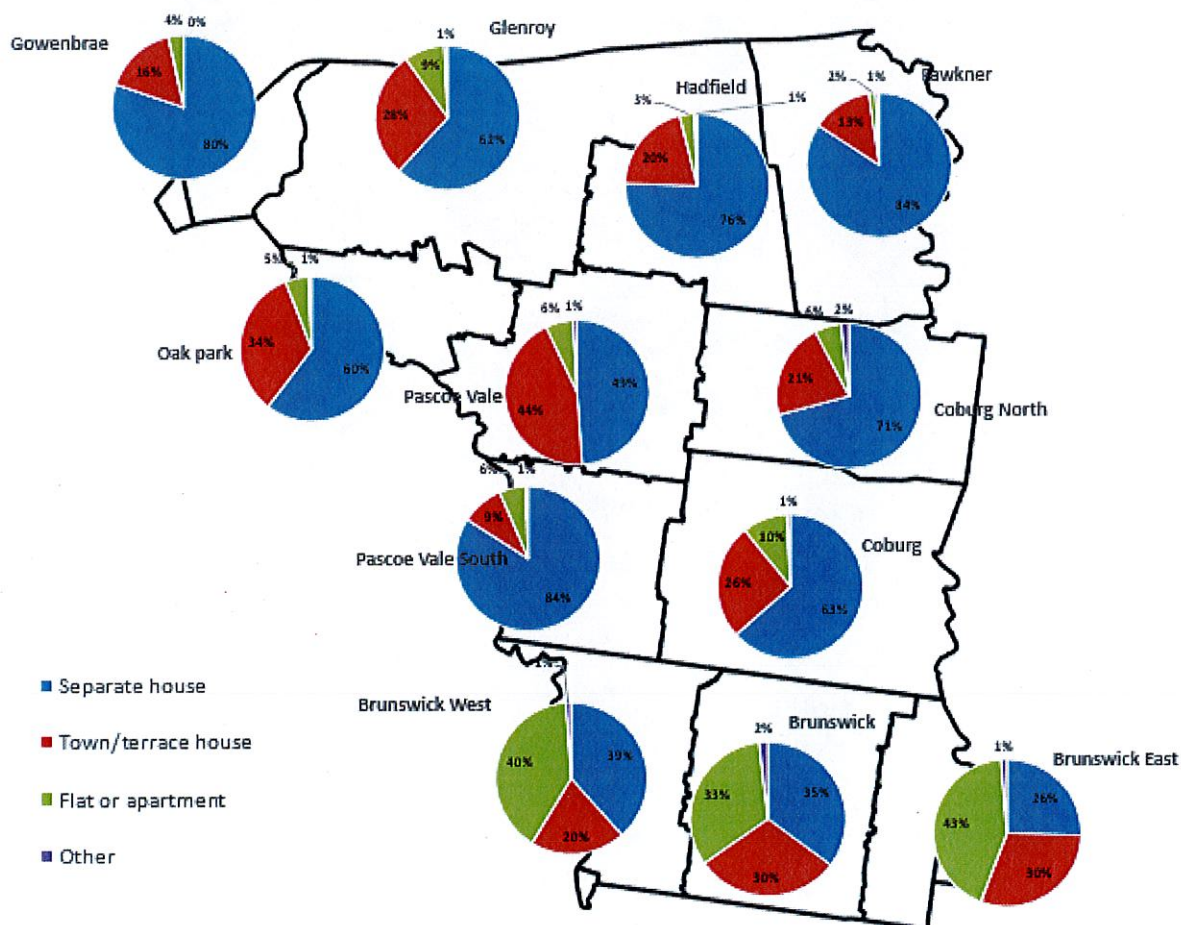


Figure 3

Source: proportion of houses by 'dwelling type' ABS 2016 Census data.

Housing type	Separate house	Terrace /town house	Flat or apartment	Other	Total
Brunswick	4,147	3,547	3,886	202	11,782
Brunswick East	1,530	1,813	2,574	75	5,992
Brunswick West	2,681	1,409	2,804	73	6,967
Coburg	6,910	2,812	1,083	84	10,889
Coburg North	2,254	685	189	53	3,181
Fawkner	4,326	690	77	38	5,131
Glenroy	5,567	2,562	811	67	9,007
Gowanbrae	873	177	38	-	1,088
Hadfield	1,811	493	78	14	2,396
Oak Park	1,551	864	135	17	2,567
Pascoe Vale	3,681	3,321	466	62	7,530
Pascoe Vale South	3,268	364	227	24	3,883
	38,599	18,737	12,368	709	70,413

Table 2

Source: proportion of houses by 'dwelling type' ABS 2016 Census data.

2.3.1.c Tenure

Tenure types also vary across the municipality with rentals more common in the southern suburbs, while full home ownership is more common in the Northern suburbs. There are pockets of social housing in Brunswick, Coburg and Glenroy (figure 4).

Dominant housing tenure by statistical area unit (SA1) 2016*

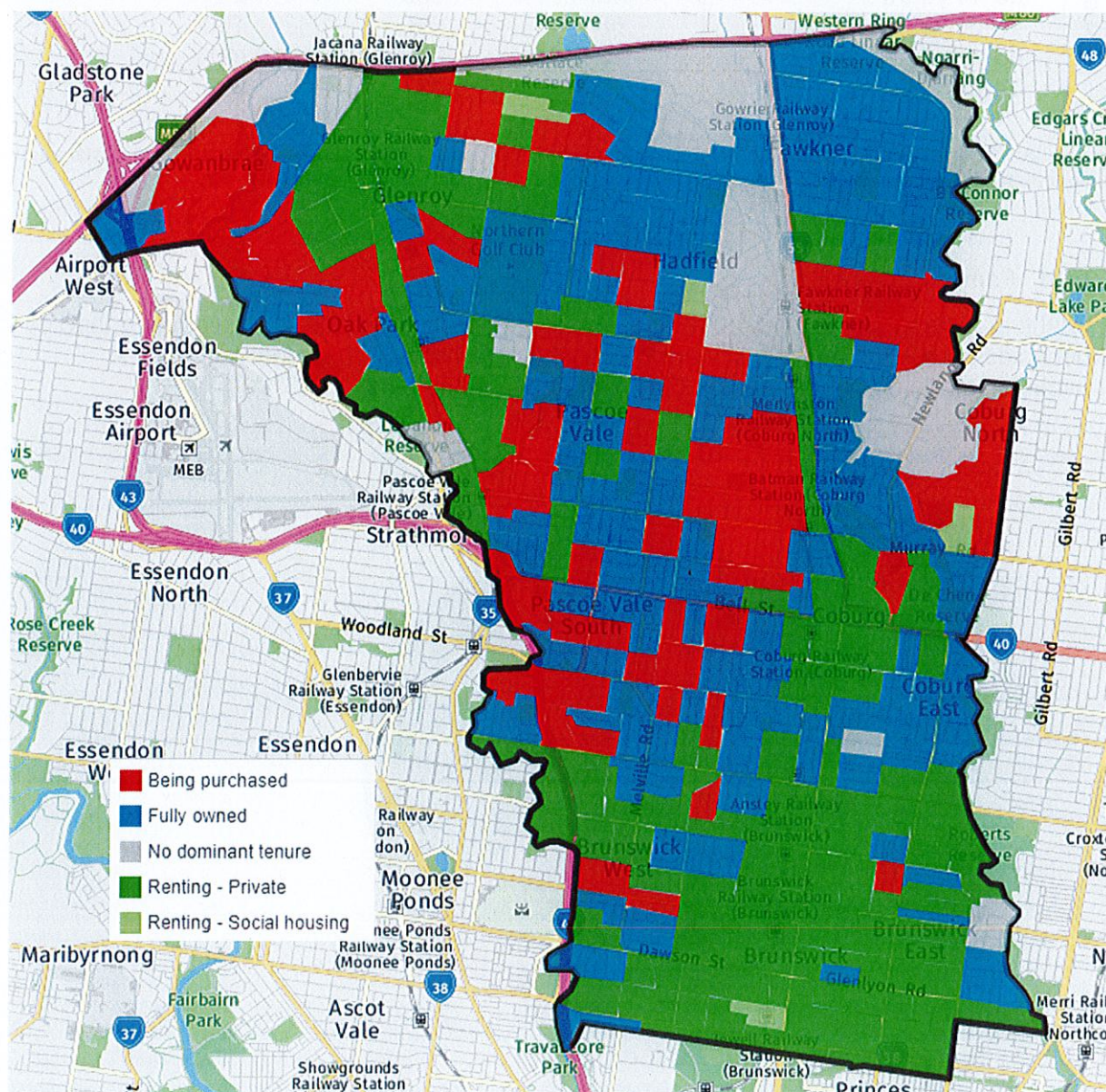


Figure 4

Source: ID community [dominant tenure type](#), based on ABS 2016 census data

*Note that 'dominant tenure' has been defined and represented as the tenure type most prevalent for each statistical area unit. It does not illustrate diversity in tenure type at the smaller scale – all types of tenure exist throughout the municipality.

2.3.1.d Aboriginal and Torres strait islander population

There are approximately 815 persons identifying as Aboriginal and/or Torres Strait Islander living in Moreland. (see table below).

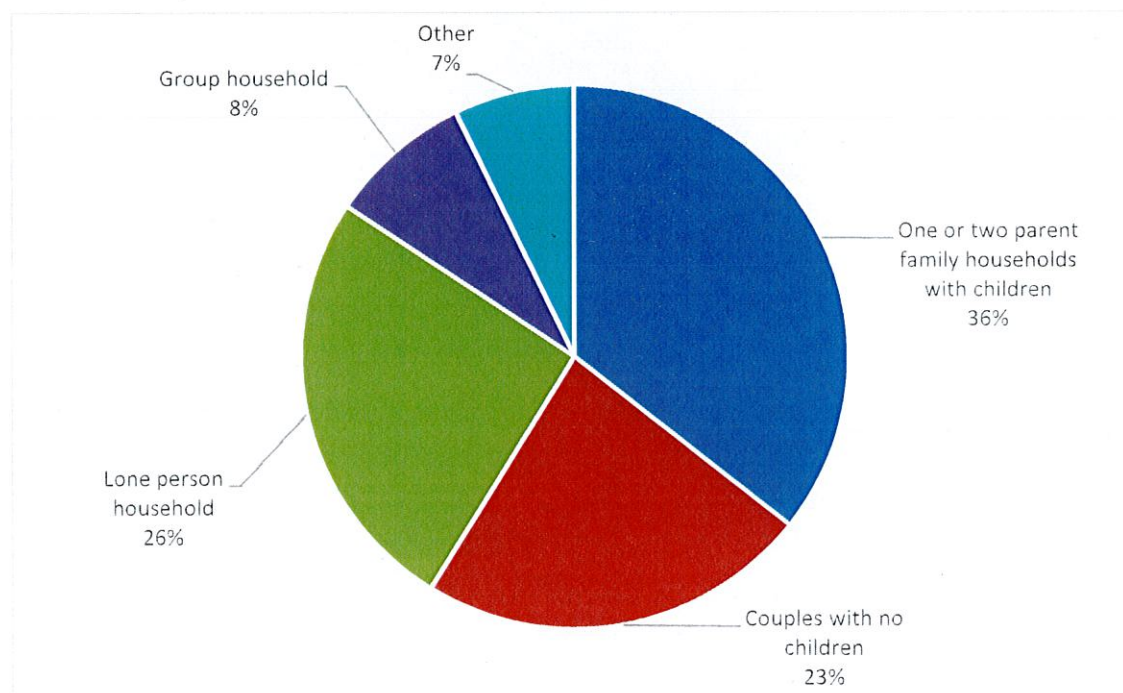
		Aboriginal and/or Torres Strait Islander(a)		
		Males	Females	Total Persons
Age group	0-4 years	33	31	67
	5-14 years	53	67	116
	15-24 years	66	88	152
	25-44 years	146	133	284
	45-64 years	68	78	150
	65 years and over	12	29	40
Total		383	427	815

Table 3

Source: 2016 Census of Population and Housing, Aboriginal and Torres Strait Islander Peoples Profile, Catalogue number 2002.0, Australian Bureau of Statistics

2.3.1.e Family Composition

In total there is approximately 64,000 households in Moreland (graph 1). Just over a third of households across the municipality are comprised of families, with almost half the households made up of lone-person (26%) and couple households (23%)

