



# Frankston City Heat Health Plan – a complementary plan to the MEMP

## Contents

<b>Introduction.....</b>	<b>3</b>
<b>Scope.....</b>	<b>3</b>
<b>The need for a heat health plan .....</b>	<b>4</b>
<b>Heat and risk.....</b>	<b>5</b>
What is a heatwave? .....	5
Heatwave intensity.....	5
People most at risk from heatwaves.....	5
Heat and fire risk.....	7
Heat and power outage.....	8
<b>Roles and responsibilities.....</b>	<b>8</b>
<b>Mitigation strategies .....</b>	<b>11</b>
Provide regular contact and support to the community through Council services, particularly for those at higher risk.....	11
Ensure Council staff are prepared to manage a heatwave.....	12
<b>Preparedness strategies .....</b>	<b>12</b>
Promote heatwave safety information to the community.....	12
Educate stakeholders on their roles and responsibilities in the event of a heatwave.....	13
Register of vulnerable facilities .....	13
Business continuity planning.....	13
<b>Response Strategies .....</b>	<b>14</b>
Heatwave information and warnings.....	14
Heat wave forecasts.....	14
Heat wave warnings.....	14
Activation.....	14
Heatwave response action plan .....	15
<b>Recovery strategies.....</b>	<b>15</b>
<b>References and resources .....</b>	<b>15</b>
<b>Maintenance and Storage.....</b>	<b>16</b>
Format and storage of the Plan .....	16

Maintenance and review responsibilities..... 16

Document control..... 16

**Appendix A- Heatwave glossary ..... 17**

**Appendix B – Informal cooler places ..... 18**



## Introduction

### EXTREME HEAT AND HEATWAVES HAVE CLAIMED MORE LIVES THAN ANY NATURAL HAZARD IN AUSTRALIA

An extreme heat event is a period of unusual and uncomfortable hot weather that could negatively affect human health. Heatwaves can also affect the transport, agriculture and energy sectors and associated infrastructure. This includes interruptions to cooling and refrigeration. Heatwaves can be dangerous as they pose health risks to those most at-risk. While older people and very young children are often the most vulnerable, extreme heatwaves can affect anyone's health. There is no minimum number of days for an extreme heat event. It can be declared for a period as short as a single day. However, the Bureau of Meteorology (BoM) defines a heatwave as a three or more-day period of abnormal and uncomfortable hot weather for a given location(s).

Frankston City Council's Heatwave Plan is a complementary plan to the Municipal Emergency Management Plan (MEMP). It outlines the strategies and arrangements for the mitigation of and response to a heatwave that will or is likely to have significant impacts on and consequences for the Frankston community.

The MEMP sets out the roles and responsibilities of Council and other government, non-government organisations, businesses and individuals in the four elements of emergency management – prevention, preparedness, response and recovery. This plan specifically addresses the actions of Council and (in part) supporting agencies before, during and after a heatwave emergency impacting Frankston City, and the mitigation strategies identified to assist in safeguarding the community.

All municipal emergency management arrangements are coordinated by the Municipal Emergency Management Planning Committee (MEMPC). Any recovery assistance required following a heatwave will be managed using the recovery arrangements documented in the Frankston MEMP.

The key aims of the Heatwave complementary plan are:

#### **Raising awareness of heatwaves**

This plan aims to increase the awareness of the risk of heatwaves and their impacts on the community across Council and with other stakeholders.

#### **Building capacity to respond to a heatwave.**

Through supporting community education about extreme heat/heatwaves from the Department of Health (DH) to increase community capacity to ensure their own wellbeing during a heatwave; and ensuring Council's capacity to support its heat vulnerable clients.

#### **Maintaining an appropriate heatwave response**

This plan includes trigger points for different levels of Council response to extreme temperatures/heatwaves in line with DH Heat Health Warnings, the Bureau of Meteorology (BoM) heatwave forecasting system and an action plan for an extreme level heatwave (internal document only).

## Scope

The scope of this complementary plan includes:

- Identification of the potential risks and consequences of an extreme heat event impacting the Frankston municipality in the social, built, economic and natural environments.

- Description of the local arrangements in place to mitigate these risks before, during and after an emergency.
- Identification of the positions with accountability and the stakeholders responsible for managing specific strategies and actions at the local level.
- Description of the shared responsibility for all individuals, businesses and community to take action to reduce the impact of an extreme heat event on themselves, their business, their families, and other members of the community at higher risk in emergencies.

## The need for a heat health plan

The DH developed the Heat Health Sub-Plan for Victoria to raise awareness about the impact of heatwaves and to assist councils to develop and implement arrangements for high heat days.

