

CITY OF YARRA

MEMP PART 6

PREPAREDNESS AND PREVENTION ARRANGEMENTS

PUBLIC VERSION

Version 1.2

Last Amended 29-01-2018

Version Control

Major changes to this section must be endorsed by the Municipal Emergency Management Planning Committee (MEMPC) and presented to Council for consideration and adoption.

The record below is to be completed by the person making the amendment(s). As amendments occur, the decimal version number will be updated (e.g. from Version 2.1 to Version 2.2). Major changes will require the whole version number to change (e.g. from Version 2.6 to version 3).

Date	Version	Page #	Description	Amended by
21-04-2015	V1.0	ALL	Complete update following recommendations made in the MEMP pre-audit	Lucy Saaroni
11-08-2015	V1.0	ALL	Section endorsed by MEMPC	-
16-06-2016	V1.1	4	"Mitigation" added instead of "minimisation" following annual review to validate Part 6 content	Lucy Saaroni
29-01-2018	V1.2	ALL	Administrative changes made throughout document	Sophie Barison
13-02-2018			Section endorsed by MEMPC	-

The rest of this page is left blank to allow for future amendments

Contents

Version Control	2
6.0 Prevention.....	4
6.1.1 Role of MEMPC members in prevention	4
6.1.2 Role of Council in prevention.....	4
6.1.3 Role of community members in prevention	4
6.2 Preparedness	5
6.3 Key prevention and preparedness plans and activities	5

6.0 Prevention

The *Emergency Management Act 1986* defines prevention as ‘the elimination or reduction of the incidence or severity of emergencies and the mitigation of their effects’.

Not all emergencies are preventable so this definition has a broader meaning in that it encompasses the strategies which can be adopted to mitigate the impact of emergencies.

Prevention involves:

- Identification of hazards;
- Determination of the levels of risk associated with those hazards; and
- Taking action to reduce potential loss or damage to life, property and the environment.

In terms of human effort expended, prevention is significant yet much of this activity is unseen when compared to response and recovery activities. It involves the activities of a large number of organisations in the community.

Prevention strategies include:

- Legislation and its enforcement: e.g. land use codes, safety regulations (fire, traffic, dangerous goods, workplace, power and water supply), building regulations, food hygiene, disease control, flood management;
- Monitoring: e.g. human and animal health;
- Financial protection: e.g. insurance; and
- Public education and warning systems.

6.1.1 Role of MEMPC members in prevention

The Municipal Emergency Management Planning Committee plays a role in prevention by identifying potential hazards and providing specialist advice to reduce the likelihood and consequences of these hazards. MEMPC agencies undertake prevention via many forms, including legislation, risk mitigation plans, programs and projects. Much of this work is integrated within everyday business and activities of services, agencies and the community either by the municipality or in partnership with the MEMPC member agencies and are discussed in the Community Emergency Risk Assessment workbook (refer to Part 5 of the MEMP).

6.1.2 Role of Council in prevention

The City of Yarra understands its community and recognises that because it is the closest tier of government to the local people, it has a key role in prevention and mitigation activities to reduce the risk, or minimise the effects, of emergencies that may occur within the municipality. Council’s enforcement and continued review of existing policies in land use, building codes and regulations, and urban planning, along with the various agencies responsible for prevention activities throughout the community, combine to ensure that all measures possible are addressed to reduce the likelihood of an emergency.

6.1.3 Role of community members in prevention

The community is also responsible to prepare for and respond to an emergency by making plans to reduce the risk of an emergency incident and by keeping themselves, their family, friends and neighbours safe during an emergency event

Council and the MEMPC support the community to identify risks and to take action to reduce them. Increasing community resilience is vital and can be achieved through ongoing targeted public awareness campaigns, community warnings and community based emergency management engagement projects.

6.2 Preparedness

The *Australian Emergency Management Glossary* defines preparedness as:

- Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed; and,
- Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects¹.

The MEMP outlines the preparedness of the municipality in the event of an emergency, but certain parts speak directly to how preparedness is managed; part 8 of the MEMP (Response Arrangements) identifies the roles and responsibilities of organisations and agencies involved in emergency response located within the municipality. Each agency's ability to cope with emergency risks identified (refer Part 5 of the MEMP) was considered during this process; part 9 of the MEMP (Relief Arrangements) demonstrates that Municipal Emergency Coordination Centre (MECC) and Emergency Relief Centre facilities have been identified and that resources are available for their efficient setup. Human and material resources that may be required to meet initial resourcing demand to manage municipal emergencies have been identified, procured in advance where possible and appropriate, and setup for timely activation. Parts 2-3 and 7-10 of the MEMP outline resourcing preparedness measures.

6.3 Key prevention and preparedness plans and activities

Yarra City Council and key agencies with presence in the municipality develop and implement a range of plans and initiatives that ensure appropriate prevention activities are conducted regularly across the municipality. The following are examples of plans and activities developed and implemented by Council and other agencies in preventing or reducing emergency risks within the community:

- Pandemic Plan
- Heatwave Plan
- Flood Emergency and Flood Management Plans
- Council drainage maintenance works
- Municipal Public Health Plan (includes Safer Yarra Plan)
- Health Protection Unit activities (e.g. food safety inspections, infectious disease control, tobacco control, environmental health nuisance investigation and resolution, immunisation)
- Needle and Syringe collection contract
- Event Management Procedures

Public versions of some of the aforementioned documents can be found on the Yarra City Council's website: <http://www.yarracity.vic.gov.au/>. All Council-led plans and projects are saved on TRIM.

The following are examples of plans, activities or forums developed and implemented by Council and other agencies to maintain and enhance preparedness for emergency events:

- Emergency Management exercises
- Council's 24/7 emergency callout response service
- Business Continuity Plan
- Insurance Policies
- Operating guidelines for MECC and ERC setup and management
- Emergency Management staff training

- Community engagement in municipal emergency management planning and activities (e.g. invitation to attend MEMPC meetings and to participate in municipal emergency management exercises).
- Community education campaigns (e.g. Keep Cool in Yarra – heatwave safety campaign, Floodsafe, Animals in Emergencies)
- School and care facility evacuation plans