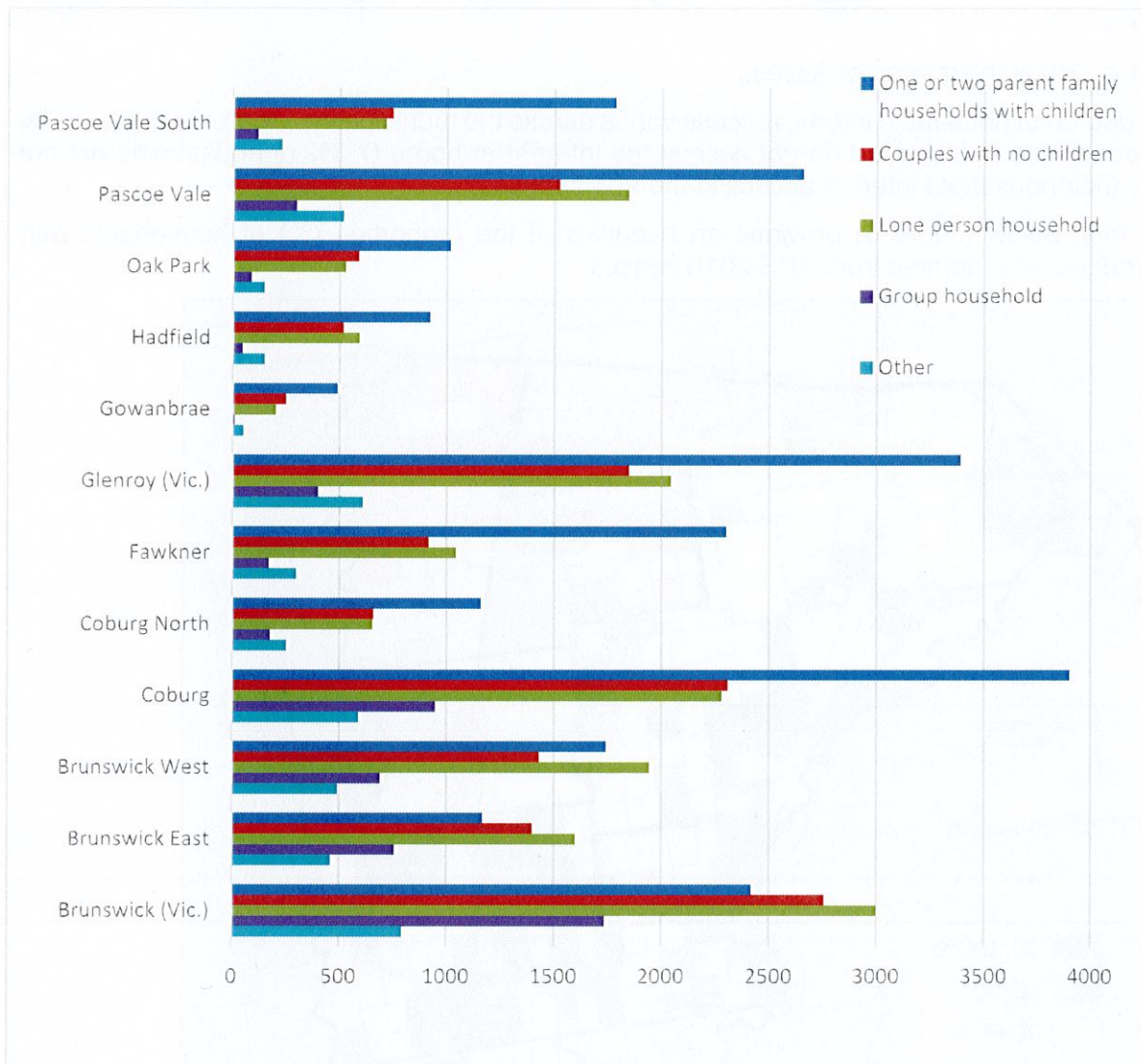


Graph 1

*Note: there are four main categories of households used by ABS 2016:

1. Couples with no children – this includes both older/elderly couples and young couples
2. Family households – one or two-parent households and/or multi-family households with children (18 years or younger)
3. Lone person households – people living alone
4. Group households – for example share-houses and student houses.
5. Other

Within each suburb however the household composition varies with Pascoe Vale, Glenroy and Coburg having higher numbers of households with families and Brunswick having more 'lone person' and couples with no children households.



Graph 2

2.3.1.f Number of households by suburb

	One or two parent family households with children	Couples with no children	Lone person household	Group household	Other	Total
Brunswick (Vic.)	2419	2755	3000	1736	794	10704
Brunswick East	1168	1400	1598	759	460	5385
Brunswick West	1744	1431	1945	692	493	6305
Coburg	3899	2308	2280	947	590	10024
Coburg North	1160	658	654	178	254	2904
Fawkner	2301	916	1044	173	300	4734
Glenroy (Vic.)	3390	1848	2043	401	609	8291
Gowanbrae	491	251	203	11	52	1008

Hadfield	921	517	591	47	151	2227
Oak Park	1016	588	527	89	150	2370
Pascoe Vale	2658	1523	1846	299	517	6843
Pascoe Vale South	1785	747	715	118	229	3594
Total	22959	14941	16444	5460	4607	64411

Table 4

2.3.1.g Household Internet Access

The degree of household internet access varies across the municipality. Approximately 14.7% of households in Moreland do not access the internet at home (7.3% of households did not state their household internet access in the 2016 census).

The map below (figure 5) provides an overview of the proportion (%) of households with internet access, derived from ABS 2016 census.

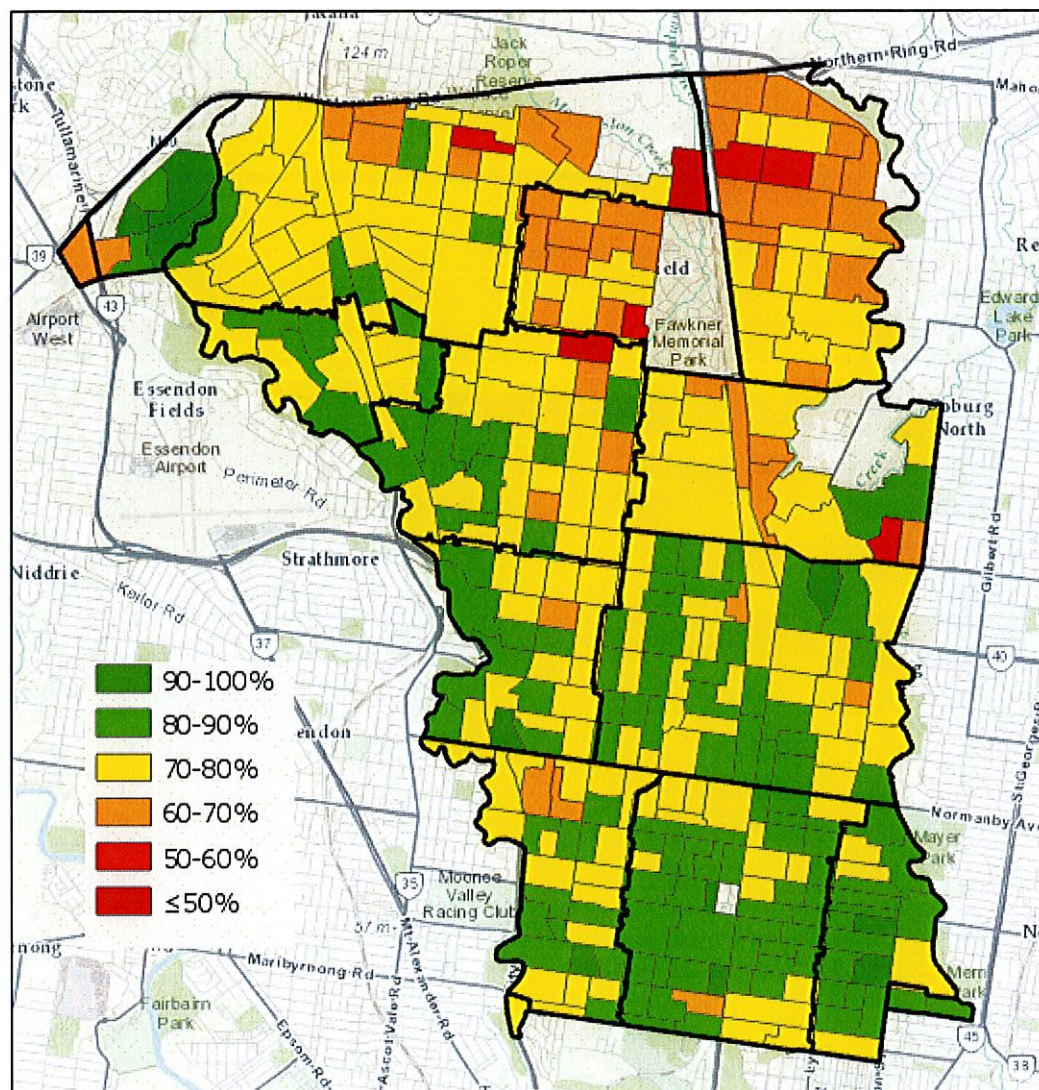


Figure 5 Proportion of households with internet access (ABS 2016)*

Source: Australian Bureau of Statistics 2016 'dwelling internet access': whether any member of the household accessed internet from their home. Internet access is considered as including both Wi-Fi and/or mobile-based internet access.

*Note: in some areas where the proportion of households not accessing internet is very low ($\leq 50\%$) these are where retirement villages are located.

2.3.1.h Overseas arrivals

In 2016, over 33% of the population, or 55,225 people who were living in the City of Moreland were born overseas and 26% of these people arrived in Australia within 5 years prior to 2016.

Year of arrival in Australia	Number people	% Overseas Arrivals
2011 to 9 Aug 2016	14,324	25.9
2006 to 2010	7,836	14.2
2001 to 2005	3,655	6.6
1991 to 2000	4,903	8.9
1981 to 1990	4,804	8.7
1971 to 1980	4,419	8.0
1961 to 1970	7,138	12.9
Arrived in 1960 or earlier	6,119	11.1
Not stated	2,027	3.7
Total	55,225	100.0

Table 5

Source: Australian Bureau of Statistics, [Census of Population and Housing](#) 2016. Compiled and presented by [.id](#), the population experts. Accessed 20 August 2018

2.3.1.i Birthplace

In 2016, 29% of people in the City of Moreland, came from countries where English was not their first language.

Birthplace	Number	% Total Population
Total overseas born	55,116	33.9
• <i>Non-English-speaking backgrounds</i>	<i>46,452</i>	<i>28.6</i>
• <i>Main English speaking countries</i>	<i>8,664</i>	<i>5.3</i>
Australia	96,296	59.2
Not stated	11,128	6.8
Total Population	162,540	100.0

Table 6

Source: Australian Bureau of Statistics, [Census of Population and Housing](#) 2011 and 2016. Compiled and presented by [.id](#), the population experts. Accessed 20 August 2018

Birthplace (top 10)	Number	% Total Born Overseas
Italy	7,890	4.9
India	4,090	2.5
United Kingdom	3,870	2.4
Greece	3,391	2.1
Pakistan	3,070	1.9
New Zealand	2,871	1.8
China	2,668	1.6
Lebanon	2,645	1.6
Nepal	2,357	1.5
Turkey	1,676	1.0
Vietnam	1,172	0.7
Philippines	1,141	0.7

Table 7

Source: Australian Bureau of Statistics, [Census of Population and Housing](#) 2011 and 2016. Compiled and presented by [.id](#), the population experts. Accessed 20 August 2018

2.3.1.j Language

- Approximately **61,000 people** living in Moreland speak a non-English language at home (approximately 38% of total population) (ABS 2016).
- Approximately **10,300 people** living in Moreland have poor or no spoken English skills (approximately 6.4 % of total population) (ABS 2016).
- The proportion of people with poor or no spoken English and languages spoken varies greatly across suburbs in Moreland – see table/annex.
- The most common languages spoken by individuals with poor and/or no spoken English living in Moreland are (ABS 2016):
 1. Italian 2,658 persons
 2. Greek 1,816 persons
 3. Minority languages* 1,414 persons
 4. Arabic 1,237 persons
 5. Mandarin 707 persons
 6. Turkish 580 persons
 7. Urdu 359 persons
 8. Vietnamese 350 persons
 9. Cantonese 236 persons
 10. Nepali 134 persons
 11. Spanish 133 persons
 12. Persian (excluding Dari) 133 persons
 13. Chaldean Neo-Aramaic 101 persons

*Minority languages are languages spoken by <100 people with poor/no spoken English in Moreland. This includes total 55 different minority languages, including Auslan (sign-language).

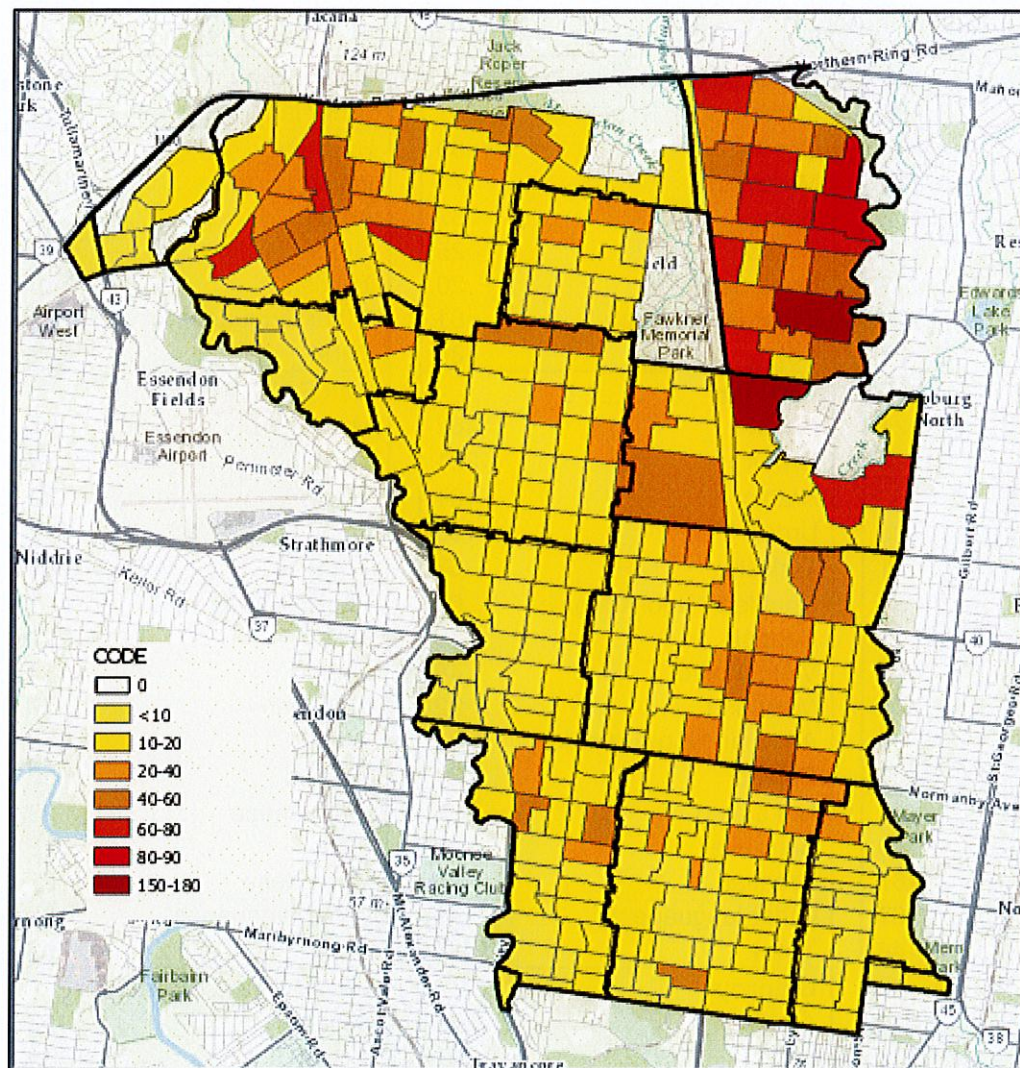


Figure 6 Number of people with poor or no spoken English language proficiency per area (ABS 2016)

Source: ABS 2016 census – persons with spoken English proficiency ranked as 'not well' or 'not at all'.

