

# CERA



Community Emergency Risk Assessment



## **CERA Online User Guide – Version 2**



This user guide is available for viewing online:

Website: [ses.vic.gov.au](https://ses.vic.gov.au)



## Acknowledgement of Traditional Owners



The Victoria State Emergency Service respectfully acknowledges Aboriginal and Torres Strait Islander people as the Traditional owners of the land throughout Victoria and acknowledges their ancestors and elders, past, present and emerging.

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## Purpose

The purpose of the Community Emergency Risk Assessment (CERA) Online User Guide (The Guide) is to raise awareness of the CERA Enhancement Project and to provide instruction on how to use CERA Online, as all participating municipalities will undertake future risk assessments using CERA Online.

CERA has undergone an enhancement process to replace the previous Excel spreadsheet format with a cloud based online platform. This transition will deliver improvements to the accountability of mitigation activities in the planning phase of emergency management Municipal Emergency Management Planning Committees (MEMPCs). It will assist to monitor and track progress of mitigation activities across any desired timeframe, provide an efficient and effective risk reporting process and visibility to compare data with other councils.

The current scope of the project has incorporated the design, development, customisation and configuration of the CERA Online tool. Subsequent phases of the project may be undertaken where future enhancements have been identified to ensure the product continues to meet user requirements.

## Audience

The primary audience of The Guide are VICSES staff, significantly the Operations Officer – Emergency Management (OOEM), municipality personnel and emergency management agencies within a MEMPC undertaking a CERA review.

The secondary audience of The Guide includes any council personnel directed to review the data and perform data analysis to create emergency management reports.

## Platform links

The Guide links to the key platform that provides access to the risk assessment process, data and functionality:

- [CERA Online](#)

## Supporting resources

Further information in relation to the project and supporting documents are available at:

- [Hub – CERA Online](#)
- [VICSES Website – CERA Online](#)
- [EMV resource library](#)
- [EM-COP library](#) – EM Arrangements

## Guide updates

The Guide will be reviewed and updated regularly by VICSES Emergency Management Planning when new and additional information and enhancements are acquired.



## CERA

CERA is an all hazards risk assessment tool which aims to identify, mitigate and reduce risk. It provides MEMPCs with a framework for considering and improving the safety and resilience of their community from hazards and emergencies, enabling collaborative risk treatment plans and emergency preparedness measures.

The CERA Online tool assists to identify and prioritise emergency risks that are likely to create most disruption to communities. The assessment helps users to identify and describe hazards and assess impacts and consequences based upon the vulnerability or exposure of the community or its functions.

The outputs of the assessment process can be used to inform emergency management planning, introduce risk action plans and ensure that communities are aware of and better informed about hazards and the associated emergency risks that may affect them.

### How does it work?

The CERA approach combines hazard information and intelligence from a number of sources in order to gain a clear understanding of the elements that define 'risk' within a specific area. These sources include:

- existing 'single hazard' risk assessments, (e.g., the Victorian Fire Risk Register (VFRR), Integrated Fire Management Planning (IFMP) and Flood studies);
- new or existing community profile information, (e.g., Part 2 of Municipal Emergency Management Plans;
- subject matter experts and local community representatives.

Integral to the success of the process are the in-depth discussions that occur between experts, decision-makers and community representatives. The CERA meeting format is designed to promote a collaborative discussion between agencies, experts and community representatives on the ways in which various hazards may affect important assets, values and functions for a defined 'community of interest'. This format enables participants to then identify underlying weaknesses, consequences and long term impacts that may not have been uncovered if discussed in isolation.

During these discussions, participants respond to a number of questions about the defined community, enabling them to describe the factors (i.e., Hazard, Exposure, Vulnerability) that contribute to a particular risk. Participants work to identify key risks by responding to these questions and collectively discussing the issues that arise.

By developing an understanding of the likely impacts and factors that underlie exposure and vulnerability, participants are better placed to describe within their Municipal Emergency Management Plan (MEMP) how they will treat these risks or cope with impacts.

### How are risk assessments performed?

Municipalities, agencies and community members should all be engaged as part of the CERA process. The risk assessments are performed under the guidance of a VICSES facilitator at Municipal Emergency Management Planning Committees (MEMPC) level and used to inform their planning, mitigation and response to all hazards. The integrity of the risk assessment outcomes is reliant on having the relevant subject matter experts and agencies in the room to provide key information, guide discussions and assist with validating risks.



## What does this mean for your role?

All MEMPC personnel undertaking a CERA can be provided with access to CERA Online during the meeting to undertake the risk assessment process. To streamline this process, any pre-existing data has been migrated into CERA Online to support a smooth user experience. CERA meetings will provide a good opportunity to check and amend any inaccurate data from the migration.

The VICSES OEM facilitating the meeting will have editing rights to CERA Online, along with other personnel at the discretion of the OEM to support with data updates and input.

As the tool is online, it is easily accessible, with all data available for live viewing as guided by the meeting or for additional research to support discussion.

## Confidentiality of personal information

CERA Online users are required to provide VICSES administration with their personal information including name and email address. This personal information is displayed in the administration component of the portal and therefore only available to VICSES administration.



