City of Port Phillip

Municipal Emergency Management Plan

2025-28

Acknowledgement of Country

The Port Phillip Municipal Emergency Management Planning Committee respectfully acknowledges the Traditional Owners of this land, the people of the Kulin Nation. We pay our respect to their Elders, past and present. We acknowledge and uphold their continuing relationship to this land.

To find out more visit First Peoples local history and culture - City of Port Phillip

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The development of this plan was supported by ResilientCo.

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Acknowledgements

The Port Phillip Municipal Emergency Management Planning Committee acknowledges that whilst disasters affect everyone, their impact is not equal. We recognise that certain communities bear a disproportionate burden, experiencing heightened vulnerability and underrepresentation in disaster and emergency management. This includes Australia's First Peoples, women and girls, LGBTIQA+ individuals, culturally and linguistically diverse (CALD) communities, people with visible and invisible disabilities, children, young people, men, and those facing compounded challenges due to intersecting factors such as race, gender, age, and disability.

We commit to engage with and learn from all community members to leverage local knowledge and strengths to co-create and empower community-led, place-based risk reduction initiatives. We are dedicated to integrating intersectional perspectives, particularly those of marginalised individuals and communities, to enhance decision-making throughout all stages of emergency and disaster management: mitigation, planning, preparedness, response, and recovery. By fostering collaboration and resource-sharing within our community, we can build resilience and work towards a more just and equitable future.

We acknowledge the member agencies and individuals for the work and commitment in developing this plan, along with the use of the photographs in this publication.

The development of this plan was supported by ResilientCo through its DisasterSmart Program.

Contents

Foreword

The City of Port Phillip is a vibrant and diverse municipality, home to more than 100,000 people.

The City of Port Phillip Municipal Emergency Management Plan (the Plan) has been developed in line with the Emergency Management Legislation Amendment Act (2018) designed to provide greater cohesion through integrated arrangements for emergency management planning at the state, regional and municipal levels.

Through the development of the Plan, the Municipal Emergency Management Planning Committee (the Committee) undertook a process to explore municipality-specific challenges, risks and opportunities to apply a coordinated approach to managing those risks.

This Plan takes an integrated approach to the identification and management of risks within the municipality across agencies, stakeholders, and the unique communities that makeup our city. It recognises the shared responsibility between government, agencies, businesses, and community in reducing those risks.

A Gender Impact Assessment (GIA) has been conducted as part of this plan to ensure its policies and outcomes are equitable and inclusive. This assessment ensures that the plan promotes fairness, supports diverse needs, and contributes to gender equality. The findings have been integrated into the plan to maximise its positive impact on people of all genders and identities and minimize disparities.

The experience and knowledge of the committee members, partner agencies and communities within the municipality was integral in confirming the focus of the strategies and the actions to be undertaken. The Plan will be monitored, and identification of improved treatments or activities will be a key deliverable in achieving the objectives in the Plan.

Ryan Plunkett

Ryan Plunkett
Chair
Port Phillip Municipal Emergency Management Planning Committee

Above – Some members of the Port Phillip Municipal Emergency Management Planning Committee

Photo taken by Victoria Police at Station Pier Port Melbourne in June 2025

Section 1:

Introduction

1. Introduction

The aim of the City of Port Phillip Municipal Emergency Management Plan is to establish and maintain a community with a high degree of resilience and the ability to cope with emergencies that are likely to impact the City of Port Phillip. This will be achieved by risk minimisation, creating an informed and proactive community, and establishing processes and arrangements to ensure an appropriate and efficient response to, and recovery from, emergencies.

1.1.1 Assurance

A Statement of Assurance (including a checklist and certificate) has been prepared and submitted to the Southern Metropolitan Regional Emergency Management Planning Committee (REMPC) pursuant to the Emergency Management Act 2013 (S60AG).

1.1.2 Approval

The City of Port Phillip Municipal Emergency Management Plan has been prepared by the City of Port Phillip Municipal Emergency Management Committee and was approved by the Southern Metropolitan Regional Emergency Management Committee (REMPC) on the 1 August 2025.

1.1.3 Plan Review

To ensure the plan provides for a current integrated, coordinated, and comprehensive approach to emergency management and is effective, it is to be reviewed at least every three years or as required:

- Annually in full or part at each Committee meeting
- After each major event where the plan has been activated
- Where the Plan has been exercised

This complies with Section 60AN, section 6.1 of the Emergency Management Act 2013 (EM Act 2013).

The Plan was previously reviewed on:
- 26 April 2019
- 24 June 2022

Urgent updates of this Plan are permitted if there is significant risk that life or property will be endangered if the Plan is not updated (*EM Act 2013* section 60AM). Updates come into effect when published on the City of Port Phillip website.

This Plan will be reviewed not later than 30 June 2026. It is current at the time of publication and remains in effect until modified, superseded or withdrawn.

1.2 Planning Context

1.2.1 Municipal Emergency Management Functions

The *Emergency Management Legislation Amendment Act 2018* amended the *Emergency Management Act 2013* ('the *Act*') to provide for new integrated arrangements for emergency management planning in Victoria at the State, Regional and Municipal levels, starting in December 2020.

In the establishment of this plan the Committee has a role in enabling community participation in emergency preparedness, including mitigation, response and recovery activities (*Emergency Management Act 2013* section 59F(b)).

A summary of the planning reform can be found at the Emergency Management Victoria [website.](#)

1.3 This Plan

Victoria has emergency management arrangements that require and encourage agencies to work collaboratively alongside all levels of government, community and industry before, during and after emergencies. The Plan ensures the linkages across preparedness, response and recovery programs are consistent and holistic. The Plan aims to support this and achieve a consistent, effective risk-based approach for emergency management before, during and after an emergency.

In developing this Plan, the committee has reviewed and sought to align with existing legislation, frameworks and procedures including the:
- [Guidelines for preparing State, Regional and Municipal Emergency Management Plans](#)
- [Victorian Preparedness Framework](#)
- [Community Resilience Framework for Emergency Management](#)
- [Assurance Framework for Emergency Management](#)
- [National Emergency Risk Management Guidelines](#)
- [Community Emergency Risk Assessment (CERA)](#)

The Plan is risk-based and provides a holistic view of the interconnected systems and assets that make up Port Phillip's community. It highlights the interdependencies across its social, cultural, natural, built, economic and health & safety environments, and how these can enhance or diminish community resilience.

The City of Port Phillip Municipal Emergency Management Planning Committee has undertaken a robust process to determine the risks within the municipality as well as the activities required to support better integrated outcomes for emergency management, including relief and recovery.

1.4 Plan Purpose, Aim and Objectives

1.4.1 Purpose

The purpose of this plan is to ensure the safety of the local community, workers and visitors to The City of Port Phillip municipality, and to preserve lives, livelihoods and the environment in the event of a disaster affecting the region. Our priority is the preservation of human life. This plan and the associated management arrangements have been developed with a community resilience focus.

1.4.2 Aim

The aim of this plan is to outline the overarching agreed arrangements for the preparedness to, prevention or mitigation of, the response to, and the recovery from, an emergency that could occur in The City of Port Phillip in support of the community. The Plan is designed to:
- minimise the effects of
- coordinate the response to and
- ensure the recovery from

a disaster or emergency affecting the City of Port Phillip municipality.

1.4.3 Objectives

The broad objectives of this Plan are to:
- implement measures to prevent or reduce the causes or effects of emergencies to our community
- develop and administer programs that reduce the community's vulnerability to emergencies and increase its capacity for resilience and self-reliance

- manage arrangements for the utilisation and implementation of municipal resources in response, community support and recovery activities for emergencies
- manage support that may be provided to or from adjoining municipalities
- assist the affected community to recover following an emergency
- complement other local, regional and state emergency management planning arrangements.

Section 2: Municipal District Characteristics

2. Municipal District Characteristics

2.1 Community Profile

The diversity of communities is widely perceived as the greatest strength of the City of Port Phillip, both from a social and cultural standpoint. Therefore, it is important to recognise the different experiences, needs and perspectives of people during emergencies.

City of Port Phillip is characterised by its multicultural and multifaith community and facilitates the Port Phillip Multifaith Network. Demographic and socio-economic factors strongly influence an individual's vulnerability to impacts and their capacity to adapt and respond to emergencies.

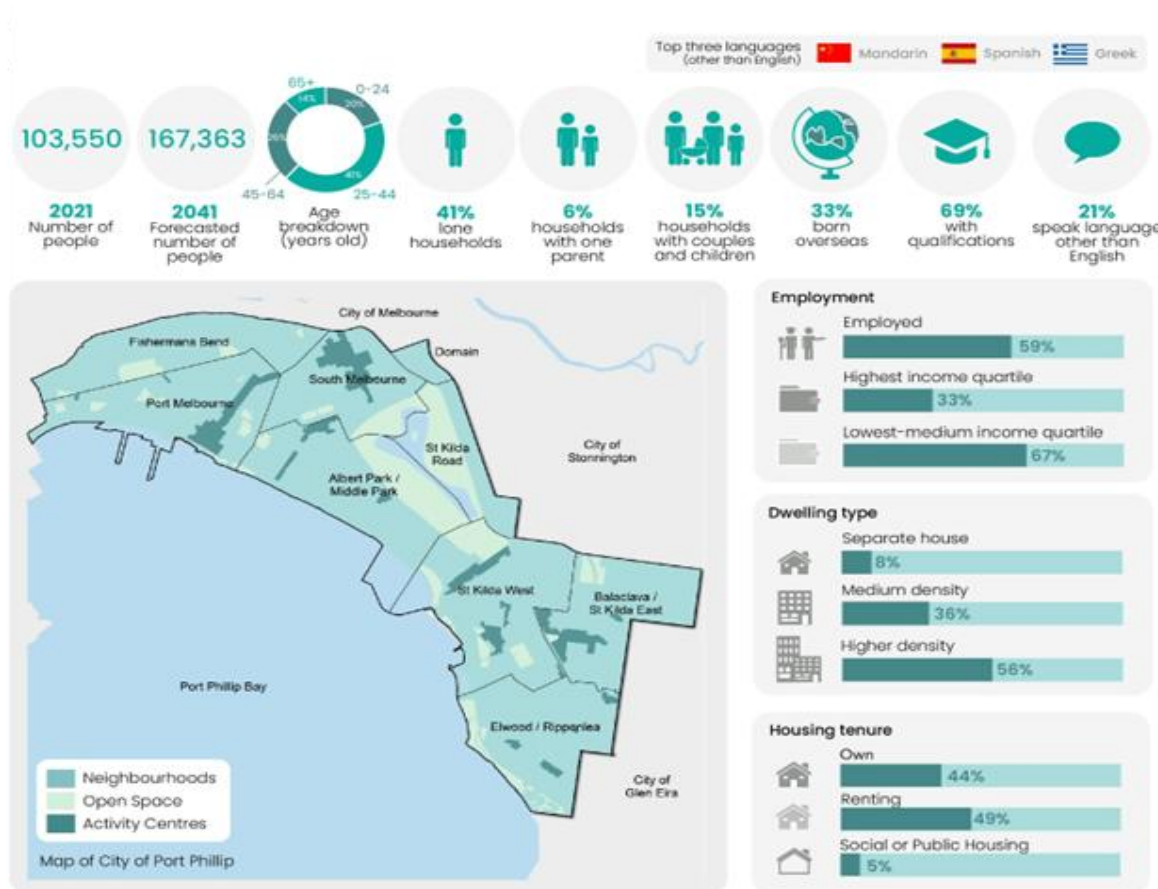For more information visit the City of Port Phillip Community Profile.