2.3.1.k Total persons with poor or no spoken English (by suburb and language)

Brunswick		Coburg North		Gowenbrae	
Greek	408	Italian	231	Other languages*	53
Italian	314	Greek	89	Hadfield	
Arabic	119	Mandarin	71	Italian	130
Mandarin	102	Arabic	67	Arabic	86
Vietnamese	58	Turkish	25	Greek	49
Cantonese	42	Cantonese	20	Turkish	40
Turkish	34	Other languages*	81	Other languages*	77
Indonesian	27	Total	584	Total	382
Spanish	20	Fawkner		Oak Park	
Other languages*	121	Italian	462	Mandarin	57
Total persons	1245	Greek	221	Turkish	39
Brunswick West		Arabic	191	Italian	33
Italian	123	Urdu	160	Other languages*	116
Greek	81	Turkish	67	Total	245
Arabic	33	Chaldean Neo-Aramaic	67	Pascoe Vale	
Vietnamese	26	Bengali	50	Italian	221
Cantonese	23	Vietnamese	48	Greek	114
Mandarin	21	Mandarin	32	Mandarin	77
Other languages*	98	Assyrian Neo-Aramaic	31	Arabic	60
Total	405	Pashto	31	Turkish	52
Brunswick East		Not stated	30	Vietnamese	28
Greek	199	Burmese	27	Urdu	28
Italian	167	Croatian	20	Cantonese	27
Arabic	67	Other languages*	147	Other languages*	159
Mandarin	48	Total	1584	Total	766
Indonesian	33	Glenroy		Pascoe Vale South	
Vietnamese	21	Arabic	304	Italian	153
Cantonese	20	Italian	294	Greek	114
Other languages*	154	Turkish	164	Arabic	27
Total	709	Mandarin	138	Mandarin	21
Coburg		Urdu	98	Vietnamese	20
Italian	531	Greek	86	Other languages*	68
Greek	426	Vietnamese	81	Total	403
Arabic	268	Persian (excluding Dari)	60		
Mandarin	131	Cantonese	50		
Turkish	124	Nepali	49		
Vietnamese	37	Assyrian Neo-Aramaic	28		
Thai	29	Malayalam	25		
Nepali	23	Chaldean Neo-Aramaic	23		
Cantonese	20	Polish	23		
Urdu	20	Punjabi	21		
Other languages*	133	Other languages*	249		
Total	1742	Total	1693		

Table 8

*Other languages are mixed languages spoken by <20 people with poor or no spoken English, per suburb

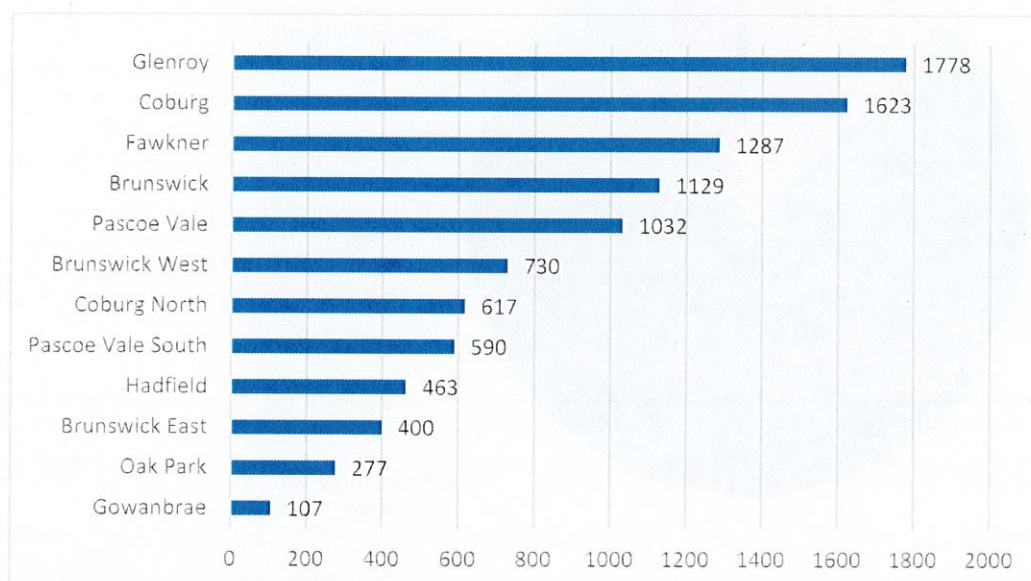
2.3.1.I Disability

In Moreland there approximately 10,000 people that have a need for assistance as a result of a profound or severe disability.

This includes people needing help or assistance in one or more of the three core activity areas (ABS 2016);

- Self-care;
- Mobility; and/or
- Communication.

People needing assistance covers a range of disabilities, including physical disability, long-term health conditions (lasting six months or more) and/or old age (ABS 2016).

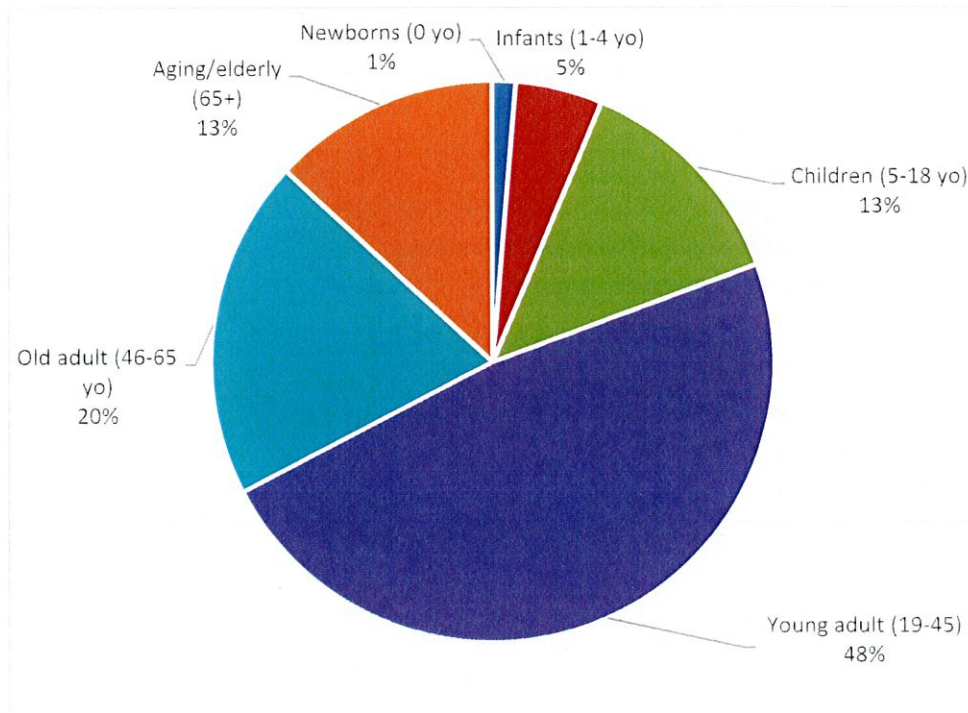


Graph 3 Number of persons with a core need for assistance as a result of profound and/or severe disability living in Moreland (ABS 2016).

Source: ABS 2016. Note: total **10,028** persons.

2.3.1.m Age groups

- Moreland's population covers a diverse range of age groups. Nearly half of the population is comprised of young adults aged 19 – 45 years old, and approximately one third of the population is older adult or elderly (46+ year old).
- In total there are approximately 21,000 children living in Moreland.
- Population age groups vary across Moreland with younger cohorts more dominant in the south and older cohorts more prevalent in the north (graph 4).



Graph 4

Age	0	1-4	5-18	19-45	46-65	66-70	71-75	76-80	81-85	86-90	91-95	96-100	100+	TOTAL
Brunswick	277	830	1989	14743	4203	690	524	510	384	218	76	12	3	24459
Brunswick East	115	361	965	7304	1798	285	209	201	160	87	28	4	0	11517
Brunswick West	152	628	1506	7485	2805	423	347	333	232	173	59	11	0	14154
Coburg	368	1282	3411	12273	5622	857	688	694	513	332	111	7	4	26162
Coburg North	133	441	992	3295	1593	247	217	219	215	176	75	3	0	7606
Fawkner	198	964	2482	5462	2566	441	452	577	503	320	96	13	0	14074
Glenroy	335	1302	3119	9975	4049	740	673	723	611	466	165	40	4	22202
Gowanbrae	42	176	529	1043	590	94	104	105	64	30	0	0	0	2777
Hadfield	74	310	895	2117	1157	235	209	297	212	114	23	0	0	5643
Oak Park	87	334	945	2685	1380	200	132	181	138	97	20	0	0	6199
Pascoe Vale	241	958	2448	7569	3411	538	390	450	463	371	184	14	0	17037
Pascoe Vale South	123	530	1831	3716	2518	352	241	253	245	178	65	10	0	10062
TOTAL	2145	8116	21112	77667	31692	5102	4186	4543	3740	2562	902	114	11	161,892

Table 9

2.3.1.n Religion

Religion	Number	% total population
Western (Roman) Catholic	43,180	26.6
Islam	15,851	9.8
Greek Orthodox	9,619	5.9
Anglican	5,990	3.7
Hinduism	4,801	3.0
Buddhism	3,387	2.1
Christian,nfd	2,212	1.4
Uniting Church	2,023	1.2
Presbyterian and Reformed	1,223	0.8
Sikhism	791	0.5
Baptist	771	0.5
Pentecostal	579	0.4

Table 10

Source: Australian Bureau of Statistics, [Census of Population and Housing 2011 and 2016](#). Compiled and presented by [.id](#), the population experts. <https://profile.id.com.au/moreland/religion> accessed 14/8/2018

2.3.1.o Disadvantage

In 2016, Gowanbrae had the lowest level of Disadvantage in the City of Moreland, with a SEIFA index score of 1,073.8. The City of Moreland SEIFA Index of Disadvantage which was 1014 in 2016, measures the relative level of socio-economic disadvantage based on a range of Census characteristics. It is a good place to start to get a general view of the relative level of disadvantage in one area compared to others and is used to advocate for an area based on its level of disadvantage.

The index is derived from attributes that reflect disadvantage such as low income, low educational attainment, high unemployment, and jobs in relatively unskilled occupations.

A higher score on the index means a lower level of disadvantage. A lower score on the index means a higher level of disadvantage.

The percentile column indicates the approximate position of this small area in a ranked list of Australia's suburbs and localities. It's meant to give an indication of where the area sits

within the whole nation. A higher number indicates a higher socio-economic status. For instance, a percentile of 72 indicates that approximately 72% of Australia's suburbs have a SEIFA index lower than this area (more disadvantaged), while 28% are higher.

Area	2016 index	Percentile
Gowanbrae	1,073.8	89
Brunswick East	1,066.0	85
Pascoe Vale South	1,057.4	81
Brunswick	1,052.3	78
Oak Park	1,048.0	75
Brunswick West	1,032.9	66
Pascoe Vale	1,028.6	63
Coburg	1,024.5	60
Greater Melbourne	1,021.0	57
City of Moreland	1,014.0	53
Coburg North	1,004.0	47
North and West Metropolitan Region	999.3	45
Hadfield	950.2	22
Glenroy	948.7	21
Fawkner	915.6	12

Table 11

Source: Australian Bureau of Statistics, [Census of Population and Housing](#) 2016. Compiled and presented in profile.id by .id, the population experts. Accessed 14/8/2018 <https://profile.id.com.au/moreland/seifa-disadvantage-small-area?WebID=100>

2.3.1.p Other data available via ABS

In the preparation for, event of and recovery from an emergency further information about the communities of the City of Moreland may be required. Other relevant data can be sourced via the .id website (<https://home.id.com.au/>) and the Australian Bureau of Statistics including:

- Number of vehicles per household
- Household income
- Employment
- Education

2.3.2 BUSINESS COMMUNITY

The City of Moreland's Gross Regional Product was \$5.82 billion in the year ending June 2017, this was a 4.1% increase from the previous year.