The Victorian Government has assessed heatwave to be a significant risk facing the state of Victoria. A single day of extreme temperature may have an impact and this impact increases with multiple days of similar temperatures. The effects of extreme heat kill more Victorians than any other natural disaster. The impacts of extreme heat on infrastructure may result in disruption or failure of infrastructure and/or services such as power outages or delays/cancellation of rail services which can lead to further consequences to human health and wellbeing.

In Victoria there have been two documented heatwave events where the Chief Health Officer reported that there were excess deaths in Victoria. In January 2009, a heatwave resulted in an estimated 374 excess deaths. In January 2014, there were an estimated 167 excess deaths reported.

Climate science research forecasts an increase in the duration and severity of extreme heat and heatwave events.

Extreme heat can affect anybody, including the young and healthy; however, there are certain population groups that are more at risk than others. These include people aged 65 years and over, people who have a medical condition and people taking medicines that affect the way the body reacts to heat.

Similarly, to humans, companion animals, livestock and wildlife can be affected by extreme heat and equally need shade and water.

(Source: State Emergency Response Plan (SERP) Extreme Heat Sub-Plan).

The Community Emergency Risk Assessment (CERA), which is facilitated by Vic SES, has identified extreme temperatures/heatwaves as being a HIGH emergency risk for Frankston City. See **MEMP “Mitigation Arrangements”** for further information on CERA.

## Heat and risk

### What is a heatwave?

A heatwave is when the maximum and minimum temperatures are unusually hot over 3 days. This is compared to the local climate and past weather.

It takes more than a high daily maximum temperature to make a heatwave. It's also about how much it cools down overnight.

Cooler nights allow some recovery from each day's heat. A high overnight temperature can mean that the next day heats up quickly. There may be more hours of extreme heat.

In heatwaves, hot nights make it harder to recover from the heat of the day. This puts more stress on the body.

A run of unusually high night and daytime temperatures can:

- lead to heat stress, a critical factor in human health.
- affect infrastructure such as public transport and electricity supply.

### Heatwave intensity

Low-intensity heatwaves are frequent during summer. Most people can cope during these heatwaves.

Severe heatwaves are less frequent. They are likely to be more challenging for vulnerable people. This can include older people, particularly those with medical conditions.

Extreme heatwaves are rare. They are a problem for people who don't take precautions to keep cool – even for healthy people. Anyone who works or exercises outdoors for example can be at risk.

(Source [What is a heatwave? \(bom.gov.au\)](http://www.bom.gov.au) )

### People most at risk from heatwaves

Extreme heat is dangerous and can affect anyone including fit and healthy people. Some people however are particularly vulnerable to heat-risk. The image below outlines a number of groups who have a higher-than-average risk of heat related impacts.

Some people may have an impaired physiological ability to regulate body temperatures such as the elderly, young children and those living with medical conditions such as diabetes. Some people are physically more exposed to hot environments or are more likely to physically exert themselves such as outdoor workers and those experiencing homelessness.

The social aspects of health might impact a person's capacity to keep their body cool either by cooling their home, travelling to cool places, understanding public health warnings, or seeking support from others such as CALD groups and those with a disability.

It should be understood that these factors are compounding, and individuals often have more than one of these risk factors which places them at far greater risk.

Given the predicted influence of climate change, and the potential for disasters occurring more intensely and more frequently, Council's focus on adaptation and sustainability, alongside emergency management resilience engagement, provides key messaging and engagement to improve community heat-risk resilience in all vulnerable populations.



\*Men are more likely to work in outdoor, physical jobs, and may be less likely to seek medical advice

\*\*May be less likely to receive or understand mainstream warnings. May have limited social networks.

The following table demonstrates the different heat related illnesses:

	Symptoms	What to do
HEAT RASH	Sometimes called 'prickly heat', this is a skin irritation caused by excessive sweating. It can occur at any age but is most common in young children. It looks like a red cluster of pimples or small blisters. It is most likely to occur on the neck and upper chest, in the groin, under the breasts and in the elbow creases.	<ul style="list-style-type: none"> <li>• Move the person to a cooler, less humid environment.</li> <li>• Keep the affected area dry.</li> <li>• Try using unperfumed talcum powder to increase comfort.</li> <li>• Avoid using ointments or creams, as they keep the skin warm and moist, and may make the condition worse.</li> </ul>
HEAT CRAMPS	These include muscle pains or spasms, usually in the abdomen, arms or legs. They may occur after strenuous activity in a hot environment, when the body gets depleted of salt and water. They may also be a symptom of heat exhaustion.	<ul style="list-style-type: none"> <li>• Stop activity and sit quietly in a cool place.</li> <li>• Increase fluid intake.</li> <li>• Rest a few hours before returning to activity.</li> <li>• Seek medical help if there is no improvement.</li> </ul>
DIZZINESS & FAINTING	Heat-related dizziness and fainting results from reduced blood flow to the brain. Heat causes an increase in blood flow to the skin and pooling of blood in the legs, which can lead to a sudden drop in blood pressure. There can be a feeling of light-headedness before fainting occurs.	<ul style="list-style-type: none"> <li>• Get the person to a cool area and lay them down.</li> <li>• If fully conscious, increase fluid intake.</li> </ul>