Figure 1 – City of Port Phillip Community Profile Snapshot (2021 Census Data)

2.1.1 Social Environment

The table below outlines the vulnerable groups in City of Port Phillip who may be more vulnerable to the impacts of emergencies.

Table 1 – Overview of known vulnerable groups in City of Port Phillip

Priority Communities	Sensitivity to emergencies
Older populations Approximately 13.5% of residents are above 65 years old in the City of Port Phillip.	• Age compounded by other illnesses, such as mental illnesses • Increased dependence on carers • Increased social isolation • Restricted mobility and confusion • Possible difficulty finding and accessing services • Possible unwillingness to turn on heater/air conditioner due to financial concerns • Rely heavily on non-digital forms of information • May be asset rich but income poor therefore have a lower capacity to prepare • More vulnerable during power outages
First Nations people Over the past decade, the City of Port Phillip has seen a significant increase in its First Nations population. In 2021, 511 individuals identified as Aboriginal and Torres Strait Islander, a substantial rise from 71 people in 2016.	• Experience a high degree of socio-economic marginalization • Often socially isolated • May have prior experiences of trauma • May feel culturally unsafe with authorities, services and systems • Overrepresented among people at risk of homelessness
Those experiencing housing insecurity More than 8,000 residents are living in housing stress, and 2,500 residents are on the public housing waiting list (excluding local community housing waiting lists).	• More likely to live in low quality housing • Fewer financial resources so less likely to use heating or air conditioning • Less able to change their circumstances or improve their housing situation • More reliant on social support services • An emergency event may become the tipping point for those living in insecure housing to become homeless
Those with pre-existing health conditions Approximately 28.4% of residents have reported having one or more health conditions. More than 3,500 residents have reported needing daily help.	• Higher need for assistance • Higher level of chronic health conditions • Higher dependency on medication • More likely to be socially isolated • Vulnerability increases for the elderly or with a language barrier • More likely to have lower income and inadequate housing
People with a disability It is estimated that there may be nearly 22,000 people living with disability in the City of Port Phillip.	• More vulnerable to violence, exploitation and abuse following disasters • May be at risk of being stranded at home, through less mobility and carer dependence • May be separated from assistive devices or medications

	• Women with disability have higher fatality rates and are at greater risk of sexual and gender-based violence
Single parents Approximately 5.8% of residents have reported being a single parent. Vulnerability of single parent families increases exponentially when they are a member of other vulnerable groups. 80% of lone parent families in City of Port Phillip are headed by women.	• More likely to experience financial stress due to reduced earnings • More likely to live in lower-rental housing or poor housing conditions • Possible social isolation • Likely to prioritise needs of children over themselves • Difficulty accessing support services
Gender diverse individuals Port Phillip is known to have a sizeable LGBTIQA+ population. Exact data on the number of LGBTIQA+ residents is currently not available due to gaps in Census data collection.	• Pre-existing discrimination and marginalisation • May face harassment, violence or exclusion inside ERCs • Barriers to safe and appropriate services, facilities and support • Needs are rarely acknowledged or met during emergencies
Young people Approximately 14.6% of residents are under 19 years old with 4.1% being younger than four years old.	• Dependence on adults • Disruption to education and development • Increased risk of abuse • Limited voice in decision-making • More vulnerable to emotional and psychological trauma
Culturally and linguistically diverse residents 33% of residents were born outside of Australia and 21% speak a language other than English at home. Port Phillip is home to people from 163 different identified birthplaces speaking 114 different languages and dialects.	• Possible isolation • Possible limited understanding of English and available services • Cultural sensitivities • Possible lack of close support networks • Unfamiliar with local risk and weather • Potential low levels of trust • Potential high disengagement

2.2 Cultural Environment

The City of Port Phillip is a vibrant multicultural city. This rich, cultural diversity is one of our greatest strengths and one we celebrate. The 2021 Australian Census tells us that:

- We are home to people from over 160 different birthplaces, speaking more than 120 different languages and dialects at home.
- One in three of Port Phillip's residents was born overseas. In our community, 56% of people have at least one parent who was born overseas.
- Of our residents, 21% speak a language other than English at home. Emergency related information is disseminated through the City of Port Phillip website and is available in 150 languages using the Translation and Interpreting Service. Addressing the challenges of limited internet access within communities remains crucial to ensure that individuals are well informed before, during and after emergencies. Community leaders are vital to ensuring communities have access to key information.
- 2.5% of female residents, compared to 1.8% of male residents, have low English proficiency in City of Port Phillip. This means there are more women in the community with low English proficiency creating barriers to accessing information and services.

2.2.1 Multifaith Communities

The City of Port Phillip is a vibrant, multicultural community that celebrates its rich cultural diversity and commitment to inclusion. Integral to fostering this inclusivity is the Port Phillip Multifaith Network, which brings together representatives and leaders from a wide array of religious and faith groups within the city. The network convenes bi-monthly to promote interfaith dialogue, address social inequities, and encourage mutual respect among diverse communities. Through events such as Welcoming Week and the International Day of Peace, the network provides opportunities for residents to engage in shared experiences that celebrate spirituality, belonging, and harmony. For more information on the Multifaith Network see here.

The City of Port Phillip is home to a vibrant and diverse Jewish community, with a rich history dating back to the late 1800s. This community is supported by a range of organizations dedicated to cultural, social, and spiritual well-being. The Adass Israel Synagogue, located in Ripponlea, serves as a cornerstone of the local Jewish community. Recently, the synagogue received federal funding commitments to ensure its continued role in fostering spiritual growth, cultural celebration, and communal support.

2.3 Economic Environment

The City of Port Phillip, located just south of Melbourne's CBD along Port Phillip Bay, has a higher proportion of high-income households (31.0%) and fewer low-income households (16.8%) compared to Greater Melbourne. While the area boasts a low unemployment rate of 4.5% and strong full-time employment, there are areas of socioeconomic disadvantage, particularly around social housing, which makes up 6.5% of all dwellings. The municipality features a dynamic economy with strengths in the creative industries, professional services, health care, and construction, supported by significant population growth and a thriving multicultural community. Retail, tourism, and manufacturing—especially in Port Melbourne and South Melbourne—also contribute significantly to local employment.

However, Port Phillip faces growing economic and financial pressures. Rising commercial rents, reduced government funding, and increasing compliance burdens are straining smaller businesses and local services. The transition of Fishermans Bend to a mixed-use community will have a significant impact on the number and type of businesses and jobs in that area. People can expect to spend more time travelling to work outside of the City.

The City of Port Phillip Spatial Economic and Employment Framework provides an overview of the municipal economy, its influences and challenges and outlines strategic directions to support economic growth and prosperity over the coming years.

2.4 Natural Environment

 The landscape character of the bay side settlements around Port Phillip Bay represents both environmentally and culturally significant landscapes. The City of Port Phillip faces several key topography-related climate risks due to its coastal location, low-lying land, and urban density:

- **Flood Risk**: Large areas of Port Phillip are built on flat, low-lying land with limited natural drainage, making the municipality particularly susceptible to flash flooding during intense rainfall events. Ageing stormwater infrastructure in some parts of the city further compounds this risk, especially in highly urbanised areas such as St Kilda and South Melbourne.

- **Sea Inundation**: With much of the municipality situated along the coastline of Port Phillip Bay, sea level rise presents a serious long-term threat. Coastal erosion, tidal surges, and permanent sea inundation risk critical public assets, infrastructure, and residential areas, particularly in foreshore suburbs like Elwood and Port Melbourne.

- **Extreme Heat**: The dense urban landscape, combined with limited vegetation in some neighbourhoods, contributes to the urban heat island effect, amplifying temperatures during heatwaves. Vulnerable populations—including the elderly, people with health conditions, and those living in public housing—are at greatest risk, particularly in areas with insufficient shade or access to cool spaces.

2.5 Built Environment

Major features of the city include extensive waterfront areas along Port Phillip Bay such as Elwood Beach, St Kilda Pier, and Albert Park.