2.3.2.a Businesses

The below table details the number of registered business per industry in the City of Moreland in 2017.

Industry	Number	%
Construction	2,189	16.9
Professional, Scientific and Technical Services	1,749	13.5
Transport, Postal and Warehousing	1,507	11.6
Rental, Hiring and Real Estate Services	1,232	9.5
Retail Trade	879	6.8
Health Care and Social Assistance	787	6.1

Financial and Insurance Services	777	6.0
Accommodation and Food Services	629	4.9
Manufacturing	592	4.6
Other Services	589	4.5
Administrative and Support Services	506	3.9
Wholesale Trade	461	3.6
Arts and Recreation Services	260	2.0
Education and Training	239	1.8
Industry not classified	203	1.6
Information Media and Telecommunications	155	1.2
Public Administration and Safety	100	0.8
Agriculture, Forestry and Fishing	68	0.5
Electricity, Gas, Water and Waste Services	22	0.2
Mining	3	0.0
Total business	12,946	100.0

Table 12

These businesses are found across the municipality as seen in figure 7, large numbers of businesses are found in East Brunswick, Brunswick and Coburg.

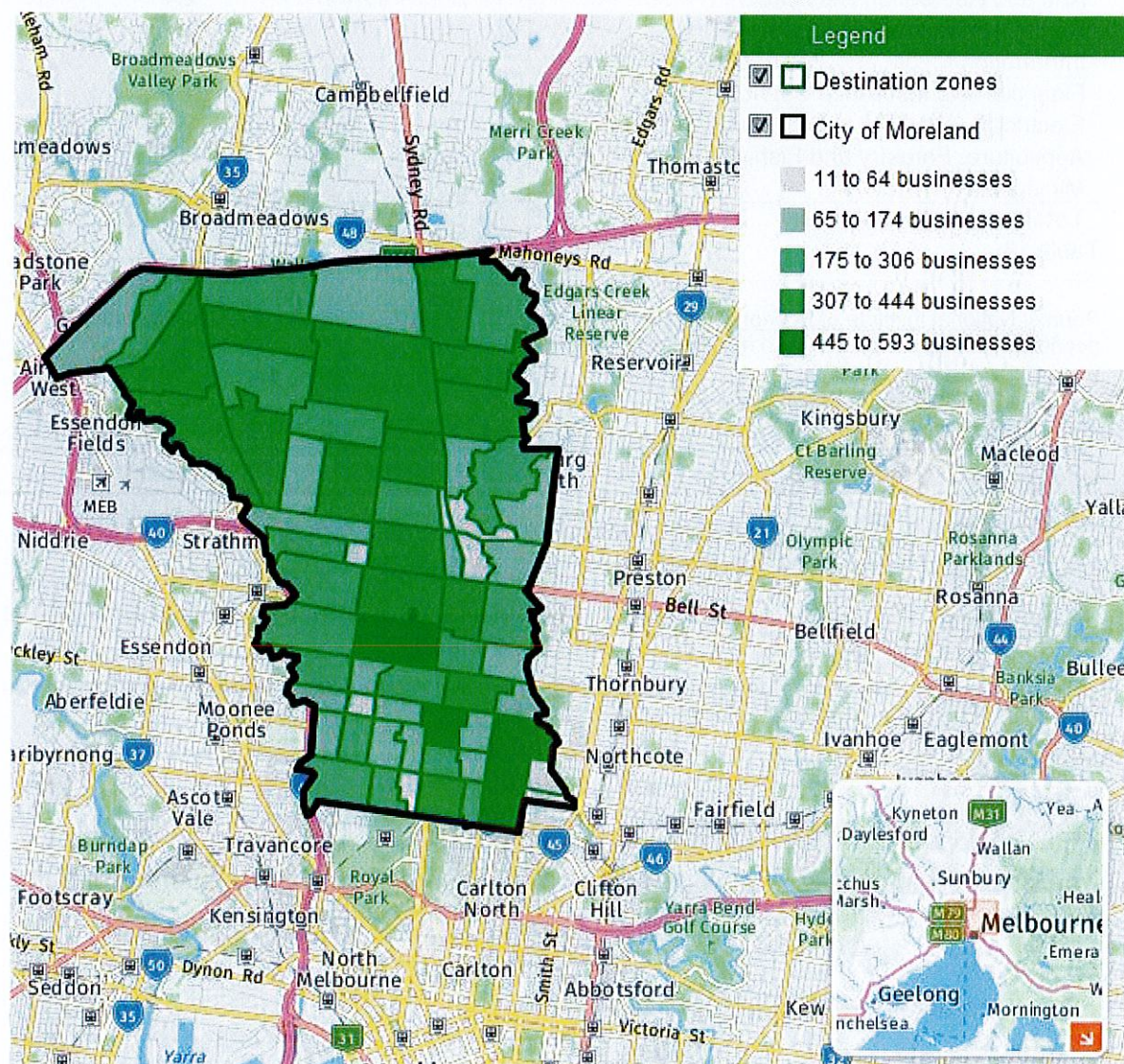


Figure 7

Source: [Australian Bureau of Statistics, Counts of Australian Businesses, including Entries and Exits, 2015 to 2017](#) Cat. No. 8165.0, Note: Non-employed businesses includes sole proprietors where the proprietor does not receive a wage or salary separate to the business income. Accessed 12/9/2018

2.3.2.b Jobs

The table 13 provides the total number of jobs per industry in Moreland over the 2016/2017 financial year

Industry	Number of jobs	%
Health Care and Social Assistance	8,256	17.6
Retail Trade	5,366	11.5
Education and Training	5,174	11.0
Manufacturing	4,390	9.4
Construction	4,247	9.1
Accommodation and Food Services	3,608	7.7
Other Services	2,780	5.9
Professional, Scientific and Technical Services	2,685	5.7
Public Administration and Safety	2,521	5.4
Transport, Postal and Warehousing	1,763	3.8
Wholesale Trade	1,647	3.5
Administrative and Support Services	1,297	2.8
Arts and Recreation Services	1,144	2.4
Rental, Hiring and Real Estate Services	636	1.4
Information Media and Telecommunications	573	1.2
Financial and Insurance Services	501	1.1
Electricity, Gas, Water and Waste Services	192	0.4
Agriculture, Forestry and Fishing	77	0.2
Mining	5	0.0
Total Industries	46,862	100.0

Table 13

Source: [National Institute of Economic and Industry Research \(NIEIR\)](#) ©2016. Compiled and presented in economy.id by [.id](#), the population experts. Accessed 12/9/2018

2.3.2.c Employment

In 2016:

- 80,288 residents of the City of Moreland were employed- of this 17.9% also worked within the City of Moreland
- 38,782 workers were employed in businesses across the City of Moreland- of this 37% were also residents of the City of Moreland

Source: Australian Bureau of Statistics, Census of Population and Housing 2016. Compiled and presented in economy.id by [.id](#), the population experts. Accessed 12/9/2018

2.3.3 VISITOR COMMUNITY

The table 14 provides an overview of the total number of international visitors over a 5 year period that visited the City of Moreland, and the reason for visiting.

City of Moreland - 2012/13 to 2016/17				
Main reason for trip	Visitors	Visitor nights	%	Average length of stay (days)
Visiting friends and relatives	72,761	1,496,385	40.1	20.6
Holiday	59,351	1,290,248	32.7	21.7
Business	-	-	-	-

Education	25,437	3,383,312	14.0	133.0
Employment	9,205	645,165	5.1	70.1
Other reason	-	-	-	-
Total	181,422	7,066,413	100.0	39.0

Table 14

Source: [Tourism Research Australia](#), Unpublished data from the *International Visitor Survey* 2016/17. Note: "-" represents unavailable data or data that has been suppressed due to a sample size of 40 or less. A 5 year aggregate is used here to minimize the figures which need to be suppressed, but sample sizes may still be too small for some categories. Accessed 12/9/2018

2.3.4 COMMUNITY CONNECTION AND PARTICIPATION

Social connection and participation are important for the development and maintenance of mental health and wellbeing. Connecting with people around you, being inclusive to others and being active in your community will lead to feelings of belonging and fulfilment, while fostering a sense of social cohesion within the municipality. Connection to culture, maintaining cultural practices and feeling safe to identify and connect with their communities are also important priorities for many of our residents.

The Moreland Community Indicators survey examined social cohesion and reported that in 2016:

- 84% of residents agreed they feel part of their community;
- 92% agree that cultural diversity enriches community life;
- 90% agree that people from different ethnic backgrounds are made welcome in their neighbourhood;
- 87% agree they can get to know their neighbours;
- 91% can get help from family, friends and neighbours when they need it;
- 74% believe there is an opportunity to have a say about important issues;
- 66% believe people have an opportunity to participate in the decisions made by their local government;
- 41% had attended a local community event within the past 6 months;
- 83% believe people with disabilities are included in community life;
- 13% are on a decision-making board or committee; and
- 74% agree that all people in Moreland are treated with respect and dignity.

Source *Moreland Municipal Public Health and Wellbeing Plan 2017-20*, (2017) Moreland City Council

2.4 LARGE ANNUAL EVENTS

The City of Moreland hosts a number of large public events throughout the year. Table 15 provides an over view of these in 2019.

Event Name	Location	Date	Description
Sydney Road Street Party	Sydney Road, Brunswick	Sunday 3 March	Street Party along closed section of Sydney Road (Victoria Street to Brunswick Road) featuring stages, roving performers and a range of stalls. Estimated attendance 40,000 – 45,000
Brunswick Music Festival	Various locations across Brunswick	3-17 March	Music performances in a range of predominantly indoor venues across Brunswick Estimated attendance across 2 weeks 5,000
Music for the People	Shore Reserve, Pascoe Vale South	Sunday 17 March	Performances on a stage in Shore Reserve. Small range of food and community stalls Estimated attendance 1500+
Glenroy Festival	Bridget Shortell Reserve, Wheatsheaf Road, Glenroy	Sunday 28 April	Community festival featuring performances on a stage. Range of stalls Estimated attendance up to 1,500
Coburg Carnivale	Predominantly in the Victoria Street Mall	Saturday 21 September	Range of activities and stalls Part of the Melbourne Fringe Festival Estimated attendance up to 1,500
Fawkner Festa	CB Smith Reserve, Fawkner	Sunday 10 November	Community festival featuring performances on a stage. Range of stalls and activities across the Reserve Estimated attendance up to 1,000
Coburg Night Market	Bridges Reserve, Coburg	Friday – 29 November, 6, 13 & 20 December	Over 100 stalls and performances on a stage. Estimated attendance – 5,000 per evening
Carols by the Lake	Coburg Lake Reserve, Coburg	Saturday 7 December	Range of musical performances on a stage. Estimated attendance 5,000

Table15

2.5 HISTORY OF EMERGENCIES

In addition to the common occurrences e.g. house fires and road accidents, the following major emergencies have occurred:

YEAR	INCIDENT	LOCATION	DESCRIPTION
2018	Building Fire	Coburg North	Factory fire (structure stability) impacted neighbouring Motel which was evacuated. ERC opened in Coburg and evacuated residents supported with temporary accommodation and financial support from DHHS.
2017	SKM Coolaroo Recycling Plant Fire (Hume City Council)	North West of the Municipality	Smoke and ash from the emergency impacted the City of Moreland and potential risk to water ways
2016	Protest	Bell St, Coburg	Anti-immigration and anti-racism protesters clashed in response to a planned "Moreland says no to racism rally"
2015	Building Fire	Sydney Rd, Brunswick	Vacant building caught fire leading to significant smoke in the Brunswick area. Residents advised to stay indoors.
2014	Storm Damage	Pottery Court Brunswick	Storm related chimney damage with falling debris resulted in evacuation of residents from a block of units in Pottery Court Brunswick. Residents able to reoccupy the site late the following day.
2014	Building Fire	Gronn Place, Brunswick – DHHS Housing	A number of DHHS residents were displaced following a gas leak. Residents were evacuated for a period of time.
2013	Public Event	Jill Meagher March	Rally following the murder of Jill Meagher in Brunswick closed a significant proportion of Sydney Rd Brunswick. Murder lead to the installation of CCTV in Sydney Rd
2011	Building Fire	Bunnings site Coburg	
2010	Building Fire	Sydney Road Brunswick	
2009	Building Collapse	Sydney Road Brunswick	
2008	Building Fire	Sydney Road Brunswick	
2003	Flooding	North Coburg, Coburg	Flood Emergency Plan was developed
1998	Car explosion	Merlynston	

Table 16

2.6 HAZARD PROFILE

A Community Emergency Risk Assessment (CERA) process was undertaken by the MEMPC over two sessions in September and November in 2018. Table 17 provides details on the City of Moreland risks and residual risk ratings with corresponding heat map (figure 8). These images were produced through the VicSES CERA workbook following both sessions.

