



# Minutes

Bush Fire Advisory Committee

Tuesday 12 March 2024

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## MINUTES

**Minutes of a meeting of the Bush Fire Advisory Committee held in the Council Chambers, Administration Building, Southern Drive, Busselton, on Tuesday 12 March 2024 at 5:30 pm.**

### **I Acknowledgement of Country**

The meeting opened at 6:30pm.

The Chair welcomed Councillors, staff, guests and members of the public to the Bush Fire Advisory Committee Meeting of 12 March 2024.

The Chair acknowledged the Wadandi and Bibbulmun people as the traditional custodians of this region and paid respects to Elders past and present.

### **2 Attendance and Apologies**

#### **2.1 Present**

Allan Guthrie	Chief Bush Fire Control Officer (via Teams)
Todd Johnson	Deputy Chief & Fire Control Officer, Hithergreen (Chairperson)
Phill Cronin	Mayor, City of Busselton
Kate Cox	Councillor, City of Busselton
Oscar Negus	Deputy Chief & Fire Control Officer, Hithergreen
Ken Sue	Fire Control Officer, Ambergate
Mark Fisher	Fire Control Officer, Yallingup Rural
Mark Jolliffe	Fire Control Officer, Wilyabrup
Colin Sanderson	Fire Control Officer, Eagle Bay
Mal Ballard	Fire Control Officer, Dunsborough
Peter Dawson	Fire Control Officer, Vasse
Paul Blight	Fire Control Officer, Yallingup Coastal
Neville Haddon	Fire Control Officer, Yoongarillup
Doug Walters	Fire Control Officer, Acton Park
Mark Smith	Fire Control Officer, Sussex
Andrew Hunt	Fire Control Officer, Dunsborough
Mal Ballard	Fire Control Officer, Dunsborough
Chris Payne	Fire Control Officer, Kaloorup
Annette Batley	Fire Control Officer, Yoongarillup
Ian McGregor	Fire Control Officer, Acton Park

## 2.2 In Attendance

Gary Barbour	City of Busselton, Director Community Planning
Rachel Runco	City of Busselton, Manager Regulator Services
Matt du Plessis	CESM Busselton (Executive Officer)
Peter Thomas	District Officer Capes, DFES
Neil McKay	City of Busselton, Bushfire Mitigation Officer
Phoebe Buntain	City of Busselton, Senior Administration Officer (Minute Taker)
Moritz Kurys-Roner	Captain, Wilyabrup

## 2.3 Apologies

Ray Fokkema	Fire Control Officer, Metricup
Jamie Oates	Fire Control Officer, Hithergreen
Matt Muir	Fire Control Officer, Yallingup Rural
Ed Hatherley	Blackwood District Fire Coordinator, DBCA

## 3 Disclosures of Interest

Nil

## 4 Confirmation and receipt of minutes

That the Minutes of the Bush Fire Advisory Committee meeting held 12 December 2023 be confirmed as a true and correct record.

**Moved Peter Dawson**

**Seconded Phill Cronin**

**CARRIED**

## **5 Presentations**

### **5.1 Bushfire Mitigation Prioritisation Matrix**

As per attachment A – Bushfire Mitigation Prioritisation Matrix

### **5.2 Biodiversity, Conservation and Attractions Presentation**

As per attachment B – Biodiversity, Conservation and Attractions Presentation

## 6 Officer/ Delegate Reports

### 6.1 CoB/DFES: Emergency Services Report

*Reporting officer: Matt du Plessis*

#### **OFFICER RECOMMENDATION**

**That the Committee:**

- 1. Receives and notes the Emergency Services Update Report.**
- 2. Endorses the 2024/25 Local Government Grant Scheme (LGGS) Capital Grant proposal.**

#### **EXECUTIVE SUMMARY**

This report provides the overview of the operations and activities of City's Volunteer Bush Fire Brigades for the region.

#### **STRATEGIC CONTEXT**

The Bush Fire Advisory Committee is established under the powers given in Section 67 of the Bush Fires Act 1954 (the Act).

To provide advice to BFAC and the Council regarding:

- all matters relating to preventing, controlling and extinguishing of bush fires
- purchase of capital equipment and infrastructure, training of personnel and plans and programs in preparation for bush fire emergencies.