# **CERA Online**



# CERA Online access

CERA Online is accessible via the VICSES website. Links redirecting to the VICSES web page are also available via the EMV resources library and EM-COP library. Clicking on the web links below will take you to the web pages displaying the CERA Online link and other valuable information available to you.

**NOTE: If you do not have a CERA Online account please contact your VICSES OEM in the first instance to discuss your user access, alternatively follow the registration process below.**

## VICSES website:

- [CERA](#) (How to find this page from the VICSES home page: Emergency Management Sector > Community Emergency Risk Assessment (CERA)).



- Clicking on the logo redirects to the CERA Online login page.
- If you do not have a CERA Online account please contact your VICSES OEM in the first instance.

## EMV website:

- [EMV](#) (How to find this page from the EMV home page: Responsibilities > Emergency Management Planning > Emergency Management Planning Resource Library > Municipal level resources)
- Clicking on the CERA link redirects to the VICSES CERA web page.
- If you do not have a CERA Online account please contact your VICSES OEM in the first instance.

## EM-COP platform:

- [EM-COP](#) (How to find this page from the EM-COP home page: Library > EM Arrangements > Municipal Risk Assessments (CERA Online)).
- Clicking on the CERA Online link redirects to the VICSES CERA web page.
- If you do not have a CERA Online account please contact your VICSES OEM in the first instance.





## Register

- Click on **Register** in the top right hand corner and complete the simple form. Please note all fields are mandatory.
- Email address – use the email address associated to your role.
- Password – create a password that you will use to log in to CERA Online.
- Municipality – select one or multiple municipalities you will require access to.
- User access options available:
  - Read only – access to view risk assessment summaries, outputs, documents and maps relative to the municipality assigned to users.
  - Edit – access to view and edit all data relative to the municipality assigned to users. The VICSES OEM will confirm this access and will facilitate editing to ensure data is only amended under guidance and as required.
- Identify the reason why you require access, i.e. role within the MEMPC or subject matter expert required to attend CERA meetings.

An email will be sent to the VICSES administration team who will discuss access authorisation with the VICSES OEM; you will then be notified of the outcome by email.

## Victoria State Emergency Service

CERA [Login](#) [Register](#)

Register All fields are mandatory

Name

E-Mail Address


Password   
Password must be 10-20 characters long, and include a number, a symbol, a lower and an upper case letter, and must not contain spaces, name, username or email.

Confirm Password

Municipality

User access

Reason

I'm not a robot   
reCAPTCHA  
Privacy - Terms



## Login

- Once access has been confirmed you are a registered user; use the email address and password you created during the Registration process (above) to login.
- If you forget your password, select **Forgot Your Password** to reset.

Login

E-Mail Address

Password

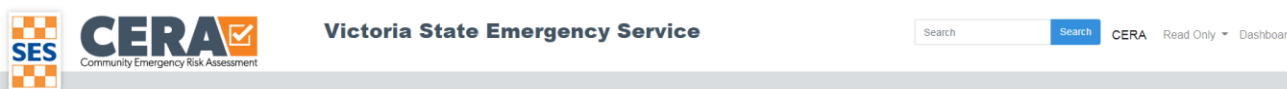
Remember Me

[Forgot Your Password?](#)

## Screen components

### Ribbon

The ribbon along the top of each page provides several links back to the Dashboard, a search tool and logout:



### Search

- Type a word in the search tool.
- Search results allow you to further refine the search term by Municipality, Risk category and Confidence in risk rating.
- Summaries of municipality risks can be viewed on this page or click on the search term highlighted in yellow ('Landslide' in the screen shot below), to redirect to the municipality risk dashboard summary. The dashboard summary opens in a new browser window allowing you to cross reference searches and information.
- The **Save result** facility allows you to save the current search, a link is then made available under the **Bookmarks** menu tab.
- Search results can also be exported to an excel spread sheet.



# Search

## Refine search

Municipality

Colac-Otway Shire 2

Show more

Risk category

Natural Disasters 2

Confidence in risk rating

Medium 2

Search by algolia

Save result Export

Q landslide

X

2 results found in 3ms

### Landslide

Confidence in Risk Rating Medium

Risk Rating High

Municipality Colac-Otway Shire

Rationale There have been a number of landslides within the Shire and along the Great Ocean Road over the last few years. In January / February 2011 there were over 150 reported landslides which closed the Great Ocean Road between Lorne and Apollo Bay. Approximately 140 landslides occurred along the Great Ocean Road between Lorne & Skenes Creek in September to November 2016 after 100mm of rain fell over a 48 hour period in the region. There are a number of other areas within the Colac Otway Shire that are susceptible to landslides, some of these areas are: Apollo Bay, Wye River, Skenes Creek, Kennet River etc.

Show less

Causes

Owners

## Print

- Right click anywhere on the screen to print the page to PDF.