HEAT EXHAUSTION	This is a serious condition that can develop into heatstroke. It occurs when excessive sweating in a hot environment reduces the blood volume. Warning signs may include paleness and sweating, rapid heart rate, muscle cramps (usually in the abdomen, arms or legs), headache, nausea and vomiting, dizziness or fainting.	<ul style="list-style-type: none"> <li>• Get the person to a cool area and lay them down.</li> <li>• Remove outer clothing.</li> <li>• Wet skin with cool water or wet cloths.</li> <li>• Increase fluid intake if they are fully conscious.</li> <li>• Seek medical advice.</li> </ul>
HEATSTROKE  (a life-threatening emergency)	<p>Heatstroke occurs when the core body temperature rises above 40.5 °C and the body's internal systems start to shut down. Many organs in the body suffer damage and the body temperature must be reduced quickly. Most people will have profound central nervous system changes such as delirium, coma and seizures. The person may stagger, appear confused, have a fit or collapse and become unconscious. As well as effects on the nervous system, there can be liver, kidney, muscle and heart damage.</p> <p>The symptoms of heatstroke may be the same as for heat exhaustion, but the skin may be dry with no sweating and the person's mental condition worsens.</p>	<p><b>Call an ambulance – dial triple zero (000)</b></p> <ul style="list-style-type: none"> <li>• Get the person to a cool, shady area and lay them down while you're waiting for emergency medical help.</li> <li>• Remove clothing and wet their skin with water, fanning continuously.</li> <li>• Do not give the person fluids to drink.</li> <li>• Position an unconscious person on their side and clear their airway.</li> <li>• If medical attention is delayed, seek further instructions from ambulance or hospital emergency staff.</li> </ul>

(Source: *Heat stress and heat-related illness*, betterhealth.vic.gov.au)

## Heat and fire risk

A major heat event can dry out vegetation and greatly increase the potential for a major bushfire. Information given to community members regarding protecting their health in the heat should be done in a way that is balanced with the need for the community to activate their bushfire emergency plans, particularly those living in higher fire risk areas such as Langwarrin.

Control and support agencies responding to fire events should also consider the consequences for human health not only from the fire risk but from the extreme heat environment.

Control and support agency community messaging must have regard to the complex nature of fires, heat emergencies and potentially power outages occurring simultaneously.

## Heat and drowning risk

Heatwaves can significantly impact the risk of drowning. Research indicates that there is a 17% greater risk of drowning during heatwaves compared to non-heatwave days. This heightened risk applies to people of all ages, but is particularly pronounced for males, older individuals and teenagers. Alcohol intoxication dramatically increases drowning risk, there is a clear link between excessive drinking and air temperature.

As heatwave intensity increases, so does the drowning risk, but only up to a point. During low intensity heatwaves the risk rises by 17%. In severe heatwaves the risk increases to 26%. Surprisingly, during extreme heatwaves the risk of drowning reduces to just 9%. This is because hotter temperatures lead more people to seek relief in water bodies, such as our beaches, rivers and pools. Increased exposure to water during heatwaves contributes to the elevated risk of drowning.

It is crucial to raise awareness of drowning risk ahead of predicted heatwaves. Individuals can take preventative measures to reduce their risk, such as practicing water safety, swimming in designated areas, and being vigilant during extreme weather conditions.

### Heat and power outage

Extended hot weather in summer can place significant strain on the electricity system, due to the increased use of air conditioners in homes and businesses. South Australia and Victoria often have heatwaves at the same time and the two power systems have strong interconnections. Bushfires can lead to outages of major transmission lines which can impact the entire system.

Life support customers should register their details with their local energy networks and their electricity retailer who issues their bill. If they rely on a continuous power supply for life support equipment, they are urged to have a backup plan in case there are unplanned outages.

It is important to note that during power outages facilities suggested as informal cooler places such as those in **Appendix B** may also be impacted and therefore may not be viable for the community in this capacity unless they have alternate power sources.