Overall, there is a high essential service dependency with high-risk infrastructure that are essential for the economy, public health and security. These are exacerbated by extreme events and climate change impacts more broadly. The makeup of the built environment therefore renders Port Phillip highly sensitive to the urban heat island effect, especially impacting vulnerable community members such as the elderly, those living in high-rise buildings, and those with pre-existing medical conditions.
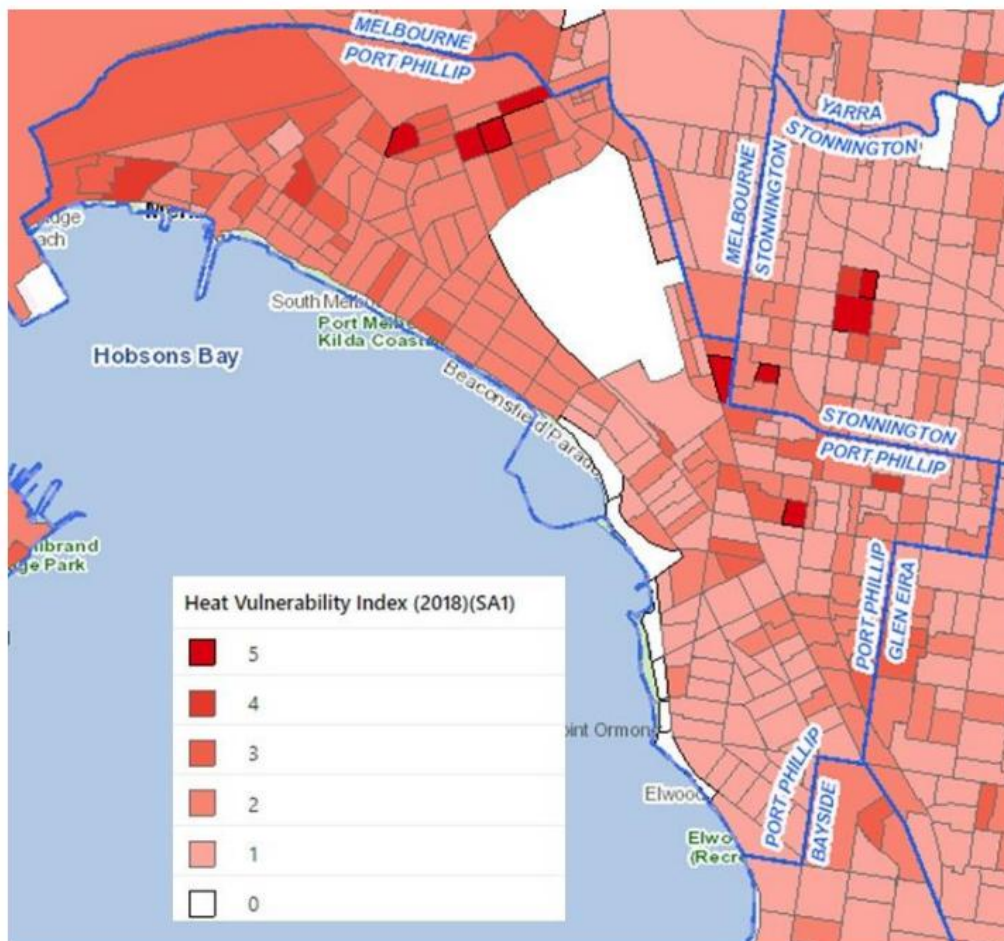
Figure 2 – Heat Vulnerability Index in City of Port Phillip, 2018 SA1 level. 5= higher vulnerability, 0= lower vulnerability (Source: Department of Transport and Planning)

2.5.1 Transportation Networks

The City of Port Phillip municipality has over 1500 municipal roads and is served by the West Gate Freeway at the north border. The major roads in the City of Port Phillip include:

- **St Kilda Road** — a key arterial route connecting the Melbourne CBD to the southern suburbs.
- **Dandenong Road (Princes Highway)** — runs through the northern part of Port Phillip, linking the city to eastern and southeastern suburbs.
- **Nepean Highway** — a major north-south route running along the eastern edge of Port Phillip, connecting Melbourne to the southern coastal suburbs.
- **Beaconsfield Parade** — a scenic coastal road running along Port Phillip Bay, connecting St Kilda, Elwood, and Brighton.
- **Bay Street and Fitzroy Street** — important local roads in St Kilda that serve as commercial and entertainment precincts.

These roads are vital for commuter traffic, access to local amenities, and connecting the municipality to greater Melbourne and are managed by the Department of Transport and Planning (Map of DTP Managed Roads).

Several roads in Port Phillip face flooding risks due to their low-lying locations. York Street in South Melbourne floods during heavy rains, while Gladstone Street is prone to flooding at high tide from seawater backing up the drains. In Elwood, Foam and Wave Streets also experience occasional flooding from stormwater overflow and proximity to the bay, impacting traffic and access. These risks highlight the need for improved drainage and infrastructure management.

Station Pier in Port Melbourne is Victoria's main cruise terminal, welcoming over 400,000 passengers yearly and contributing significantly to the economy. Its low-lying coastal location makes it vulnerable to flooding and sea-level rise, while aging facilities require upgrades to improve visitor experience and resilience.

The Montague Street Bridge is a State Government owned and managed tram crossing bridge in South Melbourne, with one of the lowest clearance heights in Melbourne of just three metres. Frequent accidents trigger regular emergency services callouts and repairs to the bridge after each collision. This creates traffic delays along the highly trafficked route. The Victorian State Government has set up 26 signs in the lead-up to the bridge on either side, warning of its low height.

2.5.2 Essential Infrastructure

Essential infrastructure includes those physical facilities, supply chains, systems, assets, information technologies and communication networks which, if destroyed, degraded or rendered unavailable for an extended period, would significantly impact on the social or economic wellbeing of the community.

The Committee considers the reliance on essential infrastructure within its planning and highlights the need to continually protect and strengthen its resilience as well as build redundancies and resilience of communities for when essential infrastructure sectors are disrupted. Further information on essential infrastructure within the City of Port Phillip municipality can be found in the Southern Metro Region Environmental Scan Report.
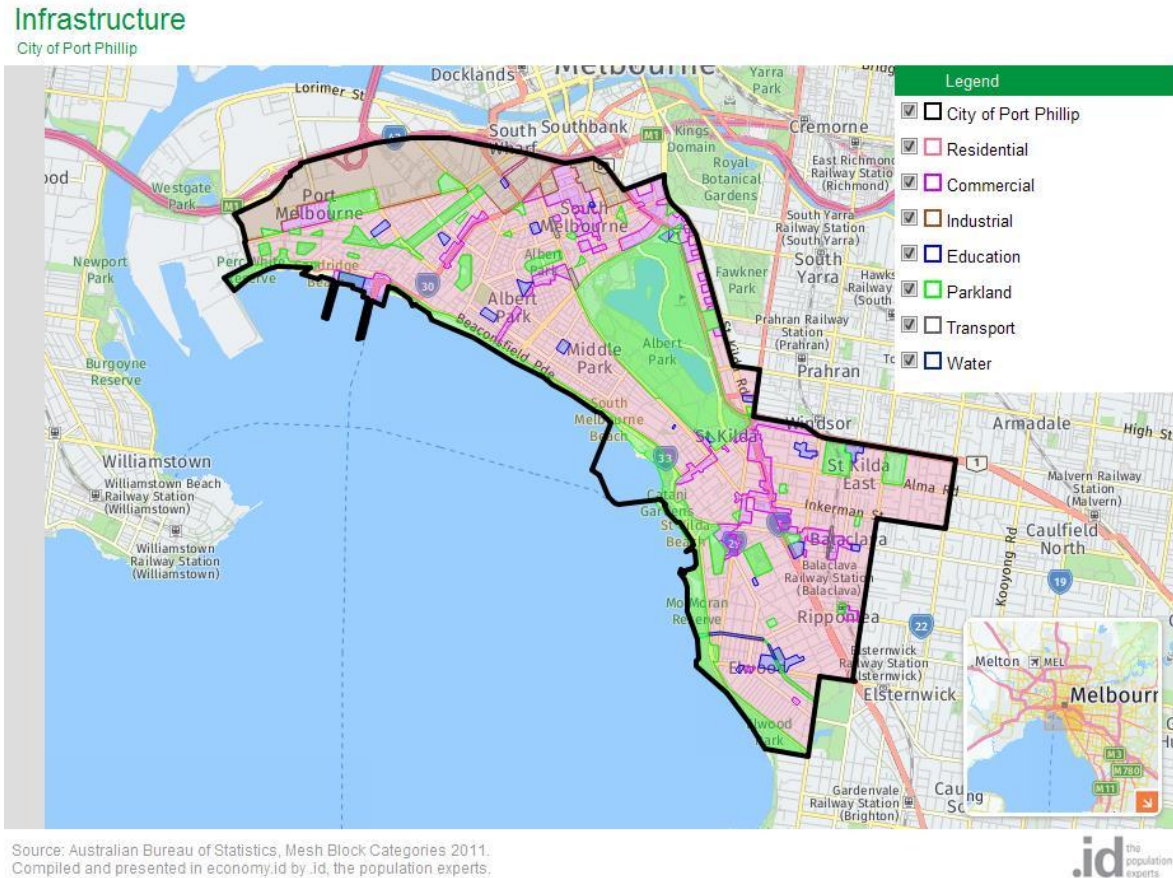

Figure 3 – Land use breakdown.

2.6 Climate Projections

Climate change presents an increasing challenge for communities across Australia as well as the greatest threat to public health. The City of Port Phillip is affected by the impacts of increasingly frequent extreme weather events with the major climate risks being heatwaves, floods and sea level rise.

As we look to 2050, we know that the world will be different. The physical environment will be more unpredictable with extreme events becoming more frequent, technology will continue to rapidly evolve, and our urban environment will be more dynamic as information always becomes more readily available. Similarly, public places and spaces will significantly change and evolve as residential and mixed-use development continues and density increases. Significant population growth is expected over the next 40 years, particularly in high-density urban areas such as the City of Port Phillip, which is already Victoria's most densely populated municipality.

Climate change is expected to exacerbate social and economic inequality by disproportionately impacting vulnerable populations, including those in low-income or socially isolated communities. It will also place increasing pressure on the natural environment and built infrastructure, with rising temperatures, storm surges, and flooding threatening coastal assets, public health, and essential services.

2.7 Events and Festivals

Port Phillip is renowned for hosting iconic events which draw thousands of spectators and tourists to the City. A mass gathering can be a planned or spontaneous event where the number of people (at least >1000 persons) attending may strain the planning and response resources of emergency services, community, and City of Port Phillip hosting the event. The Australian Formula One Grand Prix, St Kilda Festival, Midsumma Pride March, and other major sporting, religious, and cultural events are all considered examples of a mass gathering. Mass gatherings can be both planned and unplanned (spontaneous) and can be a symptom of, and a form of, protest of major socio-political problems, a melee resulting from opposed groups. The severity of the event coincides with public expression(s) and elements of displeasure that ultimately impacts the day today running and/or safety of the local community.