#### **BACKGROUND**

Under the Bush Fires Act 1954, the City is responsible to make provisions about the organisation, establishment, maintenance and equipment of bush fire brigades. The City achieves this through the provision of Prevention, Preparedness, Response and Recovery functions in order to provide a comprehensive approach to emergency management within the City. This is delivered by:

**Prevention:** The City administers and enforces the appropriate fire prevention provisions of the Bush Fires Act 1954. The City promotes and participates in appropriate community safety programs in consultation with DFES.

**Preparedness:** In addition to the applicable community safety programs identified against prevention, the City, through their staff and infrastructure, supports the emergency services preparedness programs developed and implemented by DFES. The City ensures that their bush fire brigade volunteers are trained to the appropriate levels.

**Response:** The City responds to day to day incidents through the turnout of the Bush Fire Brigades. City support, including access to volunteers, appliances and other resources as required, is extended to DFES controlled incidents when requested by the Incident Controller.

**Recovery:** The City undertakes recovery actions in accordance with its role as documented in the Emergency Management Act 2005.



**Management and Administration:** The City provides leadership and support to the development and management of their local emergency management arrangements. The City appoints a Community Emergency Services Manager to deliver the emergency services within the City. In addition to this, the City appoints a Bushfire Mitigation Officer and a Ranger and Emergency Services Administration Officer to enable service delivery.

## OFFICER COMMENT

### Significant Incidents in CoB region

Nil

### Deployments

The City provided support to the following incidents outside of the region:

- Level 2 Collie Fire (12<sup>th</sup> – 13<sup>th</sup> January 2024)
  - Yallingup Rural 3.4 appliance
  - Sussex 3.4 appliance
  - **Total volunteer firefighters = 12**
- Level 2 HELMS Fire Jalbarragup (17<sup>th</sup> – 19<sup>th</sup> January 2024)
  - Vasse 3.4 appliance
  - Hithergreen 4.4 appliance
  - Yallingup Rural 4.4 appliance
  - Wilyabrup 3.4 appliance
  - Sussex LT appliance
  - Dunsborough 3.4 appliance
  - Busselton 12.2 appliance
  - **Total volunteer firefighters = 33**

### Statistics update

The incident summary details all incidents responded to by both DFES Volunteer Fire & Rescue Services and the City of Busselton Bush Fire Brigades up until 1 February 2024.

Large bushfires are down by 47% on the 5-year trend and small bushfires are down by 22%. There is an 37% increase of other/rubbish/vehicle fires.

### Incidents: Year to Date Comparison: July 1 to February 1

Incident Type	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Average Excluding 2023/2024	% TREND this year
Called Off - No Attendance	40	12	9	21	17	20.5	-17.07%
False Alarm - System Initiated	39	37	39	50	47	41.3	13.94%
False Call - Good Intent	41	38	39	32	36	37.5	-4.00%
False Call - Malicious	1	0	0	0	1	0.3	0.00%
Fire - Bushfire (Ige)	4	8	11	7	4	7.5	-46.67%
Fire - Bushfire (sml)	42	41	23	32	27	34.5	-21.74%
Fire - Other/Rubbish/Vehicle	25	22	20	15	28	20.5	36.59%
Fire - Structure	10	10	12	10	10	10.5	-4.76%
General Service Calls	0	1	2	1	4	1.0	300.00%
Hazardous Situation	4	6	6	8	3	6.0	-50.00%
Natural Hazard	0	6	30	8	28	11.0	154.55%
Rescue & Medical	29	33	38	30	21	32.5	-35.38%
Road Crash & Rescue	24	26	31	26	29	26.8	8.41%
Search	7	12	4	8	10	7.8	29.03%
<b>Totals:</b>	<b>266</b>	<b>252</b>	<b>264</b>	<b>248</b>	<b>265</b>	<b>257.5</b>	<b>2.91%</b>

% TREND compares this FY to the Average.

### Hectares lost

This season has seen an early start with 20 hectares lost at the Brash Road fire at Yallingup.

### Hectares lost to Bushfires within the City of Busselton

Size of fires is not always available; fires less than 1 hectare are not included.

Hectares Lost	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
All Bushfires	4	53	427	32	20

### Bush Fire Brigade Memberships

The below chart shows the summary of the City's Bush Fire Brigades memberships up until 1 February 2024. Membership has seen an increase of **57 more** members from February 2023 figures. This is a 16% increase of membership across the brigades.