Moreland City Council			
30 October 2018			
Code	Risk	Ratings Confidence	Residual Risk Rating
HE	Human Epidemic / Pandemic	High	High
Te-O1	Hazardous Material Release	High	Medium
L-O1	Service Disruption Extended	Med	Medium
N-O2	Storm and Flood	High	Medium
Te-O2	Structure Fire Major	Select	Low
N-O1	Extreme Heat	High	High
		Select	
H-O1	Hostile Act	High	Medium
T-O1	Major Transport Incident Road/Rail	High	Medium
LS	Landslide	High	Low
		Select	
		Select	
		Select	
		Select	
		Select	
		Select	
		Select	
		Select	
		Select	
		Select	

Note: Size of bubble reflects level of residual likelihood

Table 17

Municipal Government:	Moreland City Council
EM Region:	Central Region (Melbourne Metropolitan)
Last Review:	30/10/2018

Community Emergency Risk Assessment (CERA) Heat Map

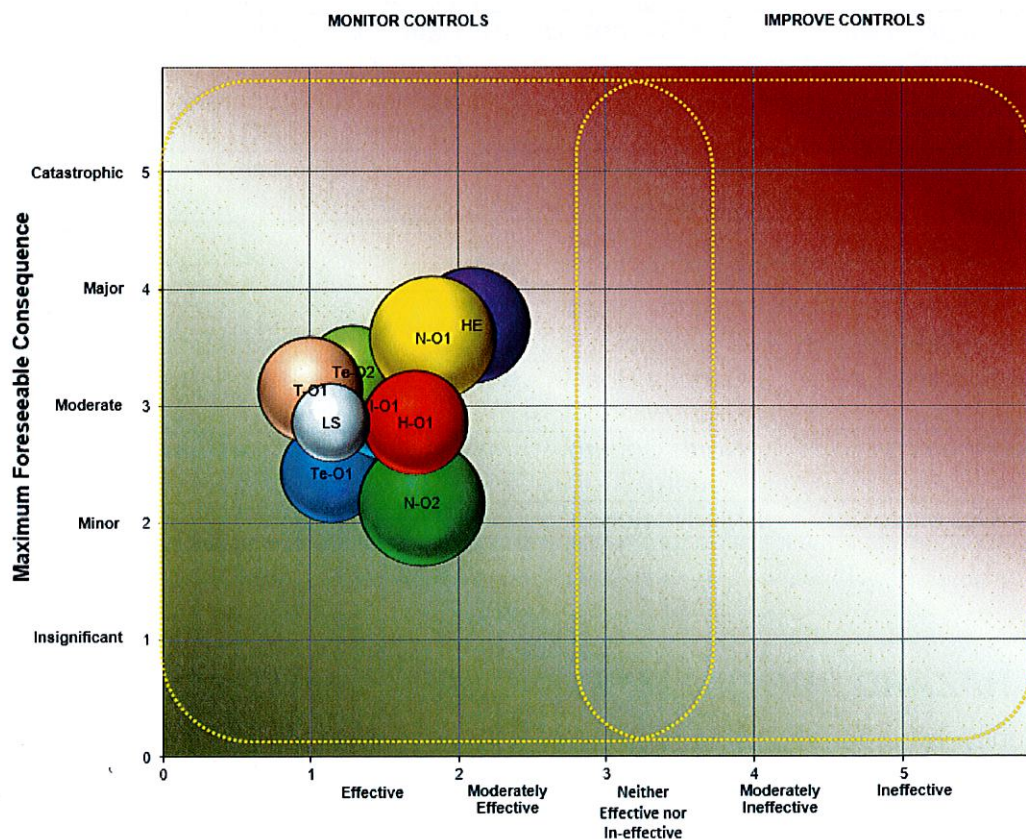


Figure 8

3 PLANNING ARRANGEMENTS

3.1 MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

This MEMPC is formed pursuant to Section 21(3) & (4) of the Emergency Management Act 1986, to formulate a plan in relation to the prevention of, response to and the recovery from emergencies within the City of Moreland.

3.2 MEMBERSHIP

The following shall make up the MEMPC:

- Moreland City Council representatives
 - Municipal Emergency Resource Officer (MERO) — Chairperson
 - Deputy Municipal Emergency Resource Officer (Deputy MERO)
 - Municipal Recovery Manager (MRM) (Deputy Chair)
 - Deputy Municipal Recovery Manager (Deputy MRM)
 - Municipal Fire Prevention Officer (MFPO)
 - Emergency Management Planning Officer
- Municipal Emergency Response Coordinator (MERC)
- VICSES (Central Region) — Regional Officer Emergency Management
- VICSES – Broadmeadows Unit Controller
- Department of Health and Human Services, Emergency Management Coordinator
- Metropolitan Fire Brigade representative
- Ambulance Victoria representative
- Red Cross representative
- Victorian Council of Churches representative
- Merri Community Health representative
- VicRoads representative (correspondence only)

3.3 TERMS OF REFERENCE

The full Terms of Reference for the Moreland MEMPC is detailed in Appendix A.

3.4 FREQUENCY OF MEETINGS

The Moreland MEMPC meets as a minimum on four occasions each year in the second week of March, May, August and November. The MEMPC may be convened following an incident or the identification of any significant new risk that could impact the municipality. The MEMPC may also meet in the event of a significant organisational or legislative change.

Minutes of all meetings are recorded, and copies distributed to all Committee members.

Risk based, and Functional Sub Committees/working groups are scheduled to meet at least once per year to review and amend their arrangements as necessary and support the preparedness of the municipality and relevant agencies.

3.5 MEMPC EXECUTIVE AND ADMINISTRATIVE SUPPORT

Moreland City Council will provide administrative support to the Moreland MEMPC and be responsible for administration of the MEMP. The Emergency Management Planning Officer MERO and MRM coordinate the maintenance of the MEMP.

The **Executive officer** for the MEMPC is the Executive Assistant to the Director of City Infrastructure or their delegate.

3.6 PLAN REVIEW

Content of this MEMP is to be reviewed by the MEMPC:

- annually, or
- after any major emergency which has utilised part of this plan, or
- after the emergence of a significant new risk.

Members of the MEMPC, control agencies or regional agencies can request a review of the MEMP at any time.

The MEMPC is responsible for endorsing any amendment to this MEMP. The MEMP will be provided to Council for consideration after every major revision, and to seek Council adoption.

Organisations included in this MEMP are required to review their organisations contact details at each MEMPC meeting and notify the MERO of any changes of details (e.g. Contact Information), as they occur.

3.7 DISTRIBUTION

Amendments are to be produced and distributed by Moreland City Council as required. A limited number of hard copies will be distributed, and all others will be distributed via email. The MEMP is also available via Crisisworks.

See Appendix C - PLAN DISTRIBUTION.

3.8 TESTING

Arrangements detailed in this MEMP will be tested annually. This will be done in a form determined by the MEMPC. Any procedural anomalies or short falls encountered during these exercises or ensuing operations must be addressed and rectified at the earliest opportunity by the MEMPC and recorded in the minutes. Wherever necessary, this MEMP will be revised to incorporate learnings from such exercises.

3.9 EXERCISES

Exercise	Description	Date
Iron Horse	Regional NWMR Emergency Relief Centre exercise	14 May 2018
Exercise Nosoi	Pandemic Influenza exercise	1 December 2016
Exercise Black Swan - Heatwave	DHHS sponsored desktop exercise involving agencies, leisure providers and Councils	September 2015
Exercise Jewell - Hazardous Materials event	Multi Council exercise to test collaboration arrangements	August 2015

Council Exercise- MECC	Desktop/Discussion exercise on establishing the MECC	August 2015
Council Exercise – MECC & ERC	Practice set-up of MECC and ERC. test communication with an ERC	August 2015
Crisisworks test	Review functions and train new staff	July 2015
Exercise Noah (Flood event)	Multi Council exercise to test collaboration arrangements	November 2014
Exercise Subsidence		September 2013
Airport Exercise – Safety Brief		October 2012
MECC desktop exercise		2011

Table 18

3.10 AUDIT

Pursuant to Section 21(a) of the *Emergency Management Act 1986*, this MEMP will be submitted to the Victoria State Emergency Service for audit. This audit will assess to determine whether the MEMP complies with guidelines issued by the Minister.

The MEMP will be submitted for audit at least once every three years.

3.11 MEMP SUB PLANS

3.11.1 RISK BASED SUB-PLANS

Risk Based Sub-Plans have been developed to address the High residual risks identified as a result of the CERA planning process and include the medium Flood and Storm risk. These sub-plans are held separately to this MEMP and can be accessed by contacting the responsible agency.

RISK BASED SUB PLANS	LOCATION	RESPONSIBLE FOR MAINTAINING
City of Moreland Pandemic Influenza Sub-plan	TRIM: D15/8500 Crisis Works	Emergency Management Planning Officer and Environmental Health Manager
City of Moreland Extreme Heat Sub-plan	TRIM: D16/29200 Crisis Works	Emergency Management Planning Officer
City of Moreland Flood Plan	Trim D15/410178 Crisis Works	Municipal Emergency Resource Officer
City of Moreland Flood Emergency Plan	TRIM D16/34290	VicSES

Table 19

3.11.2 FUNCTIONAL SUB-PLANS

Functional Sub-plans have been developed to plan the delivery of functional services to support the management of emergencies during response and recovery.

Reference to these Functional Sub-plans can be found in **PART 8: FUNCTIONAL ARRANGEMENTS**

3.11.3 OPERATIONAL PROCEDURES AND PLANS

Each agency or organisation (including Council) with responsibilities in this MEMP or its Sub-plans, are expected to maintain their own operational arrangements for management and command of their own resources in responding to or supporting emergency management operations.

3.11.4 EMERGENCY PLANNING STRUCTURE

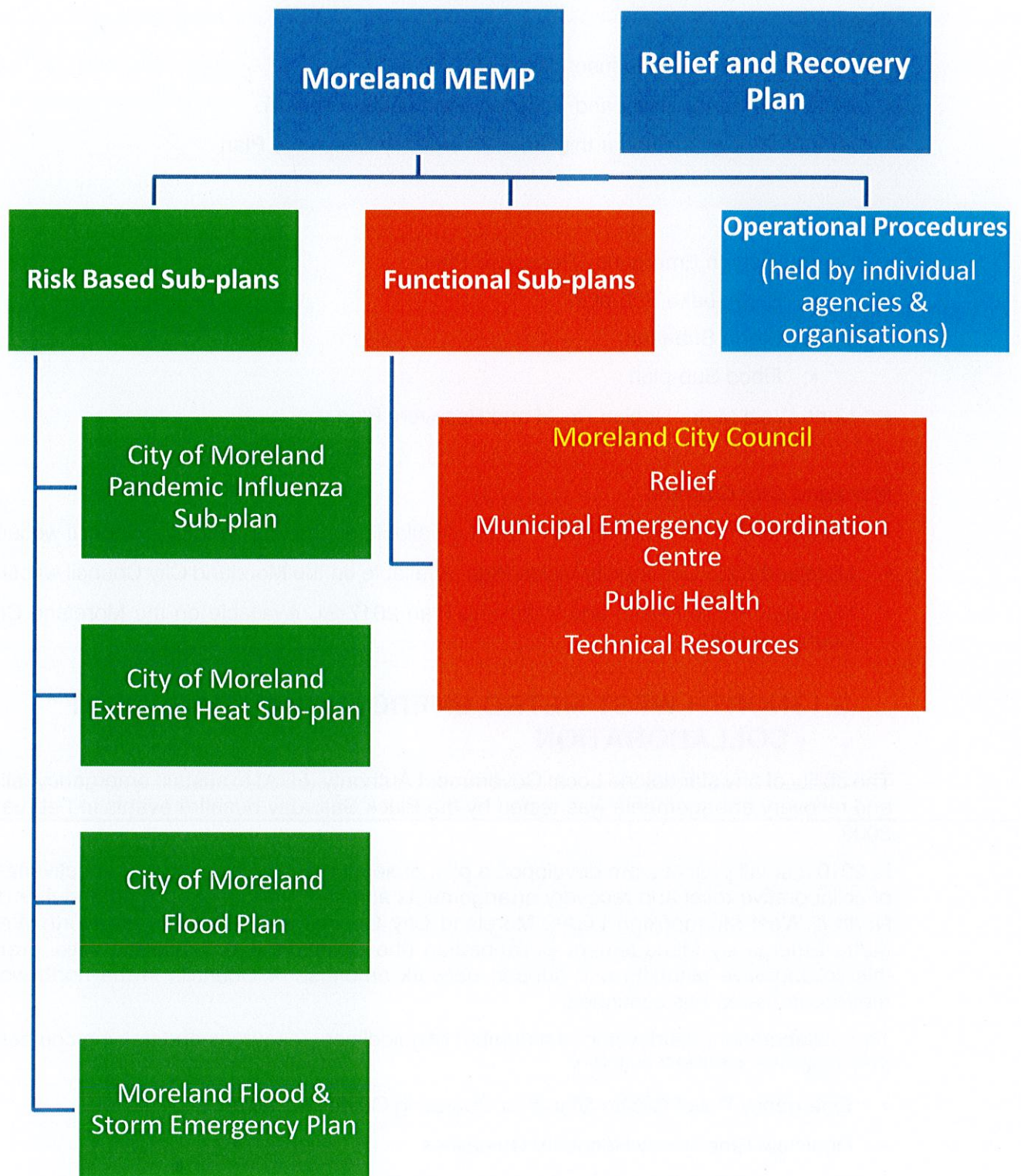


Figure 9

3.12 LINKED PLANS

The MEMP integrates with the following plans:

State

- State Emergency Response Plan (EMMV Part 3)
- State Emergency Relief and Recovery Plan (EMMV Part 4)
- All State Sub-plans under the State Emergency Response Plan

Regional

- Central Region Emergency Response Plan
 - Earthquake Sub-plan
 - Storm Sub-plan
 - Flood Sub-plan
- North West Metro Region Relief and Recovery Plan

Moreland City Council:

- Moreland City Council Plan 2017-2021. Available on the Moreland City Council website
- Moreland 2025 Community Vision Plan. Available on the Moreland City Council website
- Municipal Public Health and Wellbeing Plan 2017-21. Available on the Moreland City Council website

3.13 NORTH WEST METRO EMERGENCY MANAGEMENT COLLABORATION

The ability of any standalone Local Government Authority (LGA) to sustain emergency relief and recovery arrangements was tested by the Black Saturday bushfire events in February 2009.

