

This information has been provided as a guide and resource by Golden Plains Shire Council to help support the community in preparing for an emergency situation

*Adapted from Wellington Region Emergency Management*

*Office Community Emergency Hubs program.*

(Update highlighted wording)

Date Plan Created

Version 1

This plan will be reviewed December 2025

For further inquiries, contact:

Insert town Community Emergency Hub email@email.com.au

### Plan Approval

This Community Emergency Hub Response Plan has been developed by the insert town Community Emergency Hub group in conjunction with key stakeholders from insert town, local emergency services and Golden Plains Shire Council.

This plan has been accepted by the undersigned:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

Insert town Community Emergency Hub group Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Golden Plains Shire Council Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Golden Plains Shire Council Date

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## **Introduction**

This Community-Driven Emergency Response Plan is developed and owned by the insert town community, outlining the initial response during a significant emergency (during which time it may be cut off from neighbouring towns, or have limited access to emergency services). In a time of crisis, members of the community will naturally want to come together to assist one another. This Emergency Response Plan helps to coordinate and speed up this process. This plan is a living document and needs to be regularly reviewed and updated.

Communities that are connected to one another recover from emergencies faster than areas which don’t have the same level of social cohesion.

Benefits of developing a Community-Driven Emergency Response Plan include:

* A better understanding of local hazards and their likely impacts/effects;
* awareness of local hazard warning systems;
* engaging the community in hazard management;
* access to emergency information;
* building positive working relationships amongst local leaders;
* clarification of roles, responsibilities;
* improved management of community resources;
* identification of preparedness opportunities;
* establishing a basis for the continued development of community resilience.

A series of meetings was held with stakeholders from the residents, community groups, organisations and agencies from the insert town community to create the plan. The planning process identified the strengths of the community, the areas where there are challenges which need to be addressed, or threats to the community, and found opportunities for improving resilience.

A regular review cycle will provide an opportunity to review progress on these initiatives and an opportunity to re-establish the relationships between stakeholders.

### Scope

This Response Plan covers the geographical area occupied the town.

It focuses on the community response following a large scale emergency event.

It describes the community-based response, assuming that external help may not be available.

Town Map

## **Stakeholders**

* Insert town Community Coordinators
* Insert town CFA
* Insert town SES
* Golden Plains Shire Council
* Water & Waste Infrastructure Ltd
* Insert town Medical Centre
* Anywhere Church
* Anywhere Associations
* Insert town Residents Association.
* Insert town School
* Insert town Sporting Cub
* Police

This list will grow as the plan grows

## **Community Profile**

Include the community profile of your insert town

Describe the community

* its geography
* demographics
* amenities
* special features.

### Hazardscape

The predominant hazards facing insert town include: flood, grassfire, bushfire, storms, earthquakes, as well as chemical and other man-made hazards.

A significant emergency event is likely to show the consequences, examples include:

* Road closures
* Fallen trees
* Residents unable to access homes
* Flooding homes
* Flooding reserves

### SCOT Analysis

A SCOT (Strengths, Challenges, Opportunities and Threats) analysis was undertaken to assess town current resilience to the October 2022 flooding event. This analysis is to be reassessed during each Response Plan review.

**Strengths**

**-**

**-**

**-**

**Challenges**

**-**

**-**

**-**

**Opportunities**

**-**

**-**

**-**

**Challenges/Threats**

**-**

## **Community Response Plan**

This plan documents the response of the insert town following an emergency event. A Community Emergency Hub can be opened by the community for the community at a pre-identified location.

### Purpose Of A Community Emergency Hub

The core purpose of the Community Emergency Hub is to provide a safe gathering place for community to come together to gather after an emergency and support themselves on a local level. The Community Emergency Hub will be a source of information sharing from Council and emergency services to community and from Community to Council.

### Community Emergency Hub Location

The location identified by the community for a Community Emergency Hub is:

* Location option 1:
* Secondary location option 2:

### When The Community Emergency Hub Will Open

Community Emergency Hubs are opened by the community when assistance is required to deal with the impact of a large scale emergency causes widespread infrastructural damage, damage to buildings and roads, and communication networks are down for extended periods.

### How Information Will Be Shared

Information sharing will be communicated to the community through (insert communication methods ie: social media, community notice board, phone trees)

**Communication methods:**

|  |  |
| --- | --- |
| Community Social Media Account  | Social media account name  |
| Example: Sporting clubs |  |
| Community groups  |  |
|  |  |
|  |  |
| Other Communication  | Details  |
|  |  |
|  |  |
|  |  |
|  |  |

### Community Messaging

The Community Emergency Hub will assist with the communication two ways:

Out to community – Receive information from Council and emergency government agencies to provide to your community.

In from community - Gathering information from the community, to determine where needs lie. This can then be shared up to Council for areas of support.

### Agency Contacts

Key agencies that the Community Emergency Hub can contact for information sharing and support are:

|  |  |  |  |
| --- | --- | --- | --- |
| Agency Name | Contact | Email | Website  |
| Police/Fire/Ambulance  | 000 |  |  |
| VIC SES | 132 500 |  | [www.ses.vic.gov.au](http://www.ses.vic.gov.au) |
| SES – Local Unit |  |  |  |
| CFA |  |  | [www.cfa.vic.gov.au](https://www.cfa.vic.gov.au) |
| CFA - Local Brigade |  |  |  |
| Vic Emergency Hotline | 1800 226 226 |  | [www.emergency.vic.gov.au](https://www.emergency.vic.gov.au) |
| Victoria Police – Local Station |  |  | [www.police.vic.gov.au](http://www.police.vic.gov.au)  |
| Water Provider |  |  |   |
| Electricity/Gas Provider  |  |  |  |
| Golden Plains Shire Council  | 5220 7111 | enquiries@gplains.vic.gov.au | [www.goldenplains.vic.gov.au](http://www.goldenplains.vic.gov.au)  |
|  |  |  |  |
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|  |  |  |  |

## **Local Hazard Warning Systems**

In a number of emergency events there may be time for official warnings to be given. Examples include: an approaching weather event, rural fire or pandemic.

It is important that the public are aware of local hazard warning systems through awareness education and information sharing. Australian Warning System website provides information on how different warning systems are displayed [www.australianwarningsystem.com.au](http://www.australianwarningsystem.com.au).

## **Emergency Information Sources**

### Radio Station Frequencies For The Insert Town Area

* ABC Radio 774AM
* Local radio
* Other local radio
*

### Key Websites

* Vic Emergency [www.emergency.vic.gov.au/respond/](http://www.emergency.vic.gov.au/respond/)
* VICSES [www.ses.vic.gov.au](http://www.ses.vic.gov.au)
* CFA [www.cfa.vic.gov.au](http://www.cfa.vic.gov.au)
* Bureau of Meteorology [www.bom.gov.au](http://www.bom.gov.au)
* Golden Plains Shire Council [www.goldenplains.vic.gov.au](http://www.goldenplains.vic.gov.au)
* Vic Traffic [www.traffic.transport.vic.gov.au](http://www.traffic.transport.vic.gov.au)

### Key Apps

* VicEmergency App
* Emergency +App
* Get Prepared App (Red Cross)

Download Apple – App Store

Download Android – Google Play Store

## **Review And Update Of Plans**

The Community Emergency Hub Group will ensure that the response plan is prepared and reviewed yearly and as required.

The purpose of a review is to ensure that the response plan provides current and accurate information for the community to activate a Community Emergency Hub.