Volunteer Summary for LGIS	Age Group					
Volunteer Position	<=18	<=55	56-65	66-70	71+	Total
Junior or Cadet Rank	1	0	0	0	0	1
Active Operational	2	213	66	46	47	374
Non-Operational	0	11	7	6	12	36
<b>Total</b>	<b>3</b>	<b>224</b>	<b>73</b>	<b>52</b>	<b>59</b>	<b>411</b>



## **Training**

Bush Fire Training Calendar 2024 is live. The following courses will be delivered face to face:

- AllIMS Awareness x 1
- Bushfire Safety Awareness x 3
- Fire Fighting Skills x 4
- Incident Controller Refresher x 1
- Ground Controller x 2
- WAERN Refresher – on request
- Trainers Workshop x 1

## **Grants:**

LGGS Capital Grant Submissions for 2024/25 are:

- Yallingup Rural BFB: Facilities Extension
- Wilyabrup BFB: Water Tank – Emergency Water Supply
- Metricup BFB: Water Tank – Emergency Water Supply
- Yoongarillup BFB: Water Tank – Emergency Water Supply
- Yallingup Coastal BFB: Water Pumps – Emergency Water Supply
- Eagle Bay BFB: Ceiling Install and Insulation
- All brigades: CCTV systems

## **Statutory Environment**

*Bushfires Act 1954*

*Bush Fire Regulations 1954*

*Emergency Management Act 2005*

*Work Health and Safety Act 2020*

*Local Government Act 1995*

*Bush Fire Brigade Local Law 2023*

Fire and Emergency Services Legislation

## **Relevant Plans and Policies**

Not Applicable

## **Financial Implications**

Not Applicable

## **External Stakeholder Consultation**

Not Applicable

## **Risk Assessment**

Not Applicable

## **Options**

Not Applicable

**TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The officer recommendation will be implemented in full, or in stages as per the following table:

Milestone	Completion Date
LGGs Capital Grants Submission	31 March 2024

**Moved Chris Payne**

**Seconded Ken Sue**

**CARRIED**

## **6.2 CoB/DFES: Electronic Fire Danger Rating Signage**

### **Bushfire Warning Systems – Electronic Fire Danger Rating Signage**

*Reporting officer: Matt du Plessis*

#### **OFFICER RECOMMENDATION**

**That the Committee:**

- 1. Support submitting an application “Bushfire Warning Systems – Electronic Fire Danger Rating Signage” for the Disaster Ready Fund (DRF) Round Two 2024-25.**
- 2. Endorse the signage locations identified.**

#### **EXECUTIVE SUMMARY**

Australian Fire Danger Rating System (AFDRS) is a communication tool that assists in educating and building community preparedness and understanding of bushfire risk that exists within the region on any given day.

Fire danger ratings provide information on actions to protect yourself and others from dangerous impacts of bushfire.

Implementation of 5 Australian Fire Danger Rating Signs (AFDRS) in strategic locations will increase awareness and improve communication of fire risks in the community.

#### **STRATEGIC CONTEXT**

The Bush Fire Advisory Committee is established under the powers given in *Section 67 of the Bush Fires Act 1954 (the Act)*.

To provide advice to BFAC and the Council regarding:

- all matters relating to preventing, controlling and extinguishing of bush fires
- purchase of capital equipment and infrastructure, training of personnel and plans and programs in preparation for bush fire emergencies.

#### **BACKGROUND**

The DRF provides \$200 million of National funding towards projects aimed at helping communities prepare for the impacts of natural disasters. Projects must align with the four priorities of the Second National Action Plan. These are:

1. Understand disaster risk.
2. Accountable decisions.
3. Enhanced investment.
4. Governance, ownership and responsibility.

The DRF's Objectives are to:

1. increase the understanding of natural hazard disaster impacts, as a first step towards reducing disaster impacts in the future;
2. increase the resilience, adaptive capacity and/or preparedness of governments, community service organisations and affected communities to minimise the potential impact of natural hazards and avert disasters; and
3. reduce the exposure to risk, harm and/or severity of a natural hazard's impacts, including reducing the recovery burden for governments, cohorts at disproportionate disaster risk, and/or affected communities.

Project proposals require a 50% contribution (cash or in-kind) however this requirement may be waived under some circumstances.

Applications are submitted through State lead agencies, who coordinate application submissions to the National Emergency Management Agency (NEMA). In Western Australia the Department of Fire and Emergency Services are the lead agency.