In 2010 a small project team developed a pilot project to test the efficacy and effectiveness of collaborative relief and recovery arrangements across 7 North Metropolitan and then 14 North & West Metropolitan LGAs. Moreland City Council is a partner in the North West Metro Emergency Management Collaboration (the Collaboration). Since the initial grant, this collaborative planning and support network amongst 14 Councils in the north west metropolitan area has continued.

The Collaboration has developed a number of guidelines, resources and training courses that support the MEMP including:

- Emergency Relief Centre Standard Operating Guidelines 2018
- Municipal Emergency Recovery Guidelines
- Municipal Secondary Impact Assessment Guidelines
- Training opportunities for:
 - Working in an emergency relief Centre
 - Leadership in your EM role
 - Introduction to Personal Support
 - Municipal Secondary Impact Assessment

- Regional Exercises
- Intro to Emergency Management and Emergency Management Liaison Officer training through SES.

Moreland City Council also has an MOU for resource sharing with Collaboration (Located in Crisisworks and TRIM D18/496522)

3.14 INTER COUNCIL RESOURCES SHARING PROTOCOL

Moreland City Council is a signatory to the above-mentioned Collaboration MOU and the Municipal Association of Victoria (MAV) Inter-Council Resources Sharing Protocol. The purpose of this Protocol is to establish arrangements for the sharing of resources, (particularly personnel) across Councils to support each other during extended emergency events. This is found on the MAV website at <https://www.mav.asn.au/what-we-do/policy-advocacy/emergency-management/protocol-for-inter-council-resource-sharing>

4 PREVENTION/MITIGATION ARRANGEMENTS

4.1 THE ROLE OF AGENCIES, COUNCIL AND COMMUNITY

The prevention and mitigation of emergency events impacting the City of Moreland, which pose a significant threat to the people and communities of the City of Moreland is a shared responsibility between community members, agencies, and all levels of government.

The MEMPC plays a lead role in prevention and mitigation by identifying potential hazards and risks. The MEMPC will nominate agencies (including those represented on the MEMPC) to investigate, report and make recommendations on managing the most significant and likely threats to the health and wellbeing of the people of Moreland.

Moreland City Council has a key role in prevention and mitigation activities. Council's development and enforcement of policies in land use, building codes and regulations, urban planning, community development, economic development and environmental management, combine to ensure the likelihood and impact of emergencies on Moreland communities is reduced.

4.2 PREPAREDNESS AND MANAGEMENT

It is expected that all agencies and organisations, identified in this MEMP, will have adequate planning and resourcing to ensure they are able to meet their identified roles and responsibilities. This includes: personnel, resources, training and exercising, command structures, communications capacity and operating guidelines appropriate to their identified role.

4.3 COMMUNITY EMERGENCY RISK ASSESSMENT

During the preparation of this MEMP, a CERA process was undertaken to review potential natural and manmade hazards within the municipality and the risk they pose on the community. The history of their occurrence, the nature of each hazard and potential impact to the community, especially community vulnerability, have been considered during the analysis process.

The MEMPC has the responsibility for undertaking the CERA and for ensuring that the most significant risks are managed in a coordinated way.

As part of an ongoing process of risk identification, mitigation and management, the MEMPC will create opportunities for Moreland community members to contribute to the development of the MEMP.

4.4 COMMUNITY EDUCATION STRATEGIES

Community education is undertaken individually by responsible agencies and jointly with MEMPC agencies to develop community resilience and ensure that there is a greater understanding of potential emergencies in Moreland. Education is undertaken in a variety of ways for various communities such as school presentations, targeted communication specifically for vulnerable groups, more generally via the Moreland Leader and via social media in the form of Facebook, Twitter and on agency websites. Communication and education supports community resilience and the preparedness of communities to plan for, respond to and recovery from emergencies.

Targeted programs to support the most vulnerable communities from extreme weather such as extreme heat has been undertaken in conjunction with the Urban Heat Island Effect Action Plan, which is a Council priority.

The following is a summary of community risks as reviewed by the MEMPC in September and November 2018 at the CERA sessions. It was determined by the MEMPC that Sub-plans would be developed for those risks that were identified as High, along with the flood and storm risk.

Hazard	Risk	Control Agency	MEMPC Action
Human Pandemic/Epidemic	High	DHHS	Sub-plan
Hazardous material release	Medium	MFB	Maintain current readiness
Service Disruption Extended (>12 hours)	Medium	VicPol	Maintain current readiness
Storm and Flood	Medium	VicSES	Plan
Structure Fire Major	Low	MFB	Maintain current readiness
Extreme Heat	High	Emergency Management Commissioner	Sub-plan
Hostile Act	Medium	VicPol	Maintain current readiness
Major Transport Incident	Medium	VicPol	Maintain current readiness
Landslide	Low	VicSES	Maintain current readiness

Table 20

5 MANAGEMENT ARRANGEMENTS

5.1 THE 6 C's

Command, Control and Coordination have been key components of emergency management for many years. Over the past few years, additional focus has been placed on Consequence, Communication and Community Connection, leading to a shift in the way emergency management is approached.

This approach is more inclusive to the community needs in planning for, responding to and recovering from emergencies, and puts the community in the centre of Emergency Management whilst embracing the "All Communities, All Emergencies" state priority. 'Understanding the impact of an emergency, the consequences of the impact and how we reach in and acknowledge the community connections before during and after an emergency is vital to building a sustainable emergency management system'.

Below provides an overview of each of the 6 C's and visual representations:

Control

The overall direction of response activities in an emergency, operating horizontally across agencies.

Command

The internal direction of personnel and resources of an agency, operating vertically within the agency.

Coordination

The bringing together of agencies and resources to ensure effective preparation for, response to and recovery from emergencies.

Consequences

The management of the effect of emergencies on individuals, the community, infrastructure and the environment.

Communication

The engagement and provision of information across agencies and proactively with the community to prepare for, respond to and recover from emergencies.

Community Connection

The understanding of and connecting with trusted networks, trusted leaders and all communities to support resilience and decision making.

Source Emergency Management Victoria <https://www.emv.vic.gov.au/news/the-six-cs>

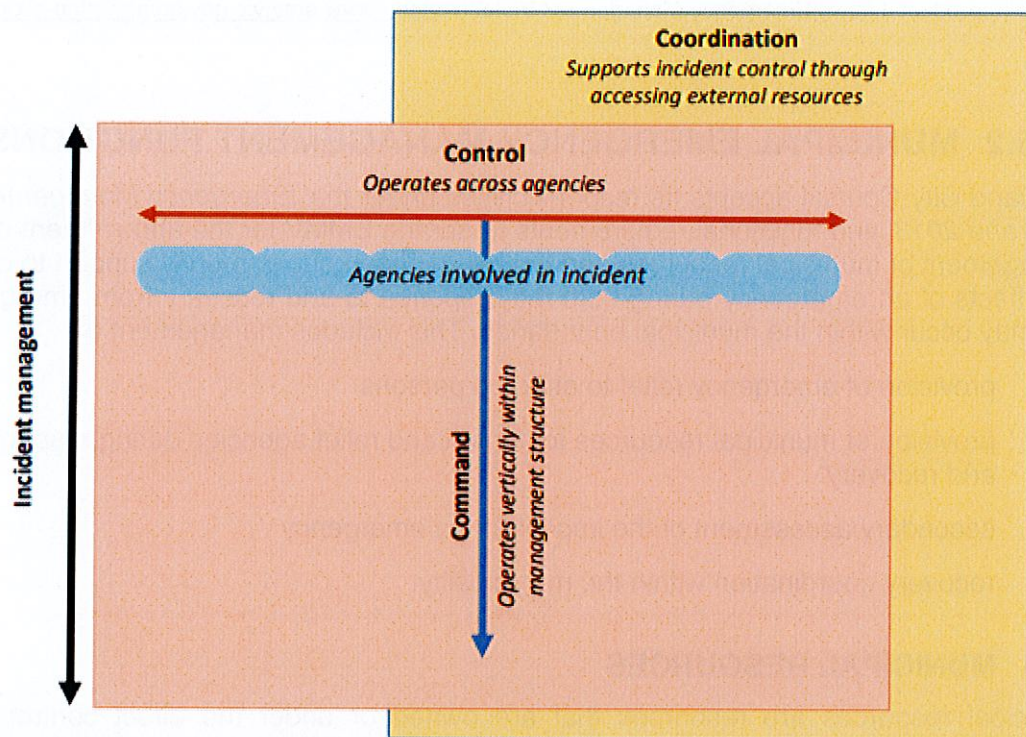


Figure 10

Source (reproduced from) Part 3 of the EMMV

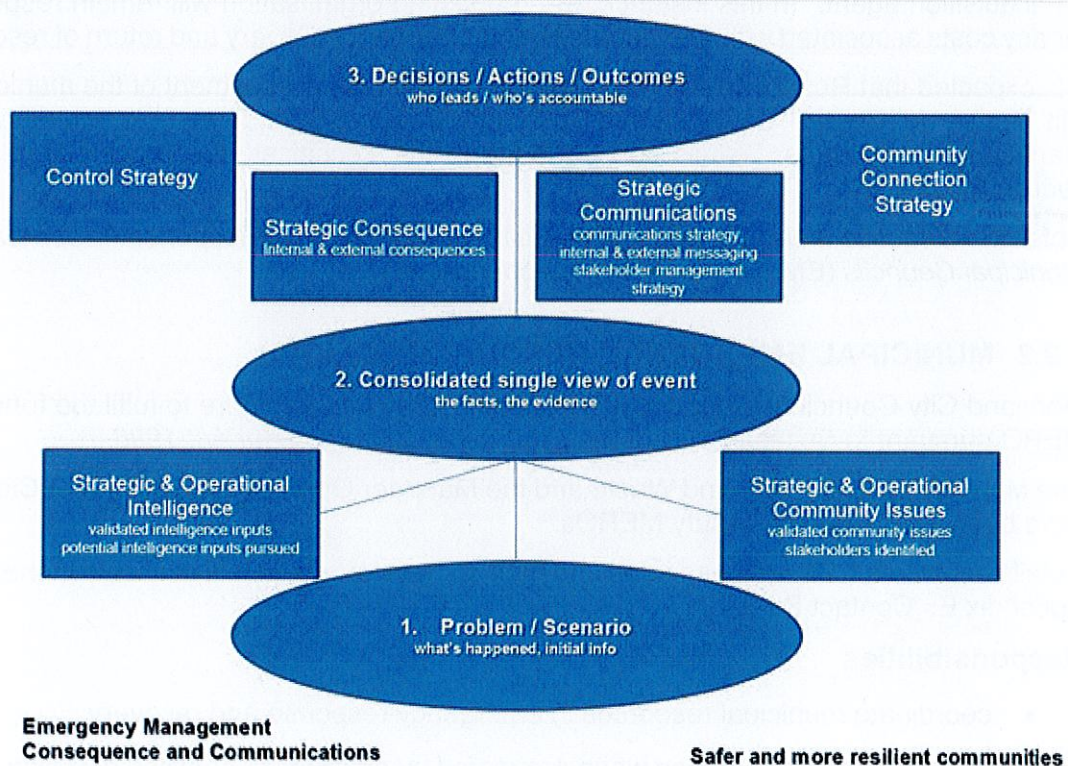


Figure 11

Source (reproduced from) Emergency Management Victoria <https://www.emv.vic.gov.au/news/the-six-cs>

5.2 MUNICIPAL EMERGENCY MANAGEMENT FUNCTIONS

Moreland City Council accepts its responsibilities under the *Emergency Management Act 1986 and 2013*, and functional requirements under the EMMV for the appointment of staff, management of municipal resources and the coordination of community support to counter the effects of an emergency during both the response to and recovery from emergencies that may occur within the municipal boundaries. This includes management of:

- provision of emergency relief to affected persons
- provision of municipal resources to control and relief agencies during response and recovery
- secondary assessment of the impact of the emergency
- recovery coordination within the municipality.

5.2.1 MUNICIPAL RESOURCES

Municipal resources are resources that are owned or under the direct control of the municipal council. The MERO is responsible for coordinating provision of municipal resources in support of response and recovery activities.

The MERO, after discussion with the requesting agency and the Municipal Emergency Response Coordinator (MERC), may establish conditions or limits to the provision of municipal resources.

Where resources are not owned or under direct control of Council, the MERO may act as an acquisition agent. In this instance, the requesting organisation will remain responsible for any costs associated with the resources and arrange for delivery and return of resources.

It is expected that Response Agencies (based on their risk assessment of the municipality) will identify to Council any resources that they require Council to hold for emergency management purposes. Details can be found in the Technical Resources Sub-plan see section 8

Refer to – *Practice Note: Sourcing Supplementary Emergency Response Resources from Municipal Councils* (EMMV March 2018, Appendix 10)

5.2.2 MUNICIPAL EMERGENCY RESOURCE OFFICER

Moreland City Council has appointed the Director City Infrastructure to fulfil the function of MERO pursuant to Section 21(1) of the *Emergency Management Act 1986*.

The Manager Roads, Fleet and Waste and the Manager Open Space and Street Cleansing have been appointed as Deputy MEROs.