Important information regarding power outages can be found at [Power Outage – Emergency Prepare](#)

## Roles and responsibilities

Although governments are central to existing disaster prevention, preparedness, response and recovery frameworks the 2020 Royal Commission into National Disaster Arrangements emphasise that disaster resilient communities work together.

Disaster resilience is the collective responsibility of all sectors of society, including all levels of government, business, the non-government sector and individuals. Whilst heat is a complex issue involving a lot of stakeholders, a shared responsibility approach is key to supporting government efforts to build disaster resilient communities.

### Role of the Department of Health (DH)

Before and during a heatwave, DH will:

- Provide and promote communication resources to amplify heat health messaging to the community and stakeholders.
- Provide and promote guidance to support local level planning for the health impacts of heat events.
- Monitor the Bureau of Meteorology (BoM) website for extreme heat conditions.
- Provide heat health warnings to local councils and departmental staff.
- Update the Heat Health Plan for Victoria.

### Role of Local Council

The *Local Government Act 1989* requires Council to improve the overall quality of life of people in the community. The *Act* also requires Council to provide leadership and advocate the interests of the local community to other communities and governments.





DH has recommended that Local Councils should:

- Ensure the Heatwave Plan is implemented and adopted.
- Nominate two contacts to receive heat warnings from the department.
- Monitor the Bureau of Meteorology website for impending heatwaves.
- Activate their heatwave plan when necessary.
- Evaluate the actions taken during heatwaves at the end of each summer season.
- Update the heatwave plan regularly.
- Share key heatwave messaging to the community on local social media platforms.

(Source: *Heatwave Planning Guide*, DHHS 2009)

### **Role of Emergency Management Organisations**

In a heatwave emergency, the Emergency Management Commissioner (EMC) is the nominated Control Agency. The EMC will play a key role in ensuring appropriate responses are being undertaken by responsible agencies such as health, infrastructure and transport.

A heatwave emergency is one where there is not a hazard that is able to be controlled; therefore, the traditional command and control structure for response is not appropriate. Rather, response is about all agencies which play a role in managing the consequences of a heatwave, such as consequences for human health and essential services (power), coming together to coordinate their approach.

Key emergency management organisations which play a role in the coordinated approach to mitigation and responding to a heatwave include:

- St John Ambulance Australia
- Ambulance Victoria
- Life Saving Victoria
- Australian Red Cross
- Victoria Police
- Department of Health

### **Role of not-for-profit, community and commercial organisations**

Council encourages all not-for-profit community groups, community and commercial service providers that deliver services to vulnerable people to develop their own heatwave plan.

There are many not-for-profit organisations and community service providers within the municipality that need to ensure that they monitor vulnerable clients during a heatwave and take necessary action in the event that clients suffer heat related illness. These service providers must also ensure that their clients receive appropriate and timely information and advice in the event of a heatwave.

Other key stakeholders to play a role in mitigating the effects of a heatwave in the municipality include:

- Community Support Frankston
- Neighbourhood Houses

- Senior Citizens Community Groups
- Local Childcare Centres and Kindergartens
- Medical Centres
- Local sporting associations

A good resource to consider in this space is [Residential aged care services - heatwave ready resource \(health.vic.gov.au\)](https://www.health.vic.gov.au)

### **Heatwave Complementary Plan Working Group**

A working group, comprising the following members, has responsibility for the development and continuous improvement of this Heatwave complementary plan:

- Coordinator Emergency Management (Chairperson)
- Municipal Recovery Manager (MRM)
- Municipal Emergency Management Officer (MEMO)
- Deputy MRMs
- Municipal Emergency Response Coordinator (MERC - VICPOL)
- Emergency Management Officer
- Coordinator Environmental Health
- Coordinator Customer Relations
- Coordinator Communications
- Events Coordinator
- Manager Libraries
- Manager Safer Communities
- Manager Family Health Support Services
- Coordinator MCH & Immunisation
- Coordinator Health, Safety and Wellbeing
- Ambulance Victoria
- Department of Health
- Australian Red Cross

The group will meet at least annually, in the lead up to summer to review and amend the plan as necessary. Any amendments identified prior to this meeting are to be forwarded to the Coordinator Emergency Management for inclusion in the next round of amendments.

## Mitigation strategies

In Frankston, the effects of an impending heatwave will be managed by implementation of the following mitigation strategies.

Heatwave planning aims to reduce the incidence of heat related illness and mitigate heat related risks during periods of extreme heat.

This involves the education of the community about the dangers of heatwaves through:

- The promotion of heatwave awareness.
- The delivery of key health messages prior to the onset of extended hot periods such as summer.
- The delivery of key health messages and safeguarding actions in the immediate lead up to an identified heatwave period; and
- The ongoing support, monitoring & feedback of client status through Family Health Support Services.