On the 1 September 2022 the Australian Fire Danger Rating System (AFDRS) was implemented across Australia. Previous to this date the fire danger modelling and rating varied from state to state. Fire danger ratings describe the potential level of danger should a bushfire start. They are important as they provide people with information in order to take action to protect themselves and others from the potentially dangerous impacts of bushfires.

In June 2022, DFFS secured funding from the Commonwealth to facilitate the procurement and replacement of existing analogue and digital signage. In addition, local governments were asked to assess the optimal number and locations of current signage. Prioritisation of the funding was for replacement of existing out of date signage, before implementation of new signs, with a 50% contribution required.

ADFRS signage is a communication tool that assists in building community preparedness and understanding of the risk of bush fire that exists within the region on any given day. The signs allow for real time, simple messaging to communicate daily forecasted fire danger ratings, along with targeted safety messages.

Previously, a proposal for seven AFDRS Digital signs to be placed at strategic locations across the City of Busselton was developed in consultation with the Bush Fire Advisory Committee. This proposal was submitted to Senior Management, however minimal detail was provided in relation to the associated costs. As such the proposal was declined.

In November 2022, the Eagle Bay BFB gifted the City a new AFDRS Digital sign. Subsequently the City has installed this sign on Cape Naturaliste Drive. This sign is managed and maintained by the City. As a result of this gift, staff now have a practical understanding of the installation and ongoing maintenance costs of these signs.

There have been on going requests from community during the past two summers to improve communication to the wider public and visitors to the region of the very real risk of bush fire that exists in the region over the summer period. Implementation of additional AFDRS in key strategic locations will allow improved communication of these risks in an easily accessible format.

As such, staff put forward the request to support an application under the DRF round 2 2024-25 grant for joint funding for the installation of 5 additional signs, along with support for expenditure to be allocated to the 2024-25 financial year budget for a 50% contribution of funding by the City.

**Proposed Signage Locations:**

In order of Priority:

1. Yallingup Beach - Near Intersection of Caves and Caves.
2. Moses Rock Rd intersection with Caves Road.
3. Commonage Rd near Cornerstone/Simmos.
4. Carburnup River Store (North of bridge in the 80km zone on Bussell HWY)
5. Vasse HWY intersection with Neville Hyder Dr (Busselton Airport)

**OFFICER COMMENT**

The Busselton Region is highly prone to bushfires which pose considerable danger to lives and property. Fire danger ratings predict and describe the potential level of danger, should a bushfire start.

The population of the region significantly increases during summer months and there have been ongoing requests from community over the past two summers to improve education and communication to residents and visitors to the region of the significant bushfire risk that exists in the region.

Implementation would systematically build the long-term resilience of the Busselton Community in understanding and preparing for bushfire risks likely to impact the area.

**Statutory Environment**

*Bushfires Act 1954*

*Bush Fire Regulations 1954*

*Emergency Management Act 2005*

*Work Health and Safety Act 2020*

*Local Government Act 1995*

*Bush Fire Brigade Local Law 2023*

Fire and Emergency Services Legislation

**Relevant Plans and Policies**

Not Applicable

**Financial Implications**

Not Applicable

**External Stakeholder Consultation****Bush Fire Ready Group:**

Provide Bush Fire Preparedness advice to local communities and represent their needs through the group.

The Bush Fire Ready Group Regional Coordinator has raised the need for the signs for a number of years. This has been a standing item and with the introduction of the new Fire Danger Ratings, these signs would now be relevant and make an impact across the region.

Consultation with the Bush Fire Ready Group covered the various locations, including future possible locations for the signs. There is 100% support for this project and the group look forward to seeing these across the region.

#### **Risk Assessment**

Not Applicable

#### **Options**

Not Applicable

#### **CONCLUSION**

These signs will provide consistent and accessible information to help the community better understand their bushfire risk and responsibilities and take the appropriate action.