Details of officers fulfilling these roles and their contact information is available in the MEMP Appendix E: Contact Directory

Responsibilities

- coordinate municipal resources in emergency response and recovery
- provide council resources when requested by emergency services or police during response activities

- maintain effective liaison with emergency agencies within or servicing the municipal district
- maintain an effective contact base so municipal resources can be accessed on a twenty-four-hour basis
- keep the municipal emergency coordination centre(s) prepared to ensure prompt activation if needed
- liaise with the MRM on the best use of municipal resources
- organise a response debrief if requested by the MERC
- ensure procedures and systems are in place to monitor and record expenditure by the council in relation to emergencies

5.2.3 MUNICIPAL RECOVERY MANAGER

Moreland City Council has appointed the Manager Aged and Community Support to fulfil the function of Municipal Recovery Manager (MRM) pursuant to Part 6 of the EMMV.

Council has appointed the Managers for Social Policy & Early Years, Youth and Leisure and Cultural Development, as Deputy Municipal Recovery Managers.

Details of officers fulfilling these roles and their contact information is available in the MEMP Appendix E: Contact Directory

Responsibilities

- coordinate municipal and community resources for recovery
- assist with collating and evaluate information gathered in the post impact assessment
- establish priorities for the restoration of community services and needs
- liaise with the MERO on the best use of municipal resources
- establish an information and coordination centre
- liaise, consult and negotiate with recovery agencies and council on behalf of the affected area and community recovery committees
- liaise with the regional recovery committee and Department of Health and Human Services
- undertake other specific recovery activities as determined.

5.2.4 MUNICIPAL AUTHORITY

The MERO and MRM are responsible for the coordination of Municipal resources in responding to emergencies and have full delegated powers of Council to deploy and manage Council's resources during emergencies.

5.2.5 MUNICIPAL FIRE PREVENTION OFFICER

Moreland City Council has appointed the Team Leader Operations, Urban Safety Unit as the Municipal Fire Prevention Officer under section 5A of the *Metropolitan Fire Brigades Act 1958*.

Responsibilities

- Liaise with fire services, brigades, other authorities and councils regarding fire prevention planning and implementation.
- Advise and assist the Municipal Emergency Management Planning Committee (MEMPC) on fire prevention and related matters.
- Report to Council on fire prevention and related matters.
- Carry out statutory tasks related to fire prevention notices and infringement notices.
- Investigate and act on complaints regarding potential fire hazards.
- Advise, assist and make recommendations to the general public on fire prevention and related matters.

5.3 MUNICIPAL EMERGENCY RESPONSE COORDINATOR (Victoria Police)

The MERC is responsible for bringing together agencies and resources within a municipal district to support the response to emergencies. The Officer in Charge at the Brunswick Police Station the appointed MERC for the City of Moreland.

For further information regarding the responsibilities of the MERC please refer to Part 3 of the EMMV.

5.4 MUNICIPAL EMERGENCY COORDINATION CENTRES

A Municipal Emergency Coordination Centre (MECC) is a facility, which brings together key council staff to coordinate the provision of council and community resources during an emergency for the response and recovery effort.

The MECC is the principal staffed facility that supports the function of municipal emergency management coordination and is led by the, MERO and MRM.

The MECC may be activated during support operations to a neighbouring municipality.

A MECC may be activated on request of the MERC, the MERO, or the MRM.

The **primary** MECC for Moreland City Council is:

Concert Halls, Coburg Civic Centre, 90 Bell Street, Coburg

An **alternative** Municipal Emergency Coordination Centre, in the event that the primary MECC becomes unserviceable and/or is more appropriate:

Brunswick Town Hall, 233 Sydney Road, Brunswick

MECC Standard Operating Procedures have been developed and maintained by the MERO. They are available through the MERO and MRM and on Crisisworks.

(For more information see Functional Sub-plan: *Municipal Emergency Coordination Centres*)

5.5 DEBRIEFING ARRANGEMENTS

Agency and multiagency debriefs should take place as soon as practicable after any significant emergency as deemed appropriate. The MERC will engage with the control agency to convene a debrief at the municipal level and key staff from all agencies and

organisations that participated should be represented with a view to assessing the adequacy of the municipal emergency management arrangements, and to recommend any changes.

It may also be appropriate to conduct a separate recovery debrief to address municipal recovery issues. This should be convened and chaired by the MRM.

5.6 FINANCIAL CONSIDERATIONS

Control agencies are responsible for all costs involved in that agency responding to an emergency. Government agencies supporting the control agency are expected to defray all costs from their normal budgets.

Depending on the type and magnitude of the emergency, some government financial assistance may be available for prevention, response and recovery activities.

Financial accounting for municipal resources utilised in emergencies must be authorised by the MERO or the MRM. Moreland City Council may establish a process for managing monies donated as a result of any emergency event and will implement systems to receive and account for all such donations.

Crisisworks will be utilised to detail financial costs during an emergency. If required, a financial team will be established to ensure all costs relating to an emergency are managed in accordance with Moreland City Council requirements.

As per the Part 8 Appendix 1 of the EMMV (March 2018):

Municipal councils are expected to use their resources for emergency operations within the municipal district. Municipal resources are those used to perform municipal functions, even if the resources are privately owned (contracted to council). Generally, councils are expected to provide municipal resources without charge, however some resources may be subject to limits and/or constraints, (e.g. the use of some equipment may be limited to a timeframe due to the expense of operation). Such limits and/or constraints should be reasonable, commensurate with each council's capacity to provide such resources, and details included in municipal emergency management plans. Some reimbursement is available. Extraordinary expenditure incurred, (e.g. for overtime, or equipment hire used in emergency protection works, restoration of publicly owned assets or relief provided to emergency-affected people) may qualify for reimbursement by the Department of Treasury and Finance (DTF) according to a sharing formula. See the next section of this Appendix and Part 6 of this Manual.

Private organisations that provide resources for emergency response or recovery activities would expect to be paid by the agency using the resources. The emergency response coordinator or municipal council may be an intermediary in sourcing private resources for agencies.

6 RESPONSE ARRANGEMENTS

6.1 INTRODUCTION

The objective of emergency response activities in Victoria is to reduce the impact and consequences of emergencies on people, communities, essential and community infrastructure, industry, the economy, and the environment

Response arrangements in the City of Moreland are consistent with those laid down in the EMMV.

6.2 CONTROL AND SUPPORT AGENCIES

Part 7 of the EMMV identifies Control agencies and support agencies in the State of Victoria. These arrangements apply in the City of Moreland, unless otherwise specified.

6.3 SOURCING SUPPLEMENTARY RESPONSE RESOURCES

Agencies should exhaust all resources owned or directly within their control before requesting assistance from elsewhere. An agency requiring supplementary resources can request resources via the relevant Emergency Response Coordinator.

Requests for resources should be provided in an appropriate format and include the name and position of the person requesting the resources, and comprehensive details of the task to be undertaken.

The requesting agency is responsible for making appropriate arrangements for the delivery and return of supplementary resources.

At the municipal level, resources can be requested via the MERC. The MERC may obtain resources from local agencies, council or from private providers.

Council is expected to provide resources owned or directly under its control at no cost, however Council may set limits on this supply. If resources are needed that are not in Councils control, then Council may act as an acquisition agent, but the requesting agency will be responsible for all arrangements, costs, and liabilities.

Agencies that, based on the community emergency risk assessment, identify resources that might be required for response activities which are additional to Councils usual holdings, must identify this requirement to Council via the MEMPC.

(See: *Practice Note: Sourcing Supplementary Response Resources From Municipal Councils* EMMV March 2018, Appendix 10,)

6.4 TRANSITION FROM RESPONSE TO RECOVERY

In major emergency events where there is significant impact on communities, recovery planning and management should be integrated into the incident control system. Transition from response to recovery should be based on the needs of the impacted community and be a phased change reflecting shifts in priorities. Agencies involved in the response may also make significant contribution to the recovery effort.

The Incident Controller, MERC and MRM, along with other relevant agencies should start planning for the transition to municipal level recovery as soon as possible following the initial impact of a major emergency (noting some emergency recovery may be coordinated at state or regional level).

In some situations, the Incident Controller may physically hand over to the Recovery Coordinator/Manager or agency, response facilities and/or resources to be utilised in recovery activities. This will only occur after agreement has been reached, and after any necessary documentation has been completed to the mutual satisfaction of the response and recovery coordinators. The Transition to Recovery Template found in EM-COP should be utilised by the incident controller to enable transition.

Resources acquired for the response, which are not required for recovery, remain under control of the requesting response agency. That agency is responsible for their return or disposal.

The NWMR EM Collaboration Municipal Emergency Recovery Guidelines is a key document for the use of Moreland City Council in recovery. These Guidelines can be found in Crisisworks (Trim D18/460542).

7 RELIEF AND RECOVERY MANAGEMENT ARRANGEMENTS

7.1 BACKGROUND

Under Victoria's Emergency Management Arrangements, municipal councils are responsible for the coordination of relief and recovery at the local level. To meet these responsibilities, Moreland City Council has developed a City of Moreland Relief and Recovery Plan which can be accessed through the MRM and is available on Crisisworks (Trim D16/29190).

This Relief and Recovery Plan is enacted by the MRM or one of several designated deputies. It includes detailed information regarding the main relief and recovery arrangements.

7.2 CONTEXT OF EMERGENCY RELIEF AND RECOVERY

Relief and recovery are integral aspects of emergency management, which also includes preparedness and response. As shown below (figure 12), emergency response, relief and recovery activities are often undertaken concurrently.

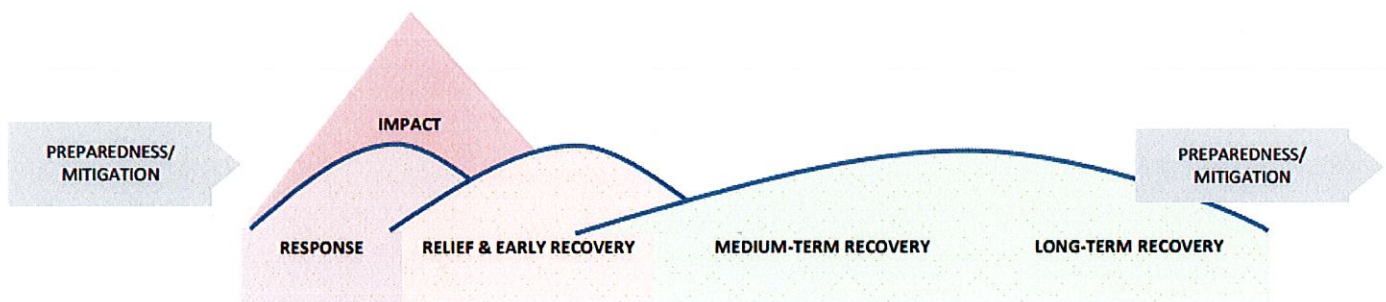


Figure 12 Emergency Relief and Recovery Activities Over Time

Source (reproduced from) Part 4 EMMV

Emergency relief and recovery from emergencies is an enabling and supportive process, which allows individuals, families and communities to attain a proper level of functioning through the provision of information, specialist services and resources.

The provision of life support and essential needs to people affected by an emergency is the first stage of emergency recovery. In this respect, emergency relief functions are well integrated within early recovery activities.

Whilst an emergency is likely to cause disruption, it is important to recognise that relief and recovery activities do not begin with a blank canvas. Activities should be delivered in context of the existing community aspirations and building on community development work (including emergency preparedness) already undertaken. This will include maximising use of existing local community services, community leaders and representative structures where possible.

Communication and coordination between agencies and service providers through the MRM and Regional Recovery Coordinator (Department of Health and Human Services (Victoria) (DHHS)) is vital to achieve the best community outcomes.

7.3 EMERGENCY RELIEF AND RECOVERY PRINCIPLES

Recovery from emergencies is a developmental process of assisting individuals, families, neighbourhoods and communities to manage the re-establishment of those elements of society necessary for their wellbeing.

Recovery activities should acknowledge the inherent resilient capabilities of individuals, households, neighbourhoods and communities affected by emergencies. Resilience is also promoted through programs that encourage, create and develop resources and connections that can be drawn on in times of crisis.

Wherever possible, the existing municipal services will be implemented as a first response to a recovery need. Recovery information and recovery services need to be readily accessible to affected individuals, families and communities and be responsive to their needs and expectations.

7.4 EMERGENCY RELIEF FUNCTIONS AND SERVICES

Emergency relief is the provision of essential needs to persons affected by an emergency. Emergency relief services should be responsive to the size, impact, nature, cause and effects of the emergency.

Moreland City Council is responsible for ensuring the provision and coordination of emergency relief at the municipal level. Where communities are relocated, evacuated or advised to shelter in place, immediate relief services will most likely be required.

The primary functions of emergency relief the provision of:

- Food and water
- Material aid – immediate needs
- Emergency shelter
- First aid and primary care
- Information

Other functions of emergency relief typically include:

- Registration
- Personal support
- Financial assistance
- Emergency assistance for animals
- Public Health

7.5 EMERGENCY RELIEF CENTRES

Emergency Relief Centers (ERCs) are established to meet the essential life support needs of people displaced by emergency events. Moreland City Council is responsible for planning, preparing and managing ERCs. Details of the identified ERCs within the City of Moreland can be found in the Relief and Recovery Plan and Relief Sub-plan (D18/460499).

The NWMR EM Collaboration has developed the Emergency Relief Centre Standard Operating Guidelines (Trim D18/460548) which will be utilised in conjunction with the Relief Sub-plan. Both documents are available through the MRM and via Crisisworks.