### Banyule City

#### Current Risks

Hazard	Due date	Mitigation action status	Options
Urban Fire	2018-03-25	draft	View Edit Delete
Bushfire/ Grassfire	2016-08-05	draft	View Edit Delete
Public health	2016-08-05	draft	View Edit Delete
Transport accident	2016-08-05	draft	View Edit Delete
Civil disturbance and Mass gathering events	2016-08-05	draft	View Edit Delete
Essential Services Disruption	2020-11-30 13:28:00	Medium	View Edit Delete

- Back Alt+Left arrow
- Forward Alt+Right Arrow
- Reload Ctrl+R
- Save as... Ctrl+S
- Print... Ctrl+P
- Cast...
- Create QR code for this page
- Translate to English
- View page source Ctrl+U
- Inspect Ctrl+Shift+I

Add new risk assessment



## Read Only access

**Read Only** users will be able to automatically view the data for the municipalities they are registered to access. However, Read Only users can view other municipalities' summary data by using the search functionality.

The menu available includes the following, each of which are defined in more detail below:

- Dashboard
- Risk Assessment
- Map
- Outputs
- Documents
- Bookmarks

## Edit access

**Edit** access will be able to automatically view, edit and update the data for the municipalities they are registered to access.

The menu available includes the following, each of which are defined in more detail below:

- Dashboard
- Risk Assessment
- Map
- Outputs
- Documents
- Bookmarks

## Dashboard and Risk Assessment

**Dashboard** and **Risk Assessment** tabs display the list of municipalities available for viewing. The content includes the current risks identified for the municipality and a dashboard summary that displays the hazard assessment, collaboration, causes, impacts and mitigations.

If a list of municipalities is not visible or inaccurate it may mean the municipalities have not been assigned to your access correctly, please contact your OEM for assistance.

- On login the Dashboard menu is highlighted.
- Click on the **Municipality name** (blue text) to view the current risk assessments for that municipality.
- Click **Dashboard** to return to the list of municipalities at any time.



Dashboard

- Risk Assessment
- Map
- Outputs
- Documents
- Bookmarks

## Select a municipality

**Municipality name**

[Banyule City](#)

[Greater Geelong City](#)

Back

Dashboard

Risk Assessment

- Map
- Outputs
- Documents
- Bookmarks

## Select a municipality

**Municipality name**

[Banyule City](#)

[Greater Geelong City](#)

Back



- Select View to display the Dashboard Summary, this includes the Hazard Assessment, collaboration, causes, impacts and mitigations.
- Select View past cycle risks to view a list of previous risk reviews.

Dashboard

**Risk Assessment**

Map

Outputs

Documents

Bookmarks

## Banyule City

### Current Risks

Hazard	Date last updated	Risk rating	Mitigation action status	Due date	Options
Bushfire/ Grassfire	2020-11-30 13:28:01	High	draft	2016-08-05	<a href="#">View</a>
Public health	2020-11-30 13:28:01	Extreme	draft	2016-08-05	<a href="#">View</a>
Urban Fire	2020-11-30 13:28:01	High	draft	2018-03-25	<a href="#">View</a>
Transport accident	2020-11-30 13:28:00	High	draft	2016-08-05	<a href="#">View</a>
Civil disturbance and Mass gathering events	2020-11-30 13:28:00	Medium	draft	2016-08-05	<a href="#">View</a>
Essential Services Disruption	2020-11-30 13:28:00	Medium	draft	2016-08-05	<a href="#">View</a>
Bushfire/ Grassfire	2020-11-30 13:27:59	Medium	draft	2016-08-05	<a href="#">View</a>
Extreme Temperatures (heat and cold)	2020-11-30 13:27:59	High	draft	2016-09-19	<a href="#">View</a>
Civil disturbance and Mass gathering events	2020-11-30 13:27:59	High	draft	2016-08-05	<a href="#">View</a>

[Back](#) [View past cycle risks](#)

Dashboard

**Risk Assessment**

Map

Outputs

Documents

Bookmarks

## Banyule City

[Back](#)

**Hazard** Bushfire/ Grassfire

**Review date** 2016-08-05

**Hazard description** Bushfire - large regional occurring in or abutting and impacting Banyule- including the Plenty Gorge Precinct could cause widespread loss of life and property/asset loss; inhibit road access/egress. May require long term recovery of the Built, Economic, Social and Environmental values.

**Rationale** Bushfire seasons are generally restricted to the summer months during late December–February. The Fire Danger Period (FDP) is therefore introduced to reduce the risk of fire, and enforced generally from November to early April depending on weather conditions. Years of significant fires 1963, 1978 (x2), 1980, 2009

Dashboard Summary	
Hazard Assessment	
Confidence in Risk Rating	High
Residual Risk Rating	High
Maximum Foreseeable Consequence	4.2

- A history of edits to any given risk assessment can be accessed by users with EDIT access by selecting Edit and scrolling to the bottom.



# Banyule City

## Current Risks

Add new risk assessment

Raise an issue

Hazard	Date last updated	Risk rating	Mitigation		Options
			action status	Due date	
Civil disturbances	2021-08-02 13:33:09	Medium	draft	2016-08-05	<p>View</p> <p>Edit</p> <p>Delete</p>

years.

Additional comments

Paragraph **B** *I*

### Last 10 edit history

Updated date	Updated by	Action	Updated link	Context
2021-08-02 13:33:12	Alison Napier	updated	<a href="https://cera.ses.vic.gov.au/plans/1022/risks">https://cera.ses.vic.gov.au/plans/1022/risks</a>	App\Result
2021-08-02 13:33:09	Alison Napier	updated	<a href="https://cera.ses.vic.gov.au/plans/1022">https://cera.ses.vic.gov.au/plans/1022</a>	App\Plan

Back Save and continue

### Text Editing

All text editing spaces within CERA Online have basic text styling options including **bold**, *Italics*, bullet points, and numbered lists.