#### **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The officer recommendation will be implemented in full, or in stages as per the following table:

Milestone	Completion Date
Disaster Ready Fund (DFR) Round Two 2024-25 Submission	14 March 2024

**Moved Phill Cronin**

**Seconded Colin Sanderson**

**CARRIED**



## 6.3 CoB: Update Firebreak and Fuel Hazard Reduction Notice

### 2024-2025 Bushfire Risk Reduction Notice

Reporting officer: Rachel Runco

### OFFICER RECOMMENDATION

That the Bush Fire Advisory Committee:

1. Endorse the 2024-2025 Bushfire Risk Reduction Notice.

### **EXECUTIVE SUMMARY**

The Bushfire Risk Reduction Notice (Notice), attachment one, has been developed by the City's technical officers and a Community Stakeholder group, under section 33 of the *Bush Fires Act 1954* (Act). The Notice supports achievement of a consistent level of fire mitigation and fuel reduction actions on privately owned land throughout the municipal area.

The presented Notice is significantly amended from the 2023-2024 Firebreak and Fuel Hazard Reduction Notice. These changes are improvements towards best practice through alignment of requirements to be more consistent with the relevant standards, simplification of categories and requirements to support greater achievement of compliance by landowners and updating of terminology to reduce conflict or confusion with other requirements or approvals issued to landowners.

The Notice will be reviewed and distributed annually moving forward, to remain current and consistent with legislative changes, and to ensure alignment with community values.

### **STRATEGIC CONTEXT**

A regular review of the City's bush fire notice supports the good governance of the district.

### **BACKGROUND**

Under section 33 of the Act, Local Governments may require a landowner or occupier to:

- a) *to plough, cultivate, scarify, burn or otherwise clear upon the land fire-breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as the local government may and is hereby empowered to determine and as are specified in the notice, and thereafter to maintain the fire-breaks clear of inflammable matter;*
- b) *to act as and when specified in the notice with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire.*

The City does this annually by publishing a Notice in the Government Gazette and in local papers. Associated documentation in pamphlet format is also mailed out to all residents with annual rates notices. The Notice is approved under delegation by the City of Busselton CEO, and enforced by authorised fire control officers, primarily the City's Rangers between 15 November and 30 April each year.

On 11 March 2020, Council adopted a revised draft Bushfire Notice for consultation (C2003/084). This was released for community consultation between 9 April and 31 May 2021, having been deferred during 2020 because of issues associated with the early phases of the Covid-19 pandemic.

There was an overwhelming response to the consultation process by the community, with a high degree of community interest and concern in relation to potential financial, environmental and amenity impacts that could potentially result from implementation of the draft notice. As such, Council considered a matter of urgent business at its ordinary meeting of 28 April 2021, and resolved not to instigate changes to the Notice for 2021/22.

On 24 August 2021 Council further considered the outcomes of the community consultation process and determined that the current notice would remain in place for the 2021/22 and 2022/23 fire seasons (C2108/187).

At its ordinary meeting of 21 September 2022, Council supported formation of a community reference group (CRG) to guide and inform the Notice review process (C2209/228). Following development of the CRG, Council endorsed the planned structure for and timing of broader community consultation in relation to the drafted changes on 18 October 2023 (C2310/139).

Consultation in relation to the draft Bushfire Risk Reduction Notice was open for a period of 6 weeks, between 22 January and 6 March 2024.

Following conclusion of the consultation period a workshop was held with the CRG 8 March 2024 to consider the perspectives, feedback and suggestions proposed by community through this period with the advertised notice amended with several changes as described in the officer comment below to finalise the 2024-2025 Bushfire Risk Reduction Notice which is presented to BFAC for endorsement (attachment 1).

## OFFICER COMMENT

BFAC were presented the draft Notice advertised for community consultation at the meeting December 2023 and no changes were requested prior to undertaking broader community consultation.

As such officer comments are focused on defining the amendments applied to the Notice (Attachment One) in comparison to the advertised version. These amendments have been implemented in consultation with the CRG to incorporate where relevant wider community feedback provided through the community consultation period.

### Changes to Notice Structure:

- Resounding feedback that for ease of readability inclusion of the definitions before the category specific requirements improved the understanding of readers.
- Definitions when referenced throughout the noticed are highlighted through use of a different colour.
- Addition of **right of appeal** section, to ensure community are aware of process to appeal inspection outcome.
- Minor amendments made to **Clearing permits and exemptions** section to emphasis where federal environmental approvals may be required.

**Changes have been made to the following definitions:**

- **Driveway/access way** – amended to include private road. Specifications listed in dot points to improve readability and clarity of requirement. 0.5 vegetation clearance amended to include: ‘however isolated trees and significant plants need not be removed’.