7.6 RELIEF AND RECOVERY INTERFACE

Both emergency relief and specific recovery services may be provided at an emergency relief centre. Thus, the provision by relevant agencies of any of the relief or recovery services such as catering, material needs, emergency shelter, grants, temporary accommodation and counselling may occur concurrently at such centres. Irrespective of the emergency relief or recovery services offered or the level of coordination being provided, the overall management responsibility for the centres remains with the municipal council.

Recovery focuses on the longer-term needs of the community. A Recovery Centre may be established to provide support, information and services to meet community needs at a single point at the local level.

7.7 Impact Assessment

Impact assessment is the collection and reporting of information on the impact of emergencies in order to inform priorities in consequence management and the provision of relief and recovery services. There are three stages of impact assessment:

- **initial impact assessment** (24-48 hours after access to the area): Response agencies undertake initial impact assessments which can help inform relief activities.
- **secondary impact assessment** (within four weeks): Impact assessment for relief and recovery requires an additional layer beyond the initial impact assessment, which includes a comparison with base-line information. Those responsible for recovery coordination at each tier are responsible for coordinating the secondary impact assessment, which is a subsequent progressive and more holistic assessment of the impact of the event on the community. It takes into account built and natural environments, social and economic impacts and resulting community needs.
- **post-emergency needs assessment** (can take up to twelve months or more depending on the scale of the event): Those responsible for recovery coordination at each tier are also responsible for coordinating the post-emergency needs assessment. This assessment estimates the longer term psychosocial impacts on a community, displacement of people, the cost of destroyed assets, and the impact that the destruction of assets and business disruption has on how members of a community live and connect with one another. This assessment informs the medium to longer term recovery process, options for development, and builds the knowledge base of the total cost of emergencies that informs risk management.

Municipal councils and the Victorian Government are required to share any information they gather (EMMV July 2018, Part 4).

The NWMR EM Collaboration has developed a Municipal Secondary Impact Assessment Guide (Trim D18/460546) that will be utilised in undertaking Council's required impact assessments. The document can be found on Crisisworks or requested from the MRM.

7.8 EMERGENCY RECOVERY MANAGEMENT

Recovery operations involve cooperation between all levels of government, non-government organisations, community agencies, the private sector, affected communities and emergency organisations.

In the City of Moreland, recovery management will be based on the Four Environments of Recovery model.

- **Social Environment** – the emotional social, spiritual, financial and physical wellbeing of individuals and communities
- **Economic Environment** – the revitalisation of the economy of the community to ensure as far as possible that the wellbeing of a community is restored.
- **Built Environment** – the restoration of essential and community infrastructure,
- **Natural Environment** – the rehabilitation of the environment.



Figure 13

This recovery management model is based on a community health and wellbeing model. The 4 environments are interrelated and co-dependent. They should not be considered as functions, but as environments in which to identify needs, coordinate activities and focus recovery activities. They must not be treated independently or managed separately. Part 4 of the EMMV provides further details on the relevant state government agencies and departments responsible for coordinating recovery across each environment.

7.9 CITY OF MORELAND RECOVERY PLAN

The City of Moreland Relief and Recovery Plan is an adjunct to the MEMP and details the arrangements and operational roles and responsibilities for coordinating and managing the provision of relief and recovery affected people and communities.

The Relief and Recovery Plan is maintained by the MRM and is available through the MRM and via Crisisworks.

7.10 COMMUNITY RECOVERY COMMITTEE

The Relief and Recovery Plan contains the arrangements/ terms of reference for the development of a Community Recovery Committee.

8 FUNCTIONAL ARRANGEMENTS

There are a range of functions and services required to support the management of emergencies in the City of Moreland. For many of the functions or services there will be Functional Sub-plan (a subordinate plan of the MEMP), developed by the City of Moreland with support from relevant agencies. These sub-plans will be endorsed by the MEMPC. A number of functions will also be supported by standard operating guides and guidelines developed by the NWMR EM Collaboration and utilised by the City of Moreland and relevant agencies. These are found in Crisisworks and include:

- Emergency Relief Centre Standard Operating Guide
- Municipal Secondary Impact Assessment Guide
- Municipal Emergency Recovery Guide

Below provides an overview of each Functional Sub-plan

Where deemed necessary, the "Functional Chair" for each function will prepare and maintain a Functional Sub-plan in association with nominated support agencies. The Functional Sub-plan will be provided to the MEMPC consideration and endorsement. The Functional Sub-plan can be accessed through the contact person listed below or via Crisisworks (and Trim).

8.1.1 RELIEF

RELIEF	
This Sub-plan provides operational and functional arrangements of stakeholders to ensure relief for non-major emergencies and Emergency Relief Centres for larger emergencies are established to provide the essential life support needs of people displaced by emergencies. This Sub-plan should be read in conjunction with the NWMR EM Collaboration Emergency Relief Centre Standard Operating Guide:	
Functional Chair:	Moreland City Council
Contact:	Municipal Recovery Manager
Version Date	2018
Location	Crisisworks and Trim D18/460499

8.1.2 MUNICIPAL EMERGENCY COORDINATION CENTRES

MUNICIPAL EMERGENCY COORDINATION CENTRES	
Municipal Emergency Coordination Centres are facilities where the resources (staff, equipment and plans) are coordinated to support emergency operations. This Sub-plan is specifically for Moreland City Council staff.	
Functional Chair:	Moreland City Council
Contact:	Municipal Emergency Resource Officer
Version Date	2018
Location	Crisisworks and Trim D18/267295

8.1.3 PUBLIC HEALTH

PUBLIC HEALTH	
Emergencies may be caused by or result in environmental health hazards such as smoke, waste disposal, sewage, air and water quality, food safety, asbestos, etc.	

Functional Chair:	Moreland City Council
Contact:	Manager Public Health
Version Date	2018
Location	Crisisworks and Trim D18/495898

8.1.4 TECHNICAL RESOURCES

TECHNICAL RESOURCES	
Resources to support emergency operations are available through Council and from the broader community. A range of resources are available including plant and equipment, facilities and mapping services. Council is expected to provide its resources and those under its direct control (including contracted resources) at its own expense.	
Functional Chair:	Moreland City Council
Contact:	Deputy MERO
Version Date	2018
Location	Crisisworks and Trim D16/29193

APPENDIX A:

TERMS OF REFERENCE: MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

Chairperson	<p>Council representative. A Chairperson will be provided by the Council. Their responsibilities include:</p> <ul style="list-style-type: none"> • Guiding the meeting according to the agenda and time available; • Ensuring all discussion items end with a decision, action or definite outcome
Authority and Background	<p>Section 21 of the <i>Emergency Management Act 1986</i> establishes the requirement for a MEMPC within the Victorian Emergency Management framework.</p> <p>The Moreland MEMPC has been appointed to allow relevant Subcommittees to deal with specific elements of Emergency Management whilst reporting on developments to the overarching Municipal Emergency Management Planning Committee</p>
Membership	<p>Section 21 of the <i>Emergency Management Act 1986</i> establishes the arrangements for this committee's membership. These are supplemented by the following practices:</p> <ul style="list-style-type: none"> • membership is reviewed every time the Terms of Reference is reviewed, and members are confirmed in writing by the responsible officer/manager • proxies assume the member's role if the member is unable to attend the meeting or is unable to perform their usual role for the committee. • if an agency requested to form a presence at the MEMP committee does not attend two consecutive meetings a letter may be sent from the MEMPC Chair to senior management of the agency requesting an alternative representative be assigned to attend committee meetings • the Committee can elect new members onto the committee and can elect to have other persons attend particular meetings should it be required <p>Committee members will cease to be a member of the MEMPC if they:</p> <ul style="list-style-type: none"> • Resign from the committee • End employment with the agency they represent <p>Members</p> <ul style="list-style-type: none"> • Moreland City Council representatives <ul style="list-style-type: none"> ◦ Municipal Emergency Resource Officer (Committee Chair) and deputy ◦ Municipal Recovery Manager (Deputy Chair) and deputy ◦ Municipal Fire Prevention Officer or deputy ◦ Emergency Management Planning Officer • Northern District Metropolitan Fire Brigade representative • VicSES Local and Regional representatives • Victoria Police Municipal Emergency Response Coordinator and deputy • Ambulance Victoria representative • Department of Health & Human Services representative • Red Cross Australia representative • Council of Churches representative • Vic Roads representative • Merri Health Service representative <p>The MERO and the MRM are Chair and deputy chair respectfully. In the absence of the chair and deputy chair the deputy MERO will be the chair.</p>
Quorum	<p>A quorum of members must be present before a meeting can proceed. At least 5 of member agencies and (2) Council representatives.</p>

Invited guests	Persons may be invited to attend the meetings at the request of the Chairperson on behalf of the committee to provide advice and assistance where necessary. They have no decision-making rights and may be requested to leave the meeting at any time by the chairperson.
Decisions	Decisions will be made by a consensus of the committee members present at the meeting.
Meeting Frequency	Meetings shall be held in the second week in the months of March, May, August and November, unless special or extraordinary circumstances apply. Special or extraordinary meeting may be called if: An organisational change within an agency that may impact the function of the MEMPC occurs.
Administration Support	<p>The role of administration support will be provided through the Department of City Infrastructure from Moreland City Council.</p> <ul style="list-style-type: none"> The Executive officer for the MEMPC is the Executive Assistant to the Director of City Infrastructure or their delegate <p>The role is to:</p> <ul style="list-style-type: none"> Schedule meetings and notifying committee members. Invite specialists to attend meetings when required by the committee Prepare agendas and issue notices for meetings, and ensure all necessary documents including but not limited to agency reports, requiring discussion or comment are posted on the Moreland City Council MECC Central website. Distribute the Agenda one week prior to the meeting Take notes of proceedings and preparing minutes of meeting. Distribute the minutes to all committee members one week after the meeting. The minutes shall be checked by the MERO and accepted by committee members as a true and accurate record at the commencement of the next meeting. Distribute an attendance sheet at each meeting, review and update contact details of committee members as required and post the updated contact details on Moreland City Council MECC Central. Maintain and update the exercise register of the MEMPC from the agency reports. Monitor the MERO email inbox and distribute electronic correspondence as identified.
Functions	<p>The Emergency Management Manual Victoria sets out functions for the committee as follows:</p> <p>The MEMPC is required to prepare the MEMP, which documents response and recovery operational arrangements, and to ensure all the subjects listed in the plan outline are investigated and adequately provided for.</p> <p>The ongoing role of the committee is to review and amend the operational components of the plan.</p> <p>The Committee has also outlined the following functions:</p> <ul style="list-style-type: none"> Endorse the Municipal Emergency Management Plan Review the (CERA) mitigation and management strategies that have been determined by the committee and agreed by participating agencies that they are implemented and accountabilities that have been assigned are accepted Conduct monitoring and review activities of the MEMP by participating in exercises that test the plan and post incident operations Assist in implementing Community education, awareness and engagement processes Contribute information on the structures in place for the response to and recovery from emergencies and coordination arrangements in place for dealing with emergencies in the municipal district <p>Report on agency activities through the agency report template</p>
Sub Committees	<p>The following are sub-committees/working groups of the MEMPC:</p> <ul style="list-style-type: none"> Relief and Recovery working group And other sub committees as required
Reporting	This committee shall receive reports from the sub committees via relevant subcommittee chairs.

Review	These terms of reference shall be reviewed annually from the date of approval. They may be altered to meet the current needs of all committee members, by agreement of the majority of representatives.
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For further information contact the Municipal Emergency Resource Officer

APPENDIX B:

AMENDMENT RECORD 2011-2019

AMENDMENT NO	DATE OF ISSUE	PAGE & PARAGRAPH	AMENDED BY
Revised Plan	19 October 2011	All	Revised Plan adopted by Council 14 September 2011
Contact Directory	16 November 2011	Various	former Executive Officer
Contact Directory	30 May 2012	Various	Linda Harrison (admin for Deputy MERO)
Contact Directory	26 June 2012	Various	Rebecca Haack (Deputy MRM)
Contact Directory	23 August 2012	Various	Linda Harrison (admin for Deputy MERO)
Contact Directory	15 October 2012	Various	Rebecca Haack (Deputy MRM)
Contact Directory	14 November 2012	Various	Linda Harrison (admin for Deputy MERO)
Contact Directory	21 February 2013	Various	Linda Harrison (admin for Deputy MERO)
Revised Plan	4 March 2013	All	Deputy MERO
Revised Plan	5 March 2013	Appendix D: Emergency Relief Centres	Linda Harrison (admin for Deputy MERO)
Revised Plan	18 July 2013	All	Revised Plan adopted by Council 10 July 2013
Contact Directory	01 March 2014	Various	Maree Cilia
Revised Plan Version 3.1	3 February 2016	All	Endorsed by MEMPC and Adopted under CEO delegation by Council Samantha Sharp (MRM)
Revised Plan Version 3.2	November 2018	All	Zoe Smith with support from MEMPC

APPENDIX C:

DISTRIBUTION LIST

Not for public view.

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APPENDIX D:

CERTIFICATE OF AUDIT

Trim Link – D16/101802



Certificate of Audit

THIS IS TO CERTIFY THAT THE
MUNICIPAL EMERGENCY MANAGEMENT PLAN OF

Moreland City Council

*Has been audited in accordance with the Guidelines issued by the
Minister and has been assessed as*

"Complying with the Guidelines"


Trevor White
Chief Officer, Operations

23 March 2016
Date

APPENDIX E:

CONTACT DIRECTORY

Refer to separate Contact Directory Document Trim [D10/73633](#).

And on Crisisworks