**Hyperlinks** can also be set by highlighting a word or phrase and clicking the Link button situated next to the Italics button. A web link can then be inserted into the text box that opens and confirmed by clicking the tick.

Hyperlinks will be shown with **blue** text.



## Geography

Paragraph **B** *I*

Topography Bass Coast is located in south-eastern Victoria, about 130 kilometres south-east of Melbourne. It is bounded by Western Port in the north and west, [Cardinia Shire](#) in the north-east, South Gippsland Shire in the east and Bass Strait in the south. Bass Coast is a rural, residential and holiday area. The major towns are Wonthaggi, Cowes, Inverloch, San Remo and Grantville. The major industries are tourism and agriculture, particularly cattle and sheep grazing. Major natural features include: Phillip Island & Churchill Island, Seal Rocks, The Nobbies, Mutton Bird Colony & Rookeries, [Cape Bass Coast Walk](#), [Bass Coast Rail Trail](#), Bunurong Marine National Park, Cape Woolamai

Link URL

diverse coastlines with major natural resources including Anderson Inlet, Bass River, Poallett River and Tarwin River, the [Phillip Island Nature Park](#), and other heath and bushland reserves. Bass Coast is also part of the internationally recognised Mornington Peninsula and Western Port Biosphere Reserve.

### Raise an Issue

The **Risk Assessment** tab also contains the Raise an Issue button.

- This button provides a linkage to Regional Emergency Management Planning Committees (REMPCs) by allowing the user to send an email to a single known member of a REMPC or multiple members.

## Banyule City

### Current Risks

[Add new risk assessment](#) [Raise an issue](#)

Hazard	Mitigation				Options
	Date last updated	Risk rating	action status	Due date	





# Raise an issue

## Banyule City

Select from template

Select a risk

Other (specify)

Email addresses (separated by ',')

Subject

Description

Paragraph **B** *I* @ :: := ↶ ↷

[Send issue](#) [Back](#)

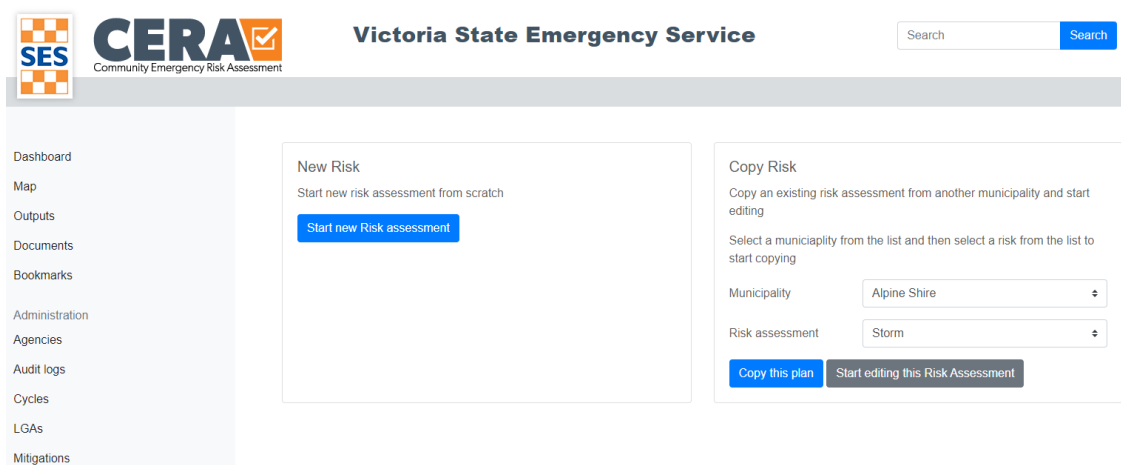
Users may choose to write their own email or choose from a number of templates to edit. Further fields provide more information on what the issue regards.

When Send Issue is selected, an email is sent to the chosen addresses from the CERA system.

## Copy Risk Assessments for Cluster Municipalities

When a user selects to create a new risk assessment, a new option is available to copy a risk assessment from another municipality.

- Selecting a municipality and risk assessment and clicking Copy will cause Start Editing this Risk Assessment to appear. Clicking this will start a new risk assessment in your municipality, containing the data from the municipality you selected.
- Users are required to review each section individually to ensure relevant data is edited to fit the municipality you are creating the risk assessment for.
- At the bottom of each section Mark this Section as Reviewed checkbox must be checked to be allowed to move through the risk assessment.





## Review and Due Date Notification Emails for Risk Assessments and Mitigation Actions

Risk assessments now have the option to email individuals or groups at set dates as reminders for risk reviews or mitigation action reminders.

- For risk assessment reminders, when entering risk data, a Add new email notification? checkbox is available.
- Checking this will allow you to enter email addresses for notifications to be sent to and the date will automatically be set to 3 years from the date the user is editing the risk assessment. This can be changed to any date desired.
- For mitigation actions, in the mitigations section of the risk assessment, a similar checkbox will be available. No date will automatically be set.
- Should you require multiple notifications to be sent at different dates, you can add a notification for a single date and continue to add further notifications.