*Justification of change – Clarity that this requirement applied regardless of the road ownership. Community consultation identified need to consider allowance for pinch points for established trees.*

- **Fuel load** – removed in entirety.

*Justification of change – Created confusion in relation to difference between this and surface fine fuel definition.*

- **Managed fuel area** - amended to identify distance is measured from building wall. Specifications listed in dot points to improve readability and clarity of requirement. Specifications expanded to include all requirements that previously required reference to other definitions within the notice.

Stipulated requirements within the managed fuel area are:

- Trees must be pruned 2m away from buildings with vertical clearance of 5 metres above the top of the external roof.
- Gutters to be kept free of dead suspended matters such as twigs, leaves, and bark.
- Vegetation must be reticulated and/or maintained or there must be a low fuel understory with no Flammable Material present.
- Flammable material to be managed or moved 5 metres away from buildings.
- Unless Managed Vegetation, available Surface Fine Fuel loads must be reduced and maintained at an average depth of 1cm, by Passive Fuel Reduction methods that do not permanently remove or reduce the quantity or occurrence of the native plants, shrubs, and trees within the subject area.

*Justification of change – Created confusion in relation to where to measure the 20m from.*

*Inclusion of all actions required in one location should support ease of understanding by owner/occupiers.*

- **Managed Vegetation** – amended to remove elements that relate to managed fuel area. Expansion of description of what would be considered managed vegetation to improve understanding by community that most vegetation is permitted is actively managed and maintained.

*Justification of change – Previous definition created confusion that most vegetation would need to be removed to comply with the notice. This is not the intent of the Notice. As such definition has been amended, incorporating ideas presented to officers through community consultation to improve understanding of requirement.*

- **Passive Fuel Reduction** – new definition.

*Justification of change – Added to improve understanding of actions supported by the City to achieve Surface Fine Fuel Requirements within the Managed fuel area and create clarity that removal of most native vegetation is not required to achieve compliance.*

- **Surface fine fuel** – updated to remove tonnage calculations.

*Justification of change – Created confusion in relation to differences between the various definitions and compressed versus non-compressed vegetation. Maintenance depth moved to managed fuel area definition has been developed with consideration of community and CRG feedback on how best to assess these fuel loads in a manner which is meaningful to all.*

- **Turn around area** – amended to improve understanding of the differing formats this could be shaped, and where this is required in proximity to the habitable building. Specifications listed in dot points to improve readability and clarity of requirement.

*Justification of change – Difficult to simply describe the various formats this may take. Feedback from broader community consultation identified concerns in relation to costs, with an assumption that a 9m turning circles was required.*

#### **Changes to Category 1 requirements:**

1a) **Grasses to be maintained** – addition of ‘and removed from the land and disposed of in an appropriate manner.’

*Justification of change – Community feedback highlighted that the advertised draft flammable material requirement for category one was reflective of a need to remove dead grasses. Amendment of this condition simplified this requirement.*

1b) **Flammable material** – amended as follows ‘Flammable material is to be managed or moved 5 metres away from buildings.’

*Justification of change – Community feedback highlighted that the advertised draft flammable material requirement for category one did not require any action. This amendment will ensure owners/occupiers consider storage of firewood, fuels and other flammable material.*

1c) New requirement added - **Gutters** to be kept free of dead suspended matters such as twigs, leaves and bark.

*Justification of change – Through community consultation it was discussed that in an urban setting ember attack has been identified as a key factor leading to infrastructure damage as a result of build-up of matter in gutters.*

#### **Changed to Category 2 requirements:**

2a iii) **Driveway/accessway** – dimensions and specifications moved to be included within definition section, and addition of ‘or private road, the driveway/access way must be installed and maintained as defined in this notice.

*Justification of change – Clarity that this requirement applied regardless of the road ownership.*

*Dimensions and specifications are better placed in the definition section of the notice to be consistent with other category requirements.*

2a iv) **Turn around area** – addition of ‘or private road’.

*Justification of change – Clarity that this requirement applied regardless of the road ownership.*

2b ii) **Firebreak** – removed in entirety.

*Justification of change – Community did not support inclusion of this requirement of vacant category 2 properties due to concerns around cost, vegetation impacts and potential erosion problems.*

2b iii) **Managed vegetation/ low fuel load area** - removed in entirety.