2.8 History of Major Emergencies

Below is a summary of the events that have occurred in the recent history, dating back to 2020, which have activated the Plan, and in turn activated coordination by the Committee and/or the Southern Metro REMPC. While some of the risks recognised in the CERA are not listed in the table below, they remain a potential risk.

DATE	HAZARD TYPE	INCIDENT DESCRIPTION
11–13 March 2025	Heatwave	Severe heatwave; Activation of Heatwave Sub Plan
1–4 February 2025	Heatwave	Severe heatwave; Activation of Heatwave Sub Plan
6 December 2024	War-Like Act	Terrorism Attack; Firebombing of the Adass Israel Synagogue of Melbourne, Ripponlea
9–11 March 2024	Heatwave	Severe heatwave; Activation of Heatwave Sub Plan
25 February 2024	Storm	Moderate storm damage; Multiple trees down across municipality; Power outages
5–10 January 2023	Oil Spill	Oil spill into Elwood Canal and Port Phillip Bay

13 October 2022	Flood	Moderate flooding experienced across many parts of the municipality
22 September 2021	Earthquake	Earthquake measuring 5.9 on the magnitude scale; Minor building damage caused
9 June 2021	Storm	Moderate storm damage; Multiple trees down across municipality; Power outages
6 May 2021	Fire	Factory fire in South Melbourne
4 March 2020	Pandemic	Coronavirus-19 Pandemic; Activation of Pandemic Sub Plan

Table 2 – Major emergency incidents which activated the Plan in past five years

Note: This list is updated following the occurrence of major emergencies.

This list does not detail minor to moderate scale emergencies whereby emergency services activated the MEMO and MRM. These events are considered 'business as usual' for agencies of the Committee.

Section 3:

Planning Arrangements

3. Planning Arrangements

3.1 Victoria's Emergency Management Planning Framework

This Plan supports holistic and coordinated emergency management arrangements within the region. It is consistent, contextualises and should be read in conjunction with the State Emergency Management Plan (SEMP) and Southern Metropolitan Regional Emergency Management Plan (REMP). This Plan does not conflict with or duplicate other in-force emergency management plans that exist.

Planning arrangements make available the ability for communities to undertake their own localised planning and connect their plans into the Victoria's emergency management planning framework.
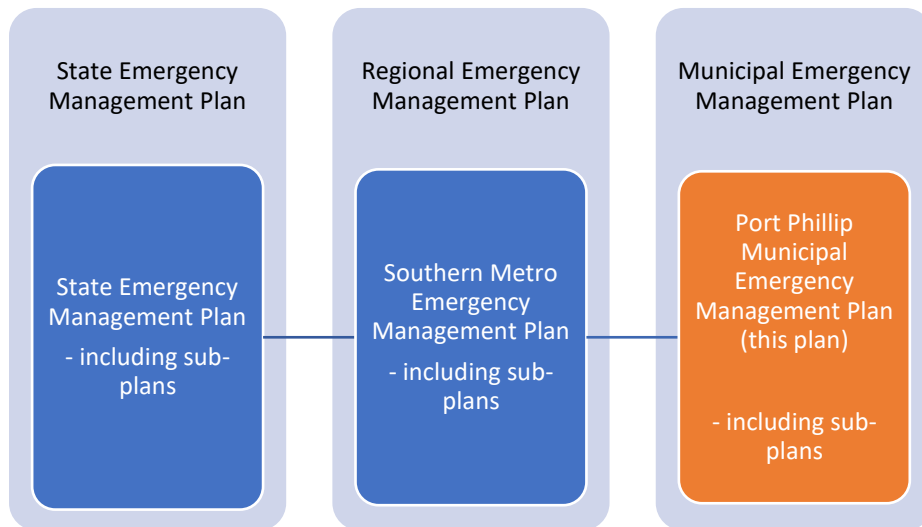
Figure 4 – Plan Hierarchy.

3.2 The Municipal Emergency Management Planning Committee (MEMPC)

The Committee has been established under Sections 59 and 59F of the *The Act*. It functions as a multi-agency collaboration group comprising members with diverse organisational, industrial and personal expertise. The primary goal is to create a comprehensive emergency management plan for the municipality.

The Committee promotes shared responsibility by mandating relevant agencies' participation in the planning process and directly reports to the Southern Metropolitan Regional Emergency Management Planning Committee (REMPC). It has the power to include additional representatives as per its Terms of Reference and the Act. The Committee is authorised to form working groups and sub-committees to support plan development or engage in activities aligned with the plan's objectives.

Appendix H contains further information on the Committee Terms of Reference.

3.3 Embedding gender-sensitive approaches into municipal emergency management planning

Gender significantly influences the roles and experiences of communities in emergency preparedness, planning, response, and recovery. Gender roles are often more stereotypical in the aftermath of an emergency

and often revert to traditional roles. This can be limiting and harmful for people of all genders and reduce capacity for community response and recovery.

To strengthen the integration of a gender-sensitive approach in municipal emergency management planning, the Committee has considered the demographics and characteristics of local communities and engaged community leaders to represent a diverse range of groups. Throughout the planning process, the Committee has proactively sought opportunities to include women and individuals of diverse gender and sexual identities to ensure equitable participation.

More information on the National Gender and Emergency Management Guidelines can be found here.

3.4 Gender Impact Assessment

With climate-related disasters increasing in frequency and intensity, it is critical to understand the impact of gendered roles and expectations in disasters and the likely increase in family violence. Emergency management is not gender neutral, and the way we prepare for, respond to and recover from emergencies is shaped by physical and socioeconomic dimensions of gender.

To consider this in the Plan, City of Port Phillip, as Chair of the Committee, has undertaken a Gender Impact Assessment (GIA) as part of the 2025 review and update. The GIA considers the different needs, experiences and realities of men, women and gender diverse people during and after disasters and the impacts of gendered roles in this context.

City of Port Phillip recognises that the risk and incidence of family violence increases significantly during and after an emergency. Emergency Relief Centre staff can play a vital role in preventing and reducing the impact of family violence during emergencies.

Family violence can affect anyone in our community, regardless of gender, age, socio- economic status, sexuality, culture, ethnicity or religion. During an emergency, many factors can increase the risk of family violence, including homelessness, financial stress, unemployment, drug and alcohol abuse, and trauma. None of these factors cause family violence, nor are they an excuse.

Family violence is driven by gender inequity, gender stereotypes and a culture of excusing violence. During emergencies, it is common for people to lapse into traditional gender roles of men as the protectors and women as protected. This is damaging to both genders, and the Integrated MEMP Committee is committed to promoting the involvement of both men and women in all aspects of the response and recovery phase.

See Appendix F for a summary of the findings from the Gender Impact Assessment completed in June 2025.

Section 4:

Risk Management

4. Risk Management

The established international and Australian risk management standard *AS ISO 31000:2018 Risk management - Guidelines (ISO 31000:2018),* supported by a range of supplementary materials (including the National Emergency Risk Assessment Guidelines (NERAG) 2020), provide risk managers with principles and general guidance to be considered when developing risk management frameworks and programs. The risk management process underpins all emergency management planning, including this Plan.

The committee follows the following process in managing its emergency risk management process:
- establishing the scope, context and criteria
- Risk assessment
    - risk identification
    - risk analysis
    - risk evaluation
- risk treatment
- monitoring and review
- communication and Consultation
- recording and reporting.

4.1 Hazard, Exposure, Vulnerability and Resilience

The Committee in conducting its emergency risk management process has considered:

- a broad range of hazards from across the municipal district,
- the exposure of these hazards to people, property, systems, or other elements that are subject to potential losses,
- the vulnerability of the characteristics and circumstances of a community, system or asset that make it susceptible to the damaging effects of the hazard, and
- the level of resilience which can be defined as the capacity of individuals, communities, institutions, businesses and systems to survive, adapt and thrive no matter what kind of chronic stress and acute shocks they experience.

4.2 Risk Assessment

The Committee recognises it has a key role in undertaking a risk assessment process through identifying potential hazards and their associated risks, including current and future treatments that reduce the risk or minimise the effects of emergencies.

The Community Emergency Risk Assessment (CERA) process:
- Identified the risks that pose the most significant threat to community.
- Assisted in Identifying, describing and understanding the exposure and vulnerability of key community assets, values and functions essential to the normal functioning of the community.
- Discuss and understand the consequences and likelihood, causes and impacts for each risk.
- Identify opportunities for improvement to prevention, control, mitigation measures and collaboration.
- Inform emergency management planning.

The CERA process was enhanced through a series of risk assessment workshops undertaken by the Committee in April 2025, based on the National Emergency Risk Assessment Guidelines (NERAG) 2020.

The outcome of the workshops was the identification of a list of prioritised risks, relevant to Port Phillip, as described in the Risk Summary table (Table 3). The risk rating is relevant to the municipality in line with the mitigation activities in place.

The committee also undertook an additional review of risks in the preparation for the development of this Plan.

4.3 Risk Summary Table

Hazard	HAZARD DESCRIPTION	Risk Rating	Control Agency
STORM AND FLOOD	Storms in this context may include windstorms, dust storms, tornados, heavy rain leading to flash flooding, storm surge and landslip.	High	Victoria State Emergency Services
EXTREME TEMPERATURES (HEAT AND COLD)	A heatwave is when the maximum and minimum temperature are unusually hot over 3 days compared to the local climate and past weather.	High	Emergency Management Commissioner
HUMAN DISEASE (PANDEMIC)	A pandemic is a significant hazard to all people in Victoria, given everyone will have little or no pre-existing immunity to the virus.	High	Department of Health
FIRE (RESIDENTIAL AND COMMERCIAL)	Fires in this hazard classification may result in residents, business owners and/or employees being evacuated and displaced from a short period to a protracted period.	Medium	Fire Rescue Victoria
A WARLIKE ACT (BOMB THREAT, ACT OF TERRORISM, HIJACK, SIEGE OR RIOT)	Acts of terrorism include bomb, active armed offender, siege, chemical, biological, radiological, nuclear, hostile vehicle, riot, cyber-attack and violent extremist incidents.	Medium	Victoria Police
ESSENTIAL SERVICES DISRUPTION	A sustained loss of utility for a period that is widespread and impacts multiple properties. Protracted disruption to lifelines could result in stress and disruption to the community.	Medium	Department of Energy, Environment and Climate Action
MASS GATHERING EVENTS	A mass gathering can be a planned or spontaneous event where the number of people (at least >1000 persons) attending may strain the planning and response resources of emergency services, community, and City of Port Phillip hosting the event.	Low	Victoria Police

Table 3 – Risk Summary Table

Note: The above are residual risk ratings, which considers planning and processes by relevant agencies and organisations, who are either part of or not part of the Committee, to mitigate and reduce the overall inherent risks.