3.00	4.00
Mitigation / Control Effectiveness	Residual Risk Rating
3.20	High

Other Municipalities Collaboration

State Agency Collaboration

Key control agencies and/or organisations

Key support agencies and/or organisations

Add new email notification ?

Email address

16/02/2026

## Map

The Map interface provides multiple map layers from various data sources to compare risks and risk ratings across the state and to assist with discussion and decision making.

- Use **Filter Risk Assessment** to view the data across the state by selecting a hazard(s) and risk rating; this can be filtered to a particular area but filtering by municipality or multiple municipalities.
- Not selecting a risk rating will show filtered risks for selected municipalities at all risk levels. The same applies for hazards with all hazards displayed if no filters are selected.
- Hazards on the map are displayed by icons. All major hazards have specific icons with all others identified with a generic “!” symbol.

### Filter Risk Assessment

Municipalities

Alpine Shire East Gippsland Shire Towong Shire

Hazards

Storm Bushfire/ Grassfire

Risk Rate

High

Show Risk Assessments



- Where multiple hazards exist in a municipality, icons will be collapsed with a number showing the total number of risks. When clicking on a collapsed hazard, icons will expand into a rosette.
- Selecting a hazard will provide some basic information with a link to each hazards respective risk assessment.



The **Print** button, located at the top right of the map page, allows the user to export the map view into a PDF, PNG or JPG file format, A4-A2 paper size, landscape and portrait, and with the addition of notes.

- Clicking Generate Link will provide a link to open the generated file in a new tab to save to your computer or print.



Print Map

Add notes (optional)

Additional notes to be printed on map page

Format: PDF

Paper Size: A4

Paper Orientation: Landscape

Generate link

Notes

Your notes here

- Click **Return to CERA** to exit out of maps and return to the dashboard screen.
- Select **Click Here** to open **Navigation instructions** for further information on getting started and using the map. This also identifies what the various icons do on the page.

Save Print Legend Tools Read Only

Location

- Local Government Areas
- VICSES Regions

Terrain

Land use

Fire

Flood

Earthquake

Landslide

Traffic

Environment

Climate

Demographics

Socio-economic indexes

Infrastructure

Boundaries

Hints and Information

Introductory information and getting started using the map. [Click Here](#)

+ Add layer



### Navigation instructions

There are several ways to navigate around using the map interface, your pointer device (mouse) and your keyboard.

- Double-click on the map to zoom in
- Click and drag to pan around the map
- If your mouse has a scroll-wheel, you can use this to zoom in and out.
- Hold the SHIFT key down and draw a box on the map to zoom into the specified area.
- You can also use the '+'/- icons in the top left hand corner of the map to zoom.

### Zoom in and out

There are multiple ways to zoom in and out:

- Zoom in and out: scroll the mouse wheel up and down.
- Zoom in only: double left-click the mouse over the area you would like to zoom in.
- Zoom to a selection: hold down the shift-key and left-click and hold the mouse button then drag a rectangle over the map area.
- Zoom buttons: press the zoom in or out button in the top left hand corner of the map (Figure 1)



Figure 1

### Pan the map

- Pan/move the map left-click and hold mouse button in map area and drag the mouse in any direction.

Tip - Turn layers off to speed up navigation. The more layers you have turned on, the longer it will take for everything to load each time you zoom or pan.

### Search by address

## Outputs

The Outputs page brings all the data together for viewing and downloading to excel spread sheets to support further documents and reports.



# Outputs page

<p><b>Consolidate data</b> View All Hazard Risk Consolidated data</p> <p><a href="#">View consolidated data</a></p>	<p><b>Graphs</b> CERA consolidated summary graphs</p> <p><a href="#">View graphs</a></p>	<p><b>Raw data</b> View All Hazard Risk Raw data</p> <p><a href="#">View raw data</a></p>
<p><b>Mitigations</b> View All Mitigation data</p> <p><a href="#">View mitigation data</a></p>	<p><b>Aggregation</b> View All Aggregate data</p> <p><a href="#">View aggregate data</a></p>	<p><b>Mitigation action</b> View Mitigation action</p> <p><a href="#">View mitigation action</a></p>

## Consolidate data

Filter a range of municipalities to view consolidated data of hazards and associated ratings from risk reviews.

- Using the drop down menus, select the required data from each list or start typing in the box to display relevant words.
- Click **Update list** to update and display the selected content.
- Select **Download** to produce an excel spread sheet displaying the consolidated data for further manipulation.

## All Hazard Risk Consolidated data

[Back](#)

Municipality:

Risk category:

Risk:

Residual Risk Rating:

Current/ Archived:

[Update list](#)

Region	Municipality	Hazard category	Emergency hazard	Rating confidence	Residual Risk Rating	Date reviewed
Gippsland (East)	Baw Baw Shire	Natural Disasters	Bushfire/ Grassfire	High	High	2020-05-01
Gippsland (East)	Baw Baw Shire	Natural Disasters	Landslide	Medium	Medium	2017-04-11
Gippsland (East)	Baw Baw Shire	Natural Disasters	Flood	High	High	2017-03-29

[Download](#)

## Graphs



- Filter the region, municipality and hazard category to display a pie and bar graph and heat map.

## CERA consolidated summary graphs

[Back](#)

Select options below to filter the data and display graphs for your region, municipality or hazard

Region	<input type="text" value="Gippsland (East)"/>
Municipality	<input type="text" value="Baw Baw Shire"/>
Hazard category	<input type="text" value="Select hazard category"/>
Hazard	<input type="text" value="Select hazard"/>
Current/ Archived	<input type="text" value="Show current plans"/>

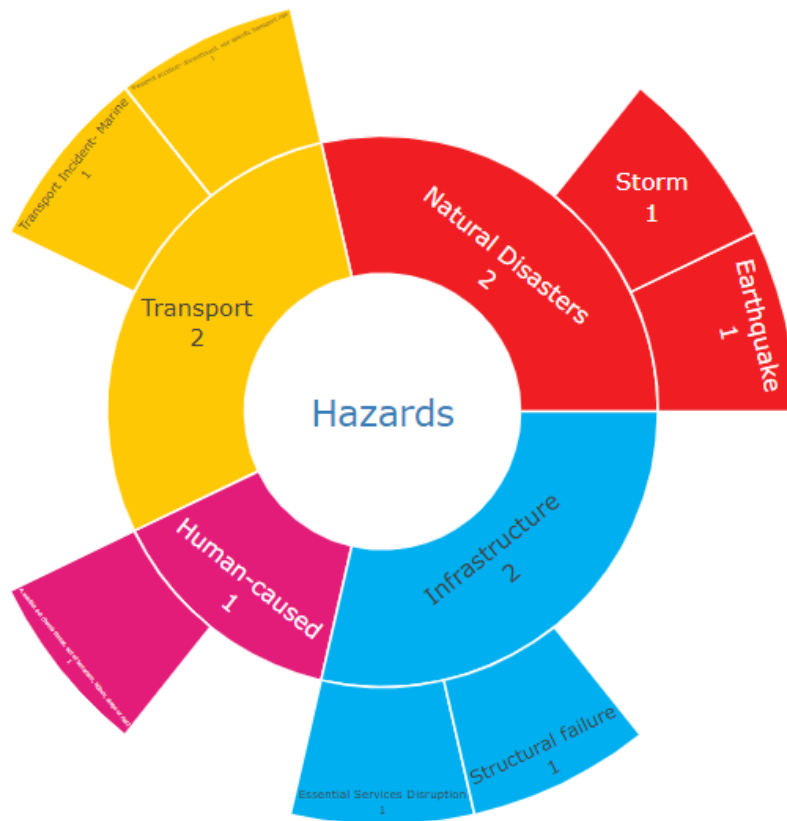
### Pie Chart

Count of hazard category:

- Hover over the pie chart to display the chart tools.
- Click on a hazard category on the chart to display an individual hazard category; click on the individual hazard to return the display to the former graph.



Count of hazard category



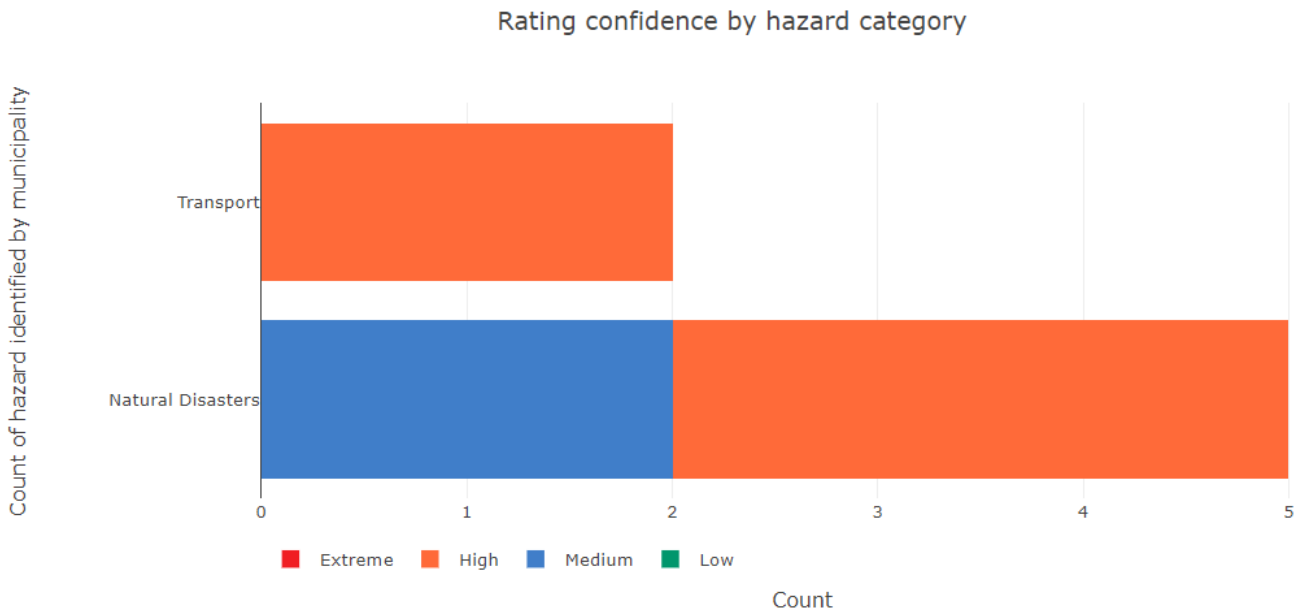
Natural Disasters	■ Earthquake - 1 ■ Storm - 1
Transport	■ Transport accident- discontinued, use specific transport risk - 1 ■ Transport Incident- Marine - 1
Human-caused	■ A warlike act (bomb threat, act of terrorism, hijack, siege or riot) - 1
Infrastructure	■ Essential Services Disruption - 1 ■ Structural failure - 1