*Justification of change – Community did not support inclusion of this requirement of vacant category 2 properties due to concerns around cost, vegetation impacts and difficulty of ongoing maintenance that would be required to ensure compliance throughout the entire Notice period.*

#### **Changed to Category 3 requirements:**

3c ii) **Driveway/accessway** – dimensions and specifications moved to be included within definition section, and addition of ‘or private road, the driveway/access way must be installed and maintained as defined in this notice.

*Justification of change – Clarity that this requirement applied regardless of the road ownership. Dimensions and specifications are better placed in the definition section of the notice to be consistent with other category requirements.*

2c iii) **Turn around area** – addition of 'or private road'.

*Justification of change – Clarity that this requirement applied regardless of the road ownership.*

### **Statutory Environment**

Statutory Environment The statutory framework for the bushfire notice is set out in the Bush Fires Act 1954 (the Act), specifically section 33(1), which states that, inter alia -

*(1) Subject to subsection (2) a local government...may,...as a measure for preventing the outbreak of a bush fire, or for preventing the spread... of a bush fire... give notice in writing... to all owners or occupiers of land in its district by publishing a notice in the Government Gazette and in its newspaper circulating in the area requiring...them...to do...all or any of the following things –*

*(a) To...clear upon the land fire-breaks in such manner...as are specified in the notice, and thereafter to maintain the fire-breaks...;*

*(b) To act as... specified...with respect to anything which is upon the land, and which...is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire,*

*And the notice may require the owner or occupier to do so –*

*(c) As a separate operation, or in co-ordination with any other person, carrying out a similar operation on adjoining or neighbouring land...*

In addition, the Bush fire risk treatment standards 2020, made by the FES Commissioner under section 35AA of the Act apply to land in the State designated as bush fire prone under the Fire and Emergency Services Act 1998 section 18p. These standards set out permissible vegetation and clearing treatments within 20m of a relevant building within defined risk treatment area.

### **Relevant Plans and Policies**

Key policy guidance is set out in State Planning Policy 3.7: Planning in Bushfire Prone Areas (SPP3.7) and the associated Guideline for Planning in Bushfire Prone Areas (Guidelines).

### **Financial Implications**

To successfully implement an amended Notice for the 2024-25 season budget will be required to support development of community education mediums, community engagement sessions, and advertisement of the changes. It is anticipated this would require up to \$50k in the 2024 -25 financial year budget.

Additional budget will be required to implement changes to the inspection software used by Ranger staff to undertake compliance inspections. It is anticipated this would require up to \$50k in the 2024 -25 financial year budget.

Council previously supported officers investigating the costs of posting the Notice and associated documentation at the end of September/early October to improve the timing in relation to when requirements would be required to be implemented. It is anticipated that this postage would be approximately \$37k per annum. These costs could be reduced by obtaining permissions from property owners to provide this correspondence via email.

### **External Stakeholder Consultation**

Extensive consultation has been undertaken to develop this notice.

#### **Stakeholder working group:**

Six 3 hour sessions were held with the project CRG to form the Notice presented for endorsement.

This group was comprised of members from the following groups and agencies:

- Toby inlet catchment group
- Yallingup Land Conservation District Committee
- Dunsborough Coastal & Land Care
- Busselton Dunsborough Environment Centre
- Yallinup Residents Association
- Residents of Eagle Bay Association
- Injidup Residents Association
- Dunsborough and Districts Progress Association
- Bushfire Ready
- City Volunteer Fire Control Officers
- Department of Fire and Emergency Services
- Department of Biodiversity, Conservation and Attractions
- Office of Bushfire Risk Management
- Western Australian Local Government Association
- City Councillors

This group guided, informed and made decisions on the final inclusions within the developed Notice.

#### **Indigenous elders**

Following endorsement of the Notice by BFAC, officers intend to meet with Karri Karrak late March to discuss the proposed changes prior to Council consideration.

#### **BFAC**

Draft notice was presented to BFAC for discussion at its meeting December 2024.

#### **Community consultation outcomes**

- Community Survey and direct submissions: Survey was online and in paper copy at the City's front counter for a period of 6 weeks running from 22 January 2024 to 3 March 2024.
- 127 responses were received during the consultation period. 109 survey submissions. 18 direct submissions. 591 draft notice downloads and 1171 page visits in total.
- The City hosted three informal 'pop-up' sessions in community shopping centres over the engagement period and spoke to residents directly, answer questions and encourage submissions.
- City presented and engaged community at four local community group meetings/events which had a combined attendance of 154 residents.
- An open-door community workshop was held at the Naturaliste Community Centre on Thursday 15 February 2024. There were 26 residents in attendance.