The above emergency risks were identified as part of the City of Port Phillip's Community Emergency Risk Assessment (CERA) process. More detailed information on each hazard can be found in Appendix D.

Section 5:

Mitigation Arrangements

5. Mitigation Arrangements

5.1 Introduction

Mitigation activities, taken in advance of a disaster, aim to decrease or eliminate the disaster's impact on society and the environment (National Emergency Risk Assessment Guidelines (NERAG) 2020).

This Plan recognises that mitigation activities occur across a broad range of organisations, including business and industry. Government & non-government organisations, commercial enterprises and community members are all expected to maintain mitigation measures within their areas of responsibility. Examples include:
- Private businesses prepare business continuity plans
- Aged care and health facilities have emergency management plans
- Farmers have appropriate fire management measures in place
- Landholders and fire agencies conduct fuel reduction programs to mitigate fire risk
- City of Port Phillip implements relevant planning, prevention and mitigation measures within its authority, responsibility and policies
- Community members have personal emergency plans
- Organisations and individuals have appropriate levels of insurance

5.2 Risk Treatment Plans

Proactive risk treatment plans and actions help reduce risk, creating safer and more resilient communities. Whilst many treatment plans are developed at the National, State and Regional levels, this Plan highlights those that are significant at the municipal and local community levels.

5.2.1 Sub-Plans

The Committee has capacity to establish sub-committees to develop sub-plans where the consequences are likely to be significant. Hazard-specific sub plans have been developed which contain mitigation, response and or recovery arrangements specific to that risk, for example the Storm (Flood) Plan.

More information on the City of Port Phillip's Sub Plans can be found in Appendix C.

5.2.2 Complementary Plans

Complementary plans are prepared by industry/sectors or agencies for emergencies. They are often prepared under other legislation, governance or statutory requirements for a specific purpose. These plans are often developed and informed by the member agencies of the Committee, however complementary plans do not form part of this Plan and are not subject to approval, consultation and other requirements under the *Emergency Management Act 2013.*

A list of complementary plans that have significance in Port Phillip is included in Appendix C.

Community level treatments through agencies

Agency led treatments include:
- *Fire Planning Workshops (FRV)*
- The VICSES website provides an overview of flooding within the municipality.

5.3 Community Planning and Resilience

There is a limit to the capacity of agencies and emergency planning to effectively mitigate all risk. It is therefore important that everyone that lives, works and plays in Port Phillip consider the risks and work to build resilience.

Community understanding of individual, family and neighbourhood risks, and participation in risk management is integral. Resilient communities have high levels of social cohesion and social capital founded on core characteristics. Our experience has shown that embedding outcomes linked to these characteristics supports communities to have strong coping capacity to prepare for and bounce back from disasters.

Communities know their challenges better than anyone. By helping them access the right skills, connections, resources and support, they have the greatest chance at withstanding and adapting to disruptions like natural hazards and societal stresses over the long term.

More resilient communities:

- are mindful of the risks that may impact them, and their vulnerabilities
- use their abilities, experience and resources to prepare for, and manage the consequences of emergencies
- work together to support emergency service organisations before, during and after emergencies

The Committee's role is to support communities in building individual and collective capacity and resilience. In developing this Plan, the Committee has been cognisant of ensuring that communities can access relevant information to assist in building knowledge and, therefore, help inform their own planning and preparation. The Plan recognises that the pre-existing social, economic, and political inequalities can increase the risk for certain groups and is actively working to reduce those inequalities as part of mitigation efforts. Special consideration has been given to women, children, people of diverse gender identities and vulnerable population groups, who may have less access to resources and support systems.

There is a permanent community representative position on the Committee to help with a community focus. Additional community representatives have also assisted in the development of this Plan, providing input from community groups through workshops conducted in collaboration with the Committee.

Section 6:

Response Arrangements

6. Response Arrangements (including Relief)

6.1 Introduction

The following section outlines the arrangements in place for the activation and implementation of response activities for emergency events impacting in The City of Port Phillip, including regional collaborative arrangements to facilitate an effective response to emergency events that impact an area larger than the municipality.

6.2 Command, Control, Coordination

Command, Control and Coordination are traditional mechanisms in emergency and incident management in Victoria, and Emergency Management systems have been built on these over the past several years. The response arrangements (including relief) for this Plan are focused on these and other mechanisms.

Victoria Police is responsible for the coordination function at the regional and municipal tiers, whilst the Emergency Management Commissioner is responsible for response coordination at the state tier for Class 1 and 2 supported by the Senior Police Liaison Officer as outlined in the State Emergency Management Plan (SEMP).

6.3 Local response arrangements and responsible agencies

This section details emergency management agency roles and responsibilities for: Mitigation, Response (including Relief), and Recovery that are relevant for municipal level planning. It also maps agency roles for core capabilities and critical tasks under the Victorian Preparedness Framework for the management of major emergencies.

Municipal level roles and responsibilities are outlined in the State Emergency Management Plan (SEMP):
- SEMP Table 8 lists mitigation activities and agencies for managing Victoria's significant emergency risks, by emergency.
- SEMP Table 9 lists response control agencies. The control agency is the primary agency responsible for responding to the specified emergency. Where multiple control agencies are listed for the same emergency type in the table, the control agency responsibility is delineated through legislation or administrative arrangements.
- SEMP Table 10 lists response support agencies by functional area.

The roles and responsibilities outlined in this plan are contained in either the State Emergency Management Plan and/or the Southern Metropolitan Regional Emergency Management Plan. As such no additional Roles and Responsibilities have been identified at a Municipal level.

6.3.1 Public Awareness, Information and Warnings

Public information and warnings should be a focus where community action is necessary, primarily to protect lives, and for the protection of property and the environment.

The Control Agency has the responsibility to issue warnings to potentially affected communities, and other agencies.

Information will be disseminated using a range of mechanisms including:

- Vic Emergency website, App, information line and social media channels
- Emergency broadcasters (Particularly ABC 774 and local providers)

- Television news and media outlets
- [City of Port Phillip](#) website and social media channels

Communications during emergencies will be tailored to ensure information is accessible and relevant to people of all genders, backgrounds and identities, considering different literacy levels, access to technology, cultural expectations, and caregiving roles. Special considerations will be given to warn persons with a disability and/or non-English speaking groups. In the case where information or communication is required with persons unable to speak English, an interpreter service such as the Telephone Interpreter Service may be able to assist.

6.4 Municipal Emergency Coordination

Incident management and control within the City of Port Phillip will be set up and activated by the control agency at a pre-determined Incident Control Centre. In some cases, it may be initially set up from a police station or predetermined municipal facility.

The Emergency Management Team communicates through this Incident Control Centre when an alert is issued. The team comprises the Municipal Emergency Response Coordinator (MERC), Control Agencies, and the Municipal Emergency Management Officer (MEMO). The main role and function of the team is to assess agency readiness, which includes their capacity for deployment and determine the extent of resources available locally.

The nearest Incident Control Centre for the City of Port Phillip is located at the branch of Fire Rescue Victoria, located at 450 Burnley Street, Richmond 3121.

6.4.1 Municipal Emergency Coordination Centre (MECC)

The Municipal Emergency Coordination Centre (MECC) is established by the City of Port Phillip MEMO in the response phase of an emergency. Its main function is to coordinate municipal resources in response to the emergency event.

The City of Port Phillip's MECC location is at the Ground Floor Training Room at St Kilda Town Hall, 99a Carlisle Street St Kilda 3182. There is back-up generator power available to this facility.

The choice of a MECC to be used will be the decision of the MEMO. The MECC can operate in either a virtual or physical state. The key software utilised in the activation of the MECC during an event is Crisisworks (see below).

6.4.2 Emergency Relief Centres (ERC)

As defined in the State Emergency Management Plan, City of Port Phillip is the lead agency for local emergency relief and recovery. Agencies with regional recovery responsibilities are listed in the SEMP.

An Emergency Relief Centre (ERC) is a building or place that has been activated to support people affected by, or responding to, an emergency event, to cope with the immediate needs of those impacted by the emergency.

The City of Port Phillip has developed a complimentary ERC Procedure Guide. Within this guide, designated buildings are listed to act as Relief Centres when deemed required.

The City of Port Phillip MERC will consult with the Municipal Recovery Manager (MRM) / MEMO or that of another Municipality MERC and their MEMO / MRM before deciding to activate an ERC. Emergency relief can also be provided at the site of the emergency.

In the event of an emergency, the City of Port Phillip has arrangements in place to utilise staff and facilities from outside the municipality where appropriate.

The Plan recognises that women, men, children, young people, and people of diverse genders, cultures, faith and abilities may experience emergencies differently, especially within an ERC. To account for these different needs and experiences, the City of Port Phillip has considered the needs of all people in its ERC Procedure Guide.

6.5 Financial Considerations

As described in the SEMP all agencies are responsible for all costs incurred in fulfilling their role and responsibilities.

The use of municipal resources in emergencies must be authorised by the MEMO or the MRM and be in accordance with the normal financial arrangements of the City of Port Phillip. An account number for emergencies should be allocated, with a work order number created for each emergency.

In instances where certain financial thresholds are met the State and Commonwealth Governments will make funding available through the Disaster Recovery Funding Arrangements to cover costs for response (inc. relief) and recovery activities. These schemes are administered by Emergency Recovery Victoria on behalf of the Department of Justice and Community Safety.

6.6 Membership of cross-boundary planning committees

Planning for emergencies at the regional level, through the City of Port Phillip's participation in the Southern Metropolitan Regional Emergency Management Planning Committee, is an important way to manage emergency events that cross multiple municipal boundaries. Many emergencies cross municipal boundaries, requiring response (including relief) and recovery activities from multiple municipalities. When this occurs, the Regional Emergency Response Coordinator (RERC) will liaise with the Regional Controller to determine the impact on the relevant councils and what level of support is required.

The Southern Metropolitan Regional Emergency Management Plan seeks to build safer and more resilient communities through dynamic engagement and connectedness with the individuals, groups and broader society that make up the Southern Metropolitan region.

The City of Port Phillip is also part of the Southern Metro Region Municipal Emergency Management Enhancement Group (SMR MEMEG), which consists of the following ten councils:

Southern Metropolitan Region Emergency Management Collaboration	
Bayside	Greater Dandenong
Cardinia	Kingston
Casey	Mornington Peninsula
Frankston	Port Phillip
Glen Eira	Stonnington

Table 5 – Members of the Southern Metro Region Municipal Emergency Management Enhancement Group (SMR MEMEG)

6.7 Resource sharing protocols

The Municipal Association of Victoria (MAV) sets out an agreed position between councils regarding the provision of resources to assist other municipalities with response and recovery tasks during and after emergencies. The City of Port Phillip is invested to the protocol via a strong financial commitment.

The protocol is consistent with the concepts and policy guidelines articulated in the *Emergency Management Act 2013* and the State Emergency Management Plan. Further information on the protocol for inter-council resource sharing can be found on MAV's website. Version 3 of the protocol came into effect in October 2023.

Assistance may be sought from other councils in the Southern Metro Region through the Collaboration's MOU.

6.8 Debriefing arrangements

The control agency is responsible for conducting an operational debrief. The MERC is responsible for ensuring the control agency organises the debrief. A debrief is expected to take place as soon as practicable after an emergency and all agencies who participated should be represented with a view to assessing the adequacy of the plan and to recommend any changes. It may also be appropriate to conduct a separate recovery debrief to address recovery issues. This may be convened and chaired by the MRM. Special considerations will be made to document the gender-specific issues and insights, along with any cultural and religious factors that may emerge, such as access to the ERCs and barriers to receiving support, to improve inclusivity and future emergency management plans.

6.9 Transition to Recovery

The activation process for relief and recovery staff, facilities and services are guided by the City of Port Phillip Recovery Plan, currently under development, in addition to the State Emergency Management Plan.

The MRM, in consultation with the Incident Controller and MERC will be assessing information to further determine the recovery needs of the affected community.

The response phase of an emergency is not deemed concluded until several key elements are identified. They are:

- Response handover
- Financial handover
- Response data
- Initial Impact Assessment data
- Validate information
- Municipal Emergency Coordination Centre function
- Needs Analysis completed, and
- Transition to Recovery documentation signed

Section 7:

Recovery Arrangements

7. Recovery Arrangements

7.1 Introduction

The Regional Relief and Recovery Plan records the municipal level emergency relief and recovery arrangements that may be utilised in supporting a community impacted by an emergency event.

As defined in the State Emergency Management Plan, Local Government is the lead agency for local emergency relief and recovery.

7.2 Objectives of Recovery

Recovery within the City of Port Phillip is based on managing locally, closest to the community and with the ability to scale up to deal with more widespread and complex issues and support needs. This recognises the importance of non-government organisations, community groups, businesses and others, in supporting the recovery process within the City of Port Phillip. Further details on the objectives of Recovery, including context around events and communities, can be found in the Emergency Management Victoria's Resilient Recovery Strategy (2018).

7.3 Activation of Recovery

The MRM will be requested for recovery services by one of the

- MEMO (City of Port Phillip)
- Regional Recovery Coordinator (ERV) – for a regional emergency

The MRM will manage recovery process within City of Port Phillip, although this may be escalated to Emergency Recovery Victoria at the regional level, if required.

7.4 Management structure

At the municipal level, the focus of recovery planning and management is on the impacted community. Within the emergency planning responsibilities, local arrangements incorporate recovery planning to deliver a range of services. These arrangements should provide for the co-ordination of local agency activities.

7.4.1 Structure and categories of recovery environment functional areas

The following diagram (Figure 6) represents the structure and categories of sub committees (working groups) from the designated recovery environment functional areas.

The five environments and their functional areas as described in the SEMP can be adapted to meet the needs of people and communities affected, such as consideration for Aboriginal Culture and Healing.
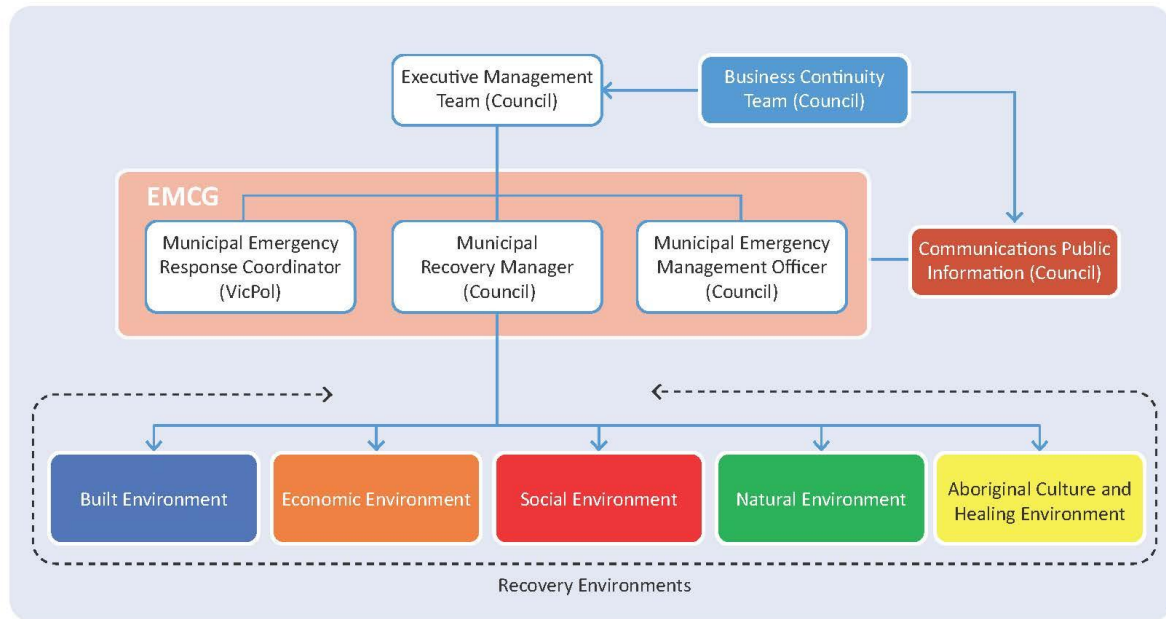
Figure 6 – City of Port Phillip Community Recovery arrangements - structure chart.

7.4.2 Municipal Recovery Committee

Composition of recovery service team

The recovery service teams (as identified above in Figure 6) include representatives of key organisations involved in the recovery process. Both infrastructure and human service agencies are represented.

<u>Roles</u>

The roles of recovery service teams include:
- Prepare and maintain a recovery service Operational Procedures Plan.
- Meet regularly to maintain liaison between agencies, enhance understanding of agency roles, update contact arrangements and ensure the currency of local arrangements.
- Review sub-committee membership in consultation with MRM.
- Conduct regular familiarisation and training programs to fit into overall recovery exercise planning in consultation with MRM.
- Establish arrangements for the conduct of municipal secondary impact assessment and for collation, evaluation and use of information gathered.
- Manage the provision of recovery services at the local level.
- Identify resources to supplement local government resources, which may be exhausted by an emergency, e.g. building inspectors, environmental health officers, human services staff, etc., to ensure that an adequate recovery program is provided.
- Formalise links with regional plans and recovery agencies.
- Consider all aspects of a local community's recovery, including both the restoration of physical infrastructure and the provision of human services.
- Activate and coordinate service delivery.
- Identify responsibility for the establishment and maintenance of contact and resource listings.

The City of Port Phillip community recovery service team comprises a series of functional areas (working groups) each with a team leader.

7.5 Community Recovery Committee

Where the magnitude of the event requires community input into the recovery process one or more Community Recovery Committees may be established within the affected area.

7.5.1 Community Recovery Committee membership

The composition of the committee will vary depending on the affected area. The membership of the committee will be determined by the City of Port Phillip MRM and include community leaders and representatives such as:

- MRM and deputies.
- Councilor (local ward representatives).
- Government agencies; (ERV, Victoria Police, Fire Rescue Victoria, Ambulance Victoria, VIC SES, DFFH).
- Community groups: (Lions/Rotary Clubs, Community Health Service as required).
- Affected people: women, older persons, First Nations, people with disabilities.
- Non-government agencies: (Australian Red Cross, Salvation Army, Victorian Council of Churches Emergencies Ministry, Faith Leaders as required).
- Control Agency for the initial meetings, then Community Education from the Control Agency ongoing as required.

7.5.2 Community Recovery Committee functions

The functions of the Community Recovery Committee are as follows:

- Ensure that women, LGBTIQA+ individuals, and other underrepresented groups are invited, supported and empowered to participate fully in recovery.
- Ensure community needs and gender-specific, cultural and religious impacts are fully recognised and considered as part of recovery.
- Monitor the overall progress of the recovery process in the affected community.
- Identify community resource requirements and make recommendations to appropriate recovery agencies, municipal councils and the State's recovery management structure.
- Undertake specific recovery activities and targeted support for different needs as determined by the circumstances and the committee.

7.6 Government assistance measures

The use of municipal resources in emergencies must be authorised through the MEMO or the MRM and be in accordance with the normal financial arrangements of the City of Port Phillip. An account number for emergencies should be allocated, with a work order number created for each emergency. See the State Emergency Management Plan for further information on government assistance measures relevant to this Plan.

Section 8:

Roles and Responsibilities

8. Roles and Responsibilities

An agency that has a role or responsibility under this Plan or a Sub Plan must act in accordance with the Plan.

The State Emergency Management Plan and the Southern Metropolitan Regional Emergency Management Plan outline agreed agency roles and responsibilities, noting that existing duties, functions, power, responsibility or obligation conferred on an agency by law, licence, agreement or arrangement prevail to the extent of its inconsistency with this Plan (EM Act 2013).

Section 9:
Monitoring and Review

9. Monitoring and Review

A critical factor in emergency management is to establish ongoing processes for monitoring and review across the emergency management systems and processes.

The committee regularly undertakes a review process to improve risk assessments, analysis of lessons learned from events, changes to exposure and vulnerability, and changes in the nature (frequency and severity) of hazardous events.

Currently the review process involves a regular standing agenda item during the quarterly Committee meetings to review the Community Emergency Risk Assessment to see if any additional risks are required to be added or changed.

In addition, it is the intent of the Committee to learn through multi-agency exercises, After Action Reviews, and other appropriate forums, to learn from emergency events. This will lead to continual improvement, in accordance with the Lessons Management Framework.

Appendix G: Multi Agency Exercises details the multi-agency exercises undertaken recently, including learnings from each (if recorded).

Finally, emergency management plans and subplans, including this Plan, will be reviewed at least every three years or as required:

- Annually in full or part at each Committee meeting.
- After each major event where the plan has been activated.
- Where the Plan has been exercised.

Appendices

Appendices

Appendix A: Definitions and Acronyms

Whilst the Committee aims to minimise the number of acronyms used within this plan, the following terms and definitions are used extensively within the Emergency Management sector.

Term	Definition
AAR	After Action Review
CERA	Community Emergency Risk Assessment
DEECA	Department of Energy, Environment and Climate Action
DET	Department of Education and Training
DFFH	Department of Families, Fairness and Housing
DJSIR	Department of Jobs, Skills, Industries and Regions
DTP	Department of Transport and Planning
DTF	Department of Treasury and Finance
EM ACT 2013	Emergency Management Act 2013
EMCG	Emergency Management Coordination Group
EMT	Emergency Management Team
EMV	Emergency Management Victoria
ERV	Emergency Recovery Victoria
ERC	Emergency Relief Centre
FRV	Fire Rescue Victoria
IAP	Incident Action Plan
ICC	Incident Control Centre
IEMT	Incident Emergency Management Team
MAV	Municipal Association of Victoria
MECC	Municipal Emergency Coordination Centre
MEMO	Municipal Emergency Management Officer
MEMP	Municipal Emergency Management Plan
MEMPC	Municipal Emergency Management Planning Committee

MERC	Municipal Emergency Response Coordinator
MRM	Municipal Recovery Manager
NERAG	National Emergency Risk Assessment Guidelines
REMP	Regional Emergency Management Plan
REMPC	Regional Emergency Management Planning Committee
RERC	Regional Emergency Response Coordinator
SEMP	State Emergency Management Plan
VIC POL	Victoria Police
VIC SES	Victoria State Emergency Service

Appendix B: Useful Support Materials

Support Material	Link
Other Emergency Management Plans	
Southern Metropolitan Regional Emergency Management Plan	https://www.emv.vic.gov.au/southern-metro-regional-emergency-management-plan
Southern Metropolitan Region Environmental Scan	https://www.emv.vic.gov.au/responsibilities/emergency-management-planning/emergency-management-planning-resource-library-0/resources-links/southern-metro-environmental-scan
State Emergency Management Plan	https://files.emv.vic.gov.au/2021-05/Victorian%20State%20Emergency%20Management%20Plan%20SEMP%20_0.pdf
Legislation	
Emergency Management Legislation Amendment Act 2018	https://www.legislation.vic.gov.au/as-made/acts/emergency-management-legislation-amendment-act-2018
Emergency Management Act 2013	https://www.legislation.vic.gov.au/in-force/acts/emergency-management-act-2013/019
Guidelines & Frameworks	
National Emergency Risk Assessment Guidelines	https://www.aidr.org.au/media/7600/aidr_handbookcollection_nerag_2020-02-05_v10.pdf
AS ISO 31000:2018 Risk management - Guidelines (ISO 31000:2018),	https://www.iso.org/iso-31000-risk-management.html
Guidelines for preparing State, Regional and Municipal Emergency Management Plans	https://www.emv.vic.gov.au/responsibilities/emergency-management-planning/emergency-management-planning-resource-library-0/resources-for-all-levels-state-regional-and-municipal/guidelines-for-preparing-state-regional-and
Victorian Preparedness Framework	https://www.emv.vic.gov.au/how-we-help/emergency-management-capability-in-victoria/victorian-preparedness-framework-0
Community Resilience Framework for Emergency Management	https://www.emv.vic.gov.au/how-we-help/resilience/community-resilience-framework-for-emergency-management

Assurance Framework for Emergency Management	https://www.igem.vic.gov.au/our-work/assurance-framework-for-emergency-management
Community Emergency Risk Assessment	https://www.ses.vic.gov.au/about-us/emergency-management-training/community-emergency-risk-assessment-cera
Disaster Recovery Funding Arrangements	Disaster Recovery Funding Arrangements | vic.gov.au
Resilient Recovery Strategy (2018)	https://www.emv.vic.gov.au/how-we-help/resilient-recovery-strategy
Lessons Management Framework	https://www.emv.vic.gov.au/how-we-help/reviews-and-lessons-management/lessons-management-framework-em-learn
Community Emergency Information	
VIC SES – Port Phillip Flood Guides	https://www.ses.vic.gov.au/plan-and-stay-safe/flood-guides/city-of-port-phillip-council
Vic Emergency site	https://www.emergency.vic.gov.au/respond/
Port Phillip Council Emergency Information	https://www.portphillip.vic.gov.au/council-services/health-and-safety/emergencies-and-extreme-weather.
Port Phillip Community Profile	https://www.portphillip.vic.gov.au/people-and-community/who-lives-in-our-city/demographics
Other Useful Websites (agency only login)	
EM-COP	https://cop.em.vic.gov.au/sadisplay/nicslogin.seam
DELWP FloodZoom	https://www.floodzoom.vic.gov.au/FIP.Site/Identity/Login
eMAP	https://emap.ffm.vic.gov.au/emapLauncher/index.html
Emergency Management Victoria Website	https://www.emv.vic.gov.au/
Municipal Association of Victoria – Resource Sharing Protocol	https://www.mav.asn.au/what-we-do/policy-advocacy/emergency-management/protocol-for-inter-council-resource-sharing

Appendix C: Special Plans

Sub-plans

The following is a list of sub-plans to the Port Phillip Municipal Emergency Management Plan, developed by the committee to guide arrangements associated with the municipality's highest risks:

- Storm and Flood Plan (available via VIC SES website)
- Extreme Temperature (Heatwave) Plan
- Human Disease (Pandemic) Plan

Some sub-plans are not available to the public due to having personal and/or sensitive information.

Complementary Plans

The following is a list of complementary plans to the Port Phillip Municipal Emergency Management Plan, which are not available to the public, due to having personal and sensitive information.

- City of Port Phillip Emergency Response & Community Relief Coordination Procedure
- City of Port Phillip Emergency Relief Centre Procedure
- City of Port Phillip Emergency Response & Community Relief Coordination Procedure
- City of Port Phillip Secondary Impact Assessment Procedure
- City of Port Phillip Disaster Recovery Funding Arrangements Procedure
- City of Port Phillip Climate Emergency Plan

Appendix D: Principal Emergency Risks

1. Extreme Temperatures

Hazard	Extreme temperatures
Risk description	Victoria's climate is expected to experience rising average temperatures and more frequent, intense periods of extreme heat. These conditions can have cumulative effects on communities, infrastructure and essential services. A single day of extreme heat may cause disruption, but impacts can escalate when high temperatures persist over successive days and may continue even after temperatures subside. Extended periods of high temperatures, known as heatwaves, can significantly affect human health, natural ecosystems, and critical infrastructure, including power supply, transport and water systems. While cold weather also presents health risks, particularly for vulnerable groups, it typically results in more gradual impacts and is less likely to trigger emergency response measures in the same way as extreme heat.
Residual Risk Rating	High
Rationale	Extreme heat presents a serious and immediate risk to public health and essential services in Victoria. This was clearly demonstrated during the heatwaves of January 2009 and 2014, which resulted in approximately 374 and 167 excess deaths, respectively. These events highlight the often severe and sometimes fatal consequences of heat-related illness, particularly for older people and those with existing medical conditions. The Chief Health Officer's report on the 2009 Victorian heatwave detailed widespread impacts on the health system, including: • a 25% increase in total metropolitan Ambulance Victoria emergency cases, rising to 46% over the three hottest days • a 34-fold increase in Ambulance Victoria callouts for direct heat-related conditions, with 61% involving people aged 75 and over • a 12% increase in emergency department presentations, with a higher proportion of acutely unwell patients and a 37% rise among those aged 75 and over • an eightfold increase in emergency department presentations for heat-related conditions, 46% of which involved people aged 75 and over • a near threefold increase in patients dead on arrival at emergency departments, with 69% aged 75 and over • a 62% increase in all-cause mortality, totalling 374 excess deaths Since March 2024, the municipalities Heatwave Sub Plan has been activated three times.

	CERA prioritises extreme heat as a key hazard due to the acute, short-term nature of its impacts, which can rapidly overwhelm health services and disrupt essential infrastructure. Cold weather, while contributing to an estimated 6.5% of annual deaths in Australia, tends to result in more prolonged and less visible impacts, making it less likely to prompt immediate emergency management interventions. With Victoria experiencing hotter and drier conditions due to climate change, heatwaves are projected to become more frequent and severe. In addition to the health risks, extreme heat increases demand on electricity networks, disrupts transport, places pressure on health and emergency services, and heightens bushfire risk. These combined effects make extreme heat a higher-priority hazard in the context of emergency risk assessment and planning in Victoria. For more information on how to prepare for heatwaves visit Extreme weather – Heatwaves - City of Port Phillip.
Control agencies	Emergency Management Commissioner, Emergency Management Victoria
Supporting agencies	Ambulance Victoria Department of Jobs, Precincts and Regions Department of Health Department of Families, Fairness and Housing Municipal Councils Department of Environment, Land, Water and Planning Bureau of Meteorology Australian Energy Market Operator

2. Storm and Flood

Hazard	*Storm and Flood*
Description	Storms in this context may include windstorms, dust storms, tornados, heavy rain leading to flash flooding, storm surge and landslip. A severe storm event such as high winds, hail, torrential rain, lightning, etc. could cause traffic congestion, resident displacement, damage to infrastructure, disruption to service delivery and potential casualties. Flash flooding in the City of Port Phillip occurs as a result of short duration, high intensity rainfall which can cause localised flooding within the municipality along overland flow paths when the urban drainage system surcharges. Such events which are mainly confined to summer months do not generally create widespread flooding since they last for a short time and affect limited areas. Flooding from these storms occurs with little warning and localised damage can be severe especially to properties within the flood zone. City of Port Phillip contains six drainage catchments which have a total of 8852 properties within the 1% AEP flood extent. 7588 properties fall within the extreme risk rating.
Residual Risk Rating	High
Rationale	Over the past 5 years, VIC SES has responded to numerous requests for assistance in the Port Phillip area for tasks that can be classified as storm related (these calls include trees down, building damage, tree down/traffic hazard). It is acknowledged that a severe storm can include severe thunderstorms which may see associated flash

	flooding occur. Typically, City of Port Phillip would expect 2 - 3 large storm events (defined as over 50 RFA's for SES alone) per year generally in the months spanning Aug to Mar - Increasing since 1990's. Typically 300 + RFA's per year for Storm/flood/building damage for VIC SES with similar numbers reported by City of Port Phillip. There is a strong likelihood of reoccurrence associated with climate change. For more information on how to prepare for storms visit Extreme weather – Storms - City of Port Phillip. For more information on how to prepare for floods visit Extreme weather – Floods - City of Port Phillip
Control agencies	Victoria State Emergency Service
Supporting agencies	Victoria Police Fire Rescue Victoria Municipal Councils Ambulance Victoria

3. Human Disease / Pandemic

Hazard	Pandemic
Risk description	A pandemic caused by a novel respiratory virus is a significant risk to everyone in Victoria, given people will have little or no pre-existing immunity to the virus. It has the potential to cause high levels of morbidity and mortality, challenge the ability of the state health system to cope, and disrupt the community socially and economically. At risk communities are disproportionately impacted by the health impacts of pandemics. A pandemic will likely be prolonged, lasting several months or years. Respiratory viruses have the greatest potential to cause pandemics, due to the strong link between the emergence of a novel pandemic strain of virus, the human–animal transmission interface and transmission properties of respiratory viruses between humans. Influenza and coronaviruses have high genetic mutation rates, which creates a significant potential for the emergence of new (novel) viral strains infectious to humans. In recent history, Victoria has experienced pandemics such as the coronavirus disease 2019 (COVID-19) caused by SARS-CoV-2 which emerged in 2019 and Swine Flu, an influenza pandemic caused by influenza virus H1N1, which Australia experienced in 2009.
Residual Risk Rating	High
Rationale	Pandemics will vary in transmissibility, severity, duration, and impact therefore preparedness, response, relief, and recovery phase will need to remain scalable and flexible. Transmissibility affects the breadth and speed of spread across the world, as well as within the Australian and Victorian communities. The clinical severity will affect the number of people who present to primary care services or require hospitalisation, as well as the number of deaths and the demand for Emergency Services Telecommunications Authority's (ESTA) Triple Zero (000) call-taking, or patient transport and ambulance services. Clinical severity is likely to change during different phases of a pandemic and depends on viral mutations and the availability and efficacy of pharmaceutical interventions.

	Disruption to critical infrastructure and services, such as public transport, water, gas, electricity, fuel and government services, and the transportation of food and goods are further potential consequences of pandemics. Disruptions to these lifeline services may also cause significant long-term economic impacts. At-risk, marginalised groups and those with special needs are especially vulnerable during a pandemic. This may include older Victorians and people with chronic diseases, pregnant women, those who are immunosuppressed, people with disabilities, culturally diverse community members, those with low socioeconomic status, people experiencing homelessness and First Nations communities. People living in close confines, such as prisons, residential aged care settings, disability accommodation, boarding/rooming houses and high-density public housing may also be more vulnerable. Councils will experience a pandemic differently depending on their population density and demographic and economic profiles.
Control agencies	Department of Health
Supporting agencies	Department of Environment, Land, Water and Planning Municipal Councils Ambulance Victoria Department of Families, Fairness and Housing Department of Jobs, Precincts and Regions Emergency Recovery Victoria Department of Transport and Planning Victoria Police Emergency Management Commissioner Australian Red Cross Department of Energy, Environment and Climate Action Department of Education and Training VCC Emergencies Ministry

4. Essential Services Disruption

Hazard	Power outage
Risk description	A sustained loss of utility for a period that is widespread and impacts multiple properties. Protracted disruption to lifelines could result in stress and disruption to the community. Lifelines include water, gas, electricity, communications or service delivery in relation to sewerage removal and drainage. Cables and pipelines are also vulnerable.
Residual Risk Rating	Medium
Rationale	Localised utility disruptions occur frequently within the City of Port Phillip due to aging infrastructure, utility overload (heat / cold) or physical impact through works occurring adjacent to the service main. Utility disruption especially during heatwaves or cold snaps can have a devastating impact on our community.
Control agencies	Department of Energy, Environment and Climate Action
Supporting agencies	Water Corporations Melbourne Water Department of Environment, Land, Water and Planning Energy Safe Victoria

	Environment Protection Authority NBN Co Telstra Corporation Limited

5. A Warlike Act (bomb threat, act of terrorism, hijack, siege or riot)

Hazard	A warlike act
Risk description	Acts of terrorism include bomb incidents, active armed offender, sieges, chemical, biological, radiological, nuclear (CBRN) incidents, hostile vehicle, riots, cyber-attacks and violent extremists. These acts can cause mass disruption, loss of services, casualties / fatalities and fear within the community.
Residual Risk Rating	Medium
Rationale	The National Terrorism Threat Level for Australia is PROBABLE. Credible intelligence, assessed by Victorian and Federal security agencies indicates that individuals or groups have developed both the intent and capability to conduct a terrorist attack in Australia. In the period between 2005 to 2025 there have been 17 thwarted attacks throughout Australia, with eight of these carried out in Victoria. In the same period, there have been nine actual attacks, with five of these occurring in Victoria. The ongoing conflict in the Middle East following the Hamas attack on Israeli citizens in October 2023 has escalated fears and concerns, including here in Port Phillip, where a declared act of terrorism occurred at the Adass Israel Synagogue of Melbourne in Ripponlea on December 6, 2024. There have been subsequent protests around the world associated with the ongoing conflict in the Gaza Strip, Palestine, which have included locations across Melbourne and recently within Port Phillip. With a significant Jewish population in Port Phillip, these ongoing local and global events have caused significant community concern.
Control agencies	Victoria Police
Supporting agencies	Australian Defence Force Fire Rescue Victoria Ambulance Victoria Australian Government Department of Home Affairs Department of Health Municipal Councils

6. Fire (Residential and Commercial)

Hazard	Fire- Commercial
Risk description	Building fires are an inherent risk for all LGA's, including the City of Port Phillip. Fires in this hazard classification may result in employees being evacuated/displaced from a short period of time to a protracted period of time. The number of people affected by such evacuation/displacement is a variable difficult to predict.
Residual Risk Rating	Medium
Rationale	Although current fire data indicates that large incidents in the City of Port Phillip involving this hazard type are infrequent, it is developing measures and plans to protect life and property and to minimise economic loss, effect on environment and to identify early consequence management counter measures. It is also crucial that plans are developed and implemented to ensure City of Port Phillip can relocate displaced people.
Control agencies	Fire Rescue Victoria
Supporting agencies	Ambulance Victoria Victoria Police Department of Families, Fairness and Housing Municipal Councils Environment Protection Authority WorkSafe Victoria (Victorian WorkCover Authority) Department of Environment, Land, Water and Planning Australian Red Cross Victoria State Emergency Service

7. Mass gathering events

Hazard	Mass gatherings
Risk description	The City of Port Phillip is renowned for hosting iconic events which draw thousands of spectators and tourists to the City. A mass gathering can be a planned or spontaneous event where the number of people (at least >1000 persons) attending may strain the planning and response resources of emergency services, community, and council hosting the event. The Grand Prix, Midsummer Pride March, and other major sporting, religious, and cultural events are all considered examples of a mass gathering. Mass gatherings can be both planned and unplanned (spontaneous) and can be a symptom of, and a form of protest against major socio-political problems, a melee resulting from opposed groups. The severity of the event coincides with public expression(s) and elements of displeasure that ultimately impacts the day today running and/or safety of the local community.
Residual Risk Rating	Low
Rationale	Mass gatherings within the City of Port Phillip have generally been incident free, however, isolated criminal and anti-social incidents do occur. Major events such as the St Kilda Festival, and summer season foreshore management have detailed risk management plans in place. However, informal/impromptu gatherings still have potential to impact community safety and infrastructure. Mass gathering events and crowded places also pose a risk of being target by individuals and groups intent on committing warlike or terrorist acts.
Control agencies	Victoria Police
Supporting agencies	

Appendix E: Multi Agency Exercises

Date	Location / Details
16 November 2018	Exercise Jake St Kilda Town Hall ERC Activation
6 November 2020	Exercise Operation Summer Safe Online desktop exercise (due to COVID restrictions) coordinated by Victoria Police Multi agency exercise to consider maintaining COVID enforced restrictions on a day of extreme heat at the St Kilda foreshore.
29 September 2021	Exercise Operation Larder Online desktop exercise (due to COVID restrictions) coordinated by external consultant Multi agency exercise of City of Stonnington & Port Phillip operations to provide large scale food relief during a COVID isolation lockdown of a high-rise public housing estate
15 March 2023	Exercise Nina St Kilda Town Hall ERC Activation

Appendix F: Gender Impact Assessment

The Gender Impact Assessment contains restricted information and as such is available to agencies only. To access, please contact the MEMO at City of Port Phillip.

Appendix G: Contact Directory

The Contact Directory contains restricted information and as such is available to agencies only. To access, please contact the MEMO at City of Port Phillip.

Appendix H: MEMPC Terms of Reference

The *Committee Terms of Reference* contains restricted information and as such is available to agencies only. To access, please contact the MEMO at the City of Port Phillip.