## Bar chart

Displays rating confidence by hazard category:

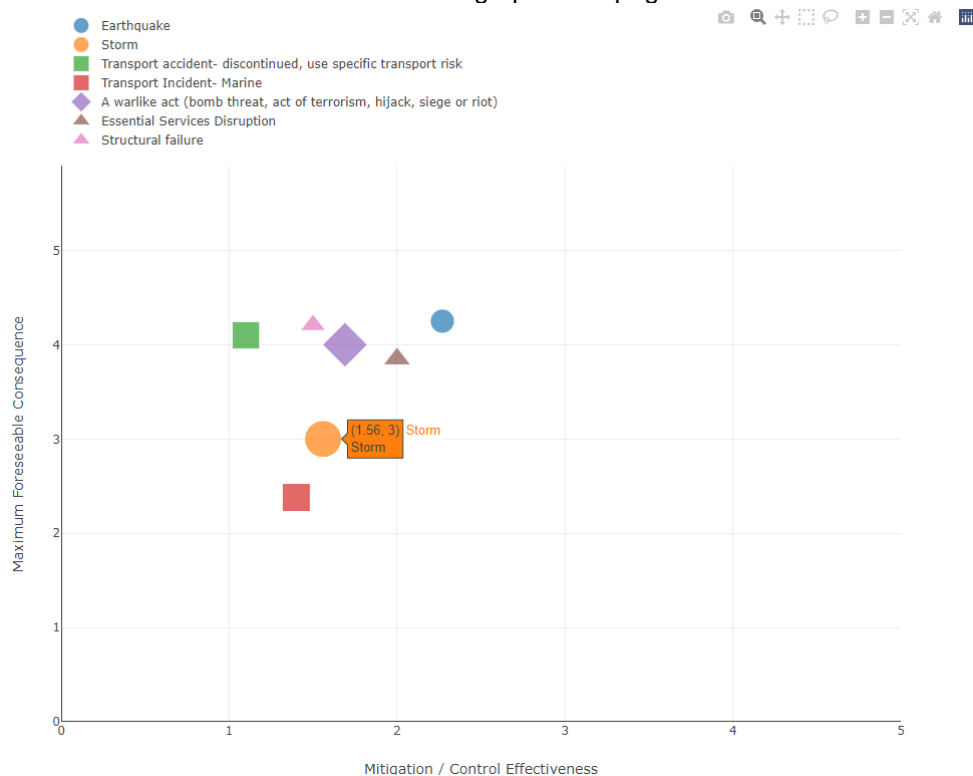
- Hover over the bar chart to display the chart tools and rating confidence by hazard categories.
- Select the camera icon to download the graph as a .png file.



## Heat map

Displays the connection between mitigation/control effectiveness and maximum foreseeable consequence:

- Hover over the heat map to display the heat map tools.
- Hover over the heat map symbols to display the hazards and axis details.
- Select the camera icon to download the graph as a .png file.







## Raw Data

Raw data displays all current and archived hazard risk data available throughout CERA Online for download.

- Select current or archived plans from the drop down menu, click on submit to display the raw data in a table format.
- Select **Download** to produce an excel spread sheet displaying the raw data for further manipulation.

**CERA** Community Emergency Risk Assessment  
Victoria State Emergency Service

Search

Dashboard  
Map  
**Outputs**  
Documents  
Administration  
Agencies  
Audit logs  
Bookmarks  
Cycles  
LGAs

### All Hazard Risk Raw data

Current/ Archived -- select an option -- Submit

VIC Region	Municipality	Hazard Category	Emergency Hazard	Ratings Confidence	Maximum Foreseeable Consequence	Current Mitigation	Residual Consequence	Likelihood	Residual Risk Rating	Date Reviewed
Grampians (Mid West)	Ballarat City	Natural Disasters	Bushfire/ Grassfire	High	4	2	3	4	High	2018-05-29
Grampians (Mid West)	Ballarat City	Natural Disasters	Flood	High	4	3	4	4	High	2018-05-29
Grampians (Mid West)	Ballarat City	Natural Disasters	Extreme Temperatures (heat and cold)	Medium	3.5	2	4	4	High	2018-05-29

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## Mitigations

Identified mitigations associated to risks and the owners of the mitigation can be viewed by municipality.

- Select one or a range of municipalities, risks and owner to view in a table format
- Select **Download** to produce an excel spread sheet displaying the data for further manipulation.

**CERA** Community Emergency Risk Assessment  
Victoria State Emergency Service

Search

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LGAs  
Mitigations  
Mitigation categories  
Municipalities  
Regions  
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Relationship types

### Mitigations

Municipality: Ballarat City

Risks: Select risks

Owner: Select region

Update list

Mitigation	Owner(s)	Date	Status
Weather forecasting and monitoring	• Bureau of Meteorology		
Building regulations			
Community education	• Victoria State Emergency Service • Catchment Management Authorities		
Public area maintenance			

Download



## Aggregation

This output exists to allow the user to view risk assessment data in one space, from multiple municipalities and hazards.

- Selecting one municipality and hazard at a time and clicking Add this Risk Assessment will add it to the report.
- Once you have added all risk assessments you wish to view, click Generate Report and the screen will populate.

## Get aggregate data

Back

Aggregated data

Select multiple municipalities and individual risks (risk mitigations are included) and produce an output that contains all underlying data

Municipality

Risk assessment

---

**Selected Risk Assessments**

Storm

Storm

Storm

## Mitigation Action

This output allows users to track the progress and status of mitigation actions identified within risk assessments.

- Selecting a municipality and clicking Get the Report will generate the report.
- This output can also be exported to excel, word or PDF.
- Mitigations are colour coded based on the time until their due date. **Green** = On track, **Yellow** = 3 months from due date, **Red** = Either risk assessment is due to be completed or is overdue.
- This output also shows which user updated the action last and on what date.



## Mitigation Tracking Shire of Barney

16-02-2023

Export to Word

Export to PDF

# Risk ID	Mitigation Action	Risk	Comment	Status	Start date	Due/ Review date	Last editor + edit date
1822	Community education	Extreme Temperatures (heat and cold)	Early warning of heatwave events with mitigation actions for the general public	Existing	08-10-2021		08-10-2021
1823	Insurance	Bushfire/ Grassfire			08-10-2021		08-10-2021
1825	Community education	Civil disturbances		New Started	15-10-2021	29-10-2021	15-10-2021
1836	Community alerts & warnings	Fire- Structural/ House fire	TEST	New Started	12-12-2022	31-01-2023	Sean O'Donoghoe 12-12-2022
1836	Community meetings	Fire- Structural/ House fire	TEST	Existing	12-12-2022	12-12-2022	Sean O'Donoghoe 12-12-2022
1836	Agriculture management	Fire- Structural/ House fire	TEST		12-12-2022	12-12-2023	Sean O'Donoghoe 12-12-2022
1840	Emergency Services Response Framework	Transport accident- Aircraft	TEST	New Not Started	07-02-2023	08-05-2024	Sean O'Donoghoe 07-02-2023

## Documents

Read Only users have the ability to upload new documents and download any previously uploaded.

- Dashboard
- Risk Assessment
- Map
- Outputs
- Documents**
- Bookmarks

### Current documents

[Add new document](#)

File Name	Title	Risk assessment	Municipality	Date created	Options
2020 - CERA - Logo.png	CERA logo	Banyule City Bushfire/ Grassfire	Banyule City	2021-01-19 16:36:22	<a href="#">Download</a>

## Bookmarks

Bookmarks are a list of saved search results using the search functionality:

- Using the **Search** functionality creates a screen with all data including the search term.
- A **Save result** facility allows you to save the current search, a link is then made available under the **Bookmarks** menu tab to refer to again.



- Dashboard
- Risk Assessment
- Map
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- Bookmarks

**Refine search**

- Municipality
- Surf Coast Shire 7
  - Cardinia Shire 4
  - Moynce Shire 4
  - Ballarat City 2
  - Baw Baw Shire 2
  - Colac-Otway Shire 2
- 

- Risk category
- Natural Disasters 38
  - Human-caused 2
  - Infrastructure 2
  - Technical 1

Confidence in risk rating

Search

44 results found in 6ms

**Landslide**

Confidence in Risk Rating **Low**

Risk Rating **Medium**

Municipality: Glenelg Shire

**Rationale** Geoscience Australia reports that landslides in Australia have caused fatalities, environmental degradation and millions of dollars damage to buildings, roads, railways, pipelines, communication networks and agricultural land. Since 1842, there have been 100 recorded landslide events which have resulted in the death of 105 people and injury to 129 (National Landslide Database, 2007). Although many of these landslides have resulted from natural phenomenon, almost half of those causing death and injury can be attributed to human activity. In the Glenelg Shire most historic landslip activity has been confined to beachfront locations in the Portland area.

- Dashboard
- Risk Assessment
- Map
- Outputs
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Bookmarks

- [https://cera.ses.vic.gov.au/search?PROD\\_plans%5Bquery%5D=flash%20flooding](https://cera.ses.vic.gov.au/search?PROD_plans%5Bquery%5D=flash%20flooding)
- [https://cera.ses.vic.gov.au/search?PROD\\_plans%5Bquery%5D=landslide](https://cera.ses.vic.gov.au/search?PROD_plans%5Bquery%5D=landslide)
- [https://cera.ses.vic.gov.au/search?PROD\\_plans%5BrefinementList%5D%5Bmunicipality.name%5D%5B0%5D=Baw%20Baw%20Shire&PROD\\_plans%5Bquery%5D=algae](https://cera.ses.vic.gov.au/search?PROD_plans%5BrefinementList%5D%5Bmunicipality.name%5D%5B0%5D=Baw%20Baw%20Shire&PROD_plans%5Bquery%5D=algae)