74 percent of respondents found the advertised notice easy to read.  
Category 2 applied to 79 percent of respondees, with the majority of suggested amendments aligning with the requirements of this category or the definitions in the notice.

### **Risk Assessment**

An assessment of the potential implications of implementing the officer recommendation has been undertaken using the City's risk management framework, with no risks of a medium or greater level identified.

### **Options**

As an alternative to the proposed recommendation BFAC could:

1. Endorse adoption of the Notice, with amendments, under delegation by the CEO.

### **CONCLUSION**

Endorsement of the recommendation of this report will allow the City to implement a Notice for the 2024/25 bushfire season that has been developed through a comprehensive, community focussed review that allowed careful balancing of community engagement and values with mitigation of bushfire risks.

### **TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION**

The officer recommendation will be implemented through the listing of the Notice for approval by the Council before the end of May 2024.

**Moved Mark Jolliffe**

**Seconded Phill Cronin**

**CARRIED**

## **6.4 CoB: MAF'S Funding**

*Presentation only*

## **6.5 DFES**

Tabled as per attachment C – DFES Report

## 7 Next Meeting Date

The next meeting of the Bush Fire Advisory Committee will be held on 11 June 2024.

## 8 Closure

The Bush Fire Advisory Committee meeting closed at 8:41pm

## **Attachment A**

### **5.1 Bushfire Mitigation Prioritisation Matrix**





City of Busselton  
*Geographic Bay*

# Bushfire Mitigation Update

Emergency Services

2024

We pay our respects to the Wadandi Bibulmun People, Traditional Custodians of this land.





# What actions have been taken in past 10 months

- Completion of MAF Grant 2023/2024 Round 1
- Successful Application for 2<sup>nd</sup> Round
- Progression of the establishment of transparent processes.
- Development of a mitigation prioritisation process
- Development of a mitigation strategy and 4-year Plan

# Draft Bushfire Mitigation Strategy

The City of Busselton's Bushfire Mitigation Strategies over the next 4 years will focus on three key areas:

## **Fire Access Tracks, Strategic Roads and Reserves.**

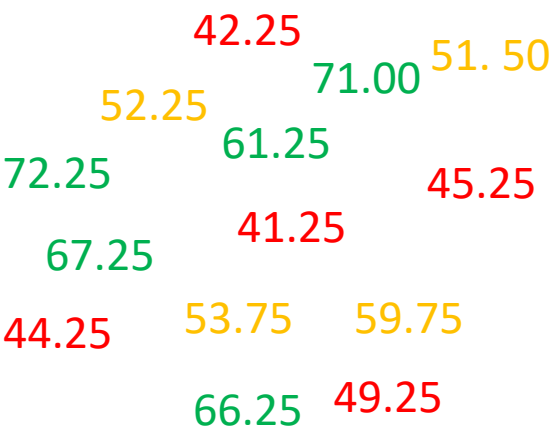
# Prioritisation

Provides a transparent process where Mitigation work can be identified and prioritised. The Priority Score can be used to determine the order and timing of proposed work.

The Priority Score is determined using 3 measures:

- Zones
- BRMS Risk Rating
- COB Matrix Assessment

82.25




# Prioritisation

## CoB Matrix Assessment

Asset Risk Register

Asset Risk Register Matrix Assessment



Asset ID

BUSCN0349

BRMS Link

Risk Rating

Extreme

Priority

1A

Asset Category

Human Settlement

Asset Sub Category

Residential

Asset Name

Glover Road YALLINGUP SIDING

Location Description

RUI off Commonage

Planning Area

CN

Likelihood

Almost Certain

Consequence

Catastrophic

Matrix Assessment

Assigned Value

Score

Planning Status

Considering

Category

Fire Services Access Route

20

BRMS Zone

Cape Naturaliste

20

BRMS Risk

Extreme Risk (1A)

20

Strategic

Directly Aligned with Strategic Plan

5

Economic

Little or no impact on operating costs (+/- \$5,000)

2.5

Environment

No impact on environmental values

3.75

Service

Addresses current service level deficiency so level of service standard is a

5

Social

Little or no impact on political or communