



**9.2 MUNICIPAL EMERGENCY MANAGEMENT PLANNING  
COMMITTEE REFORM COUNCIL ENDORSEMENT**

**EXECUTIVE MEMBER: TONY KEENAN, GENERAL MANAGER, COMMUNITY WELLBEING  
AND INCLUSION**

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COMMUNITY RESILIENCE**

**1. PURPOSE**

- 1.1 To seek authorisation from Council to disestablish the existing Municipal Emergency Management Planning Committee (MEMPC) and authorise the CEO to facilitate the establishment of the new MEMPC in accordance with the provisions of the Emergency Management Legislation Amendment Act 2018.

**2. EXECUTIVE SUMMARY**

- 2.1 Emergency Management is considered an important and necessary function to ensure that the safety interests of our community are maintained. Council officers assist lead agencies to respond to a variety of incidents such as structural damage, floods, storms, fires in structures and other miscellaneous incidents which occur within the municipality.
- 2.2 Council also facilitates the MEMPC which meets regularly for planning with external partners from the emergency management sector to enhance communication and review plans to ensure suitable preparation is in place for emergencies. The MEMPC has broad representation and is made up of the following members agencies:
- |                               |   |
|-------------------------------|---|
| City of Port Phillip          | Victoria Police (VIC POL)                   |
| Fire Rescue Victoria          | State Emergency Services Victoria (SES VIC) |
| Lifesaving VIC                | Parks Victoria                              |
| Victoria Ports Authorities    | Department Health Human Services (DHHS)     |
| Department Human Services     | Jewish Crisis Management                    |
| Community Security Group      | Ambulance VIC                               |
| Victorian Council of Churches | Coast Guard                                 |
| Red Cross                     | Star Health                                 |
- 2.3 Prior to 1 December 2020, it was a legislative requirement for Council to appoint a MEMPC under the provisions of Part s21(3)-(5) of the Emergency Management Act 1986.
- 2.4 On 1 December 2020 these provisions were repealed by Emergency Management Victoria (*part of the Victorian State Government*) under Part s82(2) of the Emergency Management Legislation Amendment Act 2018 and replaced by the provisions of Part s68 of the Emergency Management Legislation Amendment Act 2018 under which Council is required to establish a new MEMPC with more specific membership and functions.



- 2.5 From 1 December 2020, the legislation shifted responsibility for municipal emergency management planning from Council to the reformed, multi-agency MEMPC - the peak emergency management planning body in each municipal district. This shift of responsibility highlights the intent of the reform which supports emergency management planning as an integrated, multi-agency and collaborative effort.
- 2.6 In line with section 59(1) of the Local Government Act 2020, Council's CEO is able to acquit the responsibility to establish a MEMPC through a Council resolution that ensures a MEMPC is established in accordance with the legislation, including recognising that the MEMPC promotes shared responsibility for planning by requiring relevant agencies to formally participate in the new MEMPC.
- 2.7 Once established, the new MEMPC will report directly to the Southern Metro Regional Emergency Management Planning Committee (REMPC), not to Council.
- 2.8 Once established, the new MEMPC exists separately to Council and is not a committee of Council.
- 2.9 Once established, the new MEMPC is required to maintain a Municipal Emergency Management Plan which is approved by the Southern Metro REMPC.

### **3. RECOMMENDATION**

That Council:

- 3.1 Authorises the disestablishment of the existing Municipal Emergency Management Planning Committee established under s21(3)-(5) of the Emergency Management Act 1986, in recognition that on 1 December 2020 these provisions were repealed by s82(2) of the Emergency Management Legislation Amendment Act 2018 and replaced by the provisions of s68 of the Emergency Management Legislation Amendment Act 2018.
- 3.2 Authorises the Chief Executive Officer of Council to facilitate the establishment of the Municipal Emergency Management Planning Committee in accordance with the provisions of s68 of the Emergency Management Legislation Amendment Act 2018 (which inserts a new 'Part 6 - Municipal Emergency Management Planning Committees' into the Emergency Management Act 2013 on 1 December 2020).
- 3.3 Notes that, under the Emergency Management Legislation Amendment Act 2018 (which inserted s59 and 59F into the Emergency Management Act 2013 on 1 December 2020), Council's role is to establish the committee. Once established, the committee exists separately to Council and is not a committee of Council.

### **4. KEY POINTS/ISSUES**

- 4.1 This reform of the current MEMPC has come about due to legislative changes made by the Victorian Parliament. All municipalities within Victoria are undergoing the same reform at the same time. Council's endorsement of this report is part of the formal process in recognising these changes to legislation with the aim of enhancing emergency preparedness for the municipality and all sectors of emergency management in the state of Victoria.

### **5. CONSULTATION AND STAKEHOLDERS**

- 5.1 Information relating to this required reform of the MEMPC under legislation has been provided to Council by Emergency Management Victoria via the CEO and the



appointed Chair of the MEMPC, which sits under the responsibility of the Coordinator Emergency Management and Community Safety. The Coordinator Emergency Management and Community Safety is also the formal representative of Council at the REMPC.

- 5.2 Information relating to the reform of the MEMPC has been issued to all external agencies listed under part 2.2 of this report, informing them of the new MEMPC. Also issued were letters of invitation to each of these same agencies inviting them to attend the first meeting of the newly reformed MEMPC scheduled to take place by March 2021.

## **6. LEGAL AND RISK IMPLICATIONS**

- 6.1 Council has statutory obligations under the Emergency Management Legislation Amendment Act 2018 (which inserted s59 and 59F into the Emergency Management Act 2013 on 1 December 2020), whereby Council's role is to establish the committee. Once established, the committee exists separately to Council and is not a committee of Council.

## **7. FINANCIAL IMPACT**

- 7.1 There is no direct financial impact arising from this report.

## **8. ENVIRONMENTAL IMPACT**

- 8.1 There is no direct environmental impact arising from this report.

## **9. COMMUNITY IMPACT**

- 9.1 Emergencies can detrimentally affect our community. Council is tasked with ensuring the statutory documentation is up-to-date and relevant to ensure the organisation is prepared to respond to municipal emergencies.
- 9.2 Council has a strong emergency management team, made up of key personnel from across the organisation who are specifically trained in the management of emergency response, relief and recovery coordination.
- 9.3 Council has previously led a well formed MEMPC in the past which ensures strong relationships and clear communication between Council and emergency response and recovery agencies.
- 9.4 The MEMPC played a key coordination role in the response to COVID 19.
- 9.5 The endorsement of this report officially documents Council's authorisation to further enhance emergency management through the newly reformed MEMPC under new legislation set down by Emergency Management Victoria.

## **10. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY**

- 10.1 Council's documentation has been developed under the existing MEMPC and will continue to be developed under the newly reformed MEMPC to align with the following strategic directions of Council, as outlined in the Council Plan 2017-27:

*Direction 1 – We embrace difference, and people belong* – The MEMPC considers the demography, community profile and vulnerable groups within the municipality as per the 2016 Census data. The MEMPC also considers future population growth, urbanisation and changing economic conditions which the municipality is likely to face.



*Direction 4 – We are growing and keeping our character* – The MEMPC reviews the demography, community profile and vulnerable groups within the municipality as per the 2016 Census data. Particularly reviewing estimated resident population breakdowns per neighbourhood and review of total persons per usual residence. This data helps understand the demands for emergency services in a high-density City.

## **11. IMPLEMENTATION STRATEGY**

### **11.1 TIMELINE**

11.1.1 The Coordinator Emergency Management and Community Safety has been instructed by the CEO to establish the new MEMPC for Council which is been undertaken at this current time.

11.1.2 Information relating to the reform of the MEMPC has been issued to all external agencies listed under part 2.2 of this report, informing them of the new MEMPC. Also issued were letters of invitation to each of these same agencies inviting them to attend the first meeting of the newly reformed MEMPC scheduled to take place by March 2021.

11.1.3 The reform of the new MEMPC is scheduled to be completed at the first meeting of the newly reformed MEMPC scheduled to take place by March 2021.

### **11.1.4 COMMUNICATION**

11.1.5 Through the minutes of this Ordinary Meeting of Council held 17 Feb 2021.

## **12. OFFICER DIRECT OR INDIRECT INTEREST**

12.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.

**TRIM FILE NO:** 28/01/42

**ATTACHMENTS** Nil