Possible triggers for implementation of the mitigation arrangements in this plan include:

- Advice from the Bureau of Meteorology (BoM) of an impending heatwave or a Department of Health (DH) Heat Health Warning
- The onset of above average warmer weather in the lead up to summer.
- A request from the Control Agency.
- A review of the risk of heatwave to the Frankston community.

All community communications will be in line with **FCC – Emergency Communications Complementary Plan**

**Provide regular contact and support to the community through Council services, particularly for those at higher risk.**

- Family Health Support Services (FHSS) mail out in October/November each year to all clients to advise on appropriate heat health measures.
- FHSS Officers discuss heat health safety at all onsite assessments with clients.
- Advice and support to all FHSS clients through ongoing reviews to assist in understanding how to prevent heat related illness.
- Child specific heat health resources available at all Council immunisation sessions.
- Heat safety flyers displayed on library noticeboards and within the Council Customer Service Centres.
- Reminders to sporting associations to refer to and adhere to their sporting association's code of conduct and policy in relation to heatwave.
- Review the Vulnerable Client List of existing Community Care clients, which includes clients with poor mobility, cognitive impairment, chronic health conditions, the socially isolated and those who are significantly fragile.
- Inform clients of possible changes to Council care services in the event of a heatwave (for example, earlier visit times or possible cancellation of some services).

## Ensure Council staff are prepared to manage a heatwave.

- Prepare outdoor staff in the event of a heatwave through the provision of training and advice.
- Annual review of the Catastrophic Fire Danger Day Action Plan informs business area preparedness for high heat.
- Familiarise new staff with the relevant policies, procedures and guidelines for staying safe in high heat environments.

## Preparedness strategies

In the pre-summer months, an increased awareness campaign will be implemented. The main aim of this campaign is to ensure the Frankston community are aware of the dangers of heat on their health and how to prepare for the onset of possible heatwaves during the summer period. This includes promoting to the community risk characteristics, preventative measures, and a general understanding of personal responsibility and preparedness including:

- Promotion of heatwave safety information through existing Council services e.g. Immunisation and Community Care services.
- Maintaining Council's website to provide heat safety information and links to State and Federal websites as appropriate.
- Developing promotional communications including key health messages to protect human health, including accessible formats and different languages.

## Promote heatwave safety information to the community.

Communication strategies will particularly target the most affected members of the community. Strategies/methods will include:

- Pre-summer information in the Frankston City News.
- Information on the Frankston City Council website.
- Summer preparedness advice to the wider community via emergency management targeted engagement projects.
- Climate change adaptation and resilience information focussing on heat health provided in line with the Climate Change Strategy.
- Clauses included in tenancy documentation of sporting associations and other hirers of Council facilities requiring tenants to establish and implement their own heatwave strategies.
- Information on how to manage pets in a heatwave on the Council website.
- Heat safety posters promoted in libraries, maternal and child health centres, senior citizen centres, childcare centres and Council's Service Centres.
- Promotional messages through various ethnic Senior Citizens' Clubs, which can provide support to culturally and linguistically diverse community members in a number of different languages.

Key heatwave safety messages delivered to the community will include:

- Look after yourself and keep in contact with sick/frail friends, neighbours and relatives.
- Drink plenty of water throughout the day, limiting alcohol, tea and coffee that could act as a diuretic.

- Keep yourself cool by using wet towels on your arms or neck, putting your feet in cool water and taking cool (not cold) showers or bathe to cool your body down.
- Spend as much time as required in air-conditioned buildings, such as shopping centres, libraries, cinemas or community centres.
- Do not leave children, adults or animals in parked vehicles.
- Wear lightweight, loose-fitting and light-coloured clothing.
- Stay indoors as much as possible or try to stay in shaded areas when outside.
- Avoid strenuous activity like sport, and gardening during the hottest part of the day.
- Watch or listen to news reports that provide more information during a heatwave.
- A list of venues within the municipality to stay cool, including Council libraries and community centres.

If you become unwell:

- Stop any activity and sit quietly in a cool place.
- Increase your fluid intake.
- Wet the skin with cool water or with wet cloths.
- Seek medical advice (your local GP or ring an ambulance) if you continue to feel unwell.

Refer to the Better Health Channel ([betterhealth.vic.gov.au](http://betterhealth.vic.gov.au)) heat stress and heat-related illness information for the most up-to-date key community messaging for the prevention of heat-related illness.

Hot weather can affect all members of the community, particularly those most vulnerable in an emergency. There are a number of areas in the Frankston municipality to keep cool and to seek assistance and medical help if required. A list of these centres can be found in **Appendix B – Informal cooler places**. This information will be posted on the Council website and distributed to the most at-risk groups.

### Educate stakeholders on their roles and responsibilities in the event of a heatwave.

Successful implementation of this plan is dependent upon key stakeholders understanding their role in the event of a declared heatwave in Frankston. Key stakeholders that deliver services to the most at-risk members of the community should also develop their own heatwave plans. Prompt action by stakeholders will ensure the impacts of heat on the elderly and the very young are minimised.

### Register of vulnerable facilities

Agencies servicing vulnerable persons and facilities where vulnerable persons are likely to be situated are listed within the Vulnerable Facilities area on the emergency management portal (EM-COP) accessible via the Emergency Management Team if required.

The Department of Families, Fairness and Housing - Vulnerable Persons Register (VPR) is also contained in Council's emergency management online portal, Crisisworks.

### Business continuity planning

Frankston City Council's business continuity plan focuses on the critical business functions and services that should continue to be provided to the community and/or internally for the organisation. The activation of Council's Business Continuity Plan and decisions regarding cross-organisational deployment of staff will be coordinated by the Chief Executive Officer.

## Response Strategies

Possible triggers for implementation of the response arrangements in this plan include:

- A request from the Control Agency
- Advice from the Bureau of Meteorology (BoM) of an impending heatwave or Department of Health (DH) Heat Health warning
- Identification that a heatwave is imminent or occurring.
- Any other circumstance as agreed by the Heatwave Working Group.

### Heatwave information and warnings

#### Heat wave forecasts.

The Bureau of Meteorology heatwave service includes:

- warnings of any severe or extreme heatwave within the next 4 days
- forecasts of heatwaves likely in the next 7 days.

Heatwave forecasts and warnings are generally issued from October until the end of March. Depending on conditions, the service may start earlier or run later.

The BoM also provide assessments, which show the severity of a heatwave over the previous 2 three-day periods.

#### Heat wave warnings.

A heatwave warning consists of 4 maps covering 4 three-day periods, extending out to 3 days in the future. The warning includes:

- expected maximum and minimum temperatures.
- when the heatwave will peak and/or ease
- a list of affected towns and communities within the warning area.

Action statements in heatwave warnings - the warnings include 5 sets of action statements that match the heatwave severity. These have been agreed with their partner health and emergency service agencies across Australia.

The warnings are issued at 3pm and can be found on the BoM's website, BoM weather app and through their telephone audio warnings service (Melbourne Metro 1300 711 168).

In response to a Bureau of Meteorology heatwave warning, the Department of Health will issue a heat health warning, which will contain a link to the Bureau's heatwave warning.

The Chief Health Officer may also issue a heat health warning, even if the Bureau does not, if they consider a heat health risk exists. This may occur if there is severe heat for only 2 consecutive days for example. The warning will detail the date of the event and the weather district affected.

### Activation

Victoria's emergency management arrangements promote the concept that emergency management arrangements are never formally activated; they simply respond and expand to meet the changing needs of an emergency. However, in the case of a heatwave there is likely to be some forewarning of an impending extended period of hot weather.

All members of the Heatwave Working group should subscribe to the Heat Health Warnings by the Department of Health which sends subscribers alerts for forecast extreme heat or heatwave

conditions which are likely to negatively affect human health. Each business area is to determine their level of response.

At the time of notification of extreme temperatures, the MEMO, along with the MRM and representatives of the working group shall determine the most appropriate strategy to respond.

### Heatwave response action plan (internally available document only)

The Heatwave Response Action Plan (**Appendix C**) lists the actions that may be implemented by Council in the event of a heatwave to increase the safety of staff and the community. The decision to implement some or all of these actions will depend upon:

- The severity, length and nature of the heatwave.
- The community's ability to protect itself from the effects of the heatwave; and
- The success of the information dissemination activities in the lead up to the heatwave event.

Consideration may also need to be given to calling a meeting of the Heatwave working group if the predicted extent or intensity of the heatwave requires a coordinated approach.

## Recovery strategies

Frankston City Council emergency management staff shall continue to encourage key health messages for the community out through our communication channels. Any learnings identified internally or externally will be investigated for viable solutions so we "do better next time".

Recovery strategies for the community are managed through the arrangements covered off in the Municipal Emergency Management Plan.

## References and resources

This document should be read in conjunction with the Municipal Emergency Management Plan and where regarded internally, along with the Catastrophic Fire Danger Day Procedure and Action Plan.

Name of document or weblink	Internal/External
<a href="#">Municipal Emergency Management Plan - Frankston City Council</a>	external
Catastrophic Fire Danger Day Procedure and Action Plan	internal
<a href="#">Heatwave – Emergency Prepare</a>	external
FCC – Family Health Support Services– Extreme heat guidelines	internal
<a href="#">Extreme heat - Better Health Channel</a>	external
<a href="#">Emergencies - coping without gas or electricity - Better Health Channel</a>	external
<a href="#">Subscribe to alerts, advisories and newsletters   health.vic.gov.au</a>	external
<a href="#">Heatwave services (bom.gov.au)</a>	external
FCC – HR – Working in adverse weather conditions	internal
FCC – HR – SunSmart procedure	internal

## Maintenance and Storage

### Format and storage of the Plan

This document will be stored in Council's internal document management system ReM as well as being made available to stakeholders as required. This abridged version (minus the internal Council operational functions) as a public facing document will be published on the Council website.

### Maintenance and review responsibilities

To ensure this Plan remains contemporary, the Emergency Management Team in collaboration with the working group are responsible for updating either:

- annually in full
- after a major heat event where the Plan has been activated and learnings established.
- where the Plan has been exercised.

### Document control.

In 2022 the Municipal Emergency Management Plan (MEMP) underwent a major update to change its structure and refine and update its contents to align with the Emergency Management Legislation Amendment Act.

Documents previously Sub Plans to the MEMP no longer complied with planning guidelines and were deemed "complementary plans" due to the arrangements detailed being Frankston City Council centric.

Changes to this document and the former Attachment D to the MEMP, both minor and major amendments are recorded in the below table.

No.	Date	Summary of Amendments
1)	21 Nov 2018	Changes to sub-plan structure and formatting to align with rest of MEMP update, changes to the content as per discussions at the Heatwave Planning Committee meeting on 18 October 2018 and endorsed by the MEMPC.
2)	25 Feb 2019	Finalising Attachment D following Council adoption at their 18 February 2019 Ordinary Meeting.
3)	19 Dec 2019	Few minor wording changes following a review by the Heatwave Sub-plan Committee at their 17 October 2019 meeting. Changes also include an update to the frequency of exercising this plan in Section D6. Changes endorsed by the MEMPC at their 12 November 2019 meeting.
4)	March 2024	Reformatting of the Plan to align with EM Planning legislation changes and to provide contemporary and up to date information with new Council branding.



## Appendix A- Heatwave glossary

Heat cramps	Usually muscle pains or spasms, commonly occurring in the abdomen, arms or legs and may be a symptom of heat exhaustion. Heat cramps may occur after strenuous activity in a hot environment, when the body gets depleted of salt and water.
Heat exhaustion	Usually muscle pains or spasms, commonly occurring in the abdomen, arms or legs and may be a symptom of heat exhaustion. Heat cramps may occur after strenuous activity in a hot environment, when the body gets depleted of salt and water.
Heat stroke	A life-threatening emergency. It occurs when the body is unable to prevent its temperature rising rapidly. The symptoms may be the same as for heat exhaustion, but the skin may be dry with no sweating, and the person's mental condition worsens. They may stagger, appear confused, have a fit or collapse and become unconscious.
Heat islands	Heat islands form in urban and suburban areas because many common construction materials absorb and retain more of the sun's heat than natural materials in less developed rural areas. The temperature difference is normally more pronounced at night than during the day.
Those susceptible to extreme heat – vulnerable communities	Any person or group of people at greater risk of heat-related impacts due to greater exposure (hotter temperatures), physical characteristics that make them prone to heat-related illness (chronic disease, mental health, old-age), or socio-economic circumstances that limit their capacity to respond (low-income, lack of transport, tenancy, social networks).
Extreme heat	Defined by the Climate Council as temperatures 40°C and over
Heat wave	Defined by the Australian Bureau of Meteorology as a period of three or more consecutive days of high maximum and minimum temperatures which are unusual for that location.

## Appendix B – Informal cooler places

Place	Address	Telephone	Opening hours
<b>Libraries</b>			
Frankston Library	60 Playne street Frankston	03 9784 1020	Monday 9am-7pm Tuesday 9am-7pm Wednesday 9am-7pm Thursday 9am-7pm Friday 9am-7pm Saturday 10am-4pm Sunday 10am-4pm *First Tuesday of each month, library Opens at 12pm
Carrum Downs Library (& Lyrebird Community Centre)	203 Lyrebird Drive Carrum Downs	03 8773 9539	Monday 10am-6pm Tuesday 10am-6pm Wednesday 10am-6pm Thursday 10am-10pm Friday 10am-6pm Saturday 10am-1pm Sunday 1pm-4pm *First Tuesday of each month, library Opens at 1pm
Seaford Library (& Seaford Community Centre)	Seaford Community Centre 1/6 Broughton Street, Seaford	03 9784 1048	Monday 9am-5pm Tuesday 9am-5pm Wednesday 9am-5pm Thursday 9am-5pm Friday 9am-5pm Saturday 9am-12pm Sunday Closed *First Tuesday of each month, library Is closed
<b>Swimming pools</b>			
Peninsula Aquatic Recreation Centre (PARC)	Corner Cranbourne Road & Olive Grove Frankston	03 9781 8444	Monday 5:00am-9pm Tuesday 5:00am-9pm Wednesday 5:00am-9pm Thursday 5:00am-9pm Friday 5:00am-9pm Saturday 7am-7pm Sunday 7am-7pm
Pines Forest Aquatic Centre	Forest drive, Frankston North	03 9786 4568	Monday 6am-7pm Tuesday 6am-7pm Wednesday 6am-7pm Thursday 6am-7pm Friday 6am-7pm Saturday 8am-6pm Sunday 8am-6pm

Place	Address	Telephone	Opening hours
<b>Community Centres</b>			
Frankston North Community Centre	26 Mahogany Avenue Frankston North	03 8773 9545	Monday 9am-5pm Tuesday 9am-5pm Wednesday 9am-5pm Thursday 9am-5pm Friday 9am-5pm Saturday Closed Sunday Closed
Frankston South Community and Recreation Centre	55 Towerhill Road Frankston South	03 9293 7122	Monday 9am-5pm Tuesday 9am-5pm Wednesday 9am-5pm Thursday 9am-5pm Friday 9am-5pm Saturday Closed Sunday Closed
Karingal Place Neighbourhood Centre	103 Ashley Avenue Frankston	03 8786 6650	Monday 9am-5pm Tuesday 9am-5pm Wednesday 9am-5pm Thursday 9am-5pm Friday 9am-5pm Saturday Closed Sunday Closed
Belvedere Community Centre – Healthy Futures Hub	151 East road Seaford	03 9776 8922	Monday 9am-3:30pm Tuesday 9am-3:30pm Wednesday 9am-3:30pm Thursday 9am-3:30pm Friday 9am-3:30pm Saturday Closed Sunday Closed
Ebdale Community Hub	20 Ebdale Street Frankston	03 9293 7102	Monday 9am-5pm Tuesday 9am-5pm Wednesday 9am-5pm Thursday 9am-5pm Friday 9am-5pm Saturday Closed Sunday Closed
Langwarrin Community Centre	2 Lang Road Langwarrin	03 9789 7653	Monday 9am-5pm Tuesday 9am-5pm Wednesday 9am-5pm Thursday 9am-5pm Friday 9am-5pm Saturday Closed Sunday Closed

Place	Address	Telephone	Opening hours
Orwill Street Community Centre	16 Orwill Street Frankston	03 9783 5073	Monday 9am-3pm Tuesday 9am-3pm Wednesday 9am-3pm Thursday 9am-3pm Friday 9am-3pm Saturday Closed Sunday Closed
<b>Cinemas</b>			
Village Karingal	197 Karingal Drive Frankston	1300 555 400	Daily 10am-midnight
Hoyts Frankston	21 Wells Street Frankston	03 9026 9940	Daily 10am-9:30pm
<b>Shopping Centres</b>			
Bayside Shopping Centre	2 Olsen Street Frankston	03 9771 1700	Monday 9am-5:30pm Tuesday 9am-5:30pm Wednesday 9am-5:30pm Thursday 9am-9pm Friday 9am-9pm Saturday 9am-5pm Sunday 10am-5pm
Karingal hub	330 Cranbourne Road, Karingal	03 9789 1192	Monday 9am-5:30pm Tuesday 9am-5:30pm Wednesday 9am-5:30pm Thursday 9am-9pm Friday 9am-9pm Saturday 9am-5pm Sunday 10am-5pm
Carrum Downs Shopping Centre	100 Hall Road Carrum Downs	03 9782 6000	Monday 8am-10pm Tuesday 8am-10pm Wednesday 8am-10pm Thursday 8am-10pm Friday 8am-10pm Saturday 8am-8pm Sunday 8am-8pm
Gateway Langwarrin	230 Cranbourne-Frankston Road Langwarrin	03 5977 8202	Monday 9am-5:30pm Tuesday 9am-5:30pm Wednesday 9am-5:30pm Thursday 9am-9pm Friday 9am-9pm Saturday 10am-5pm Sunday 10am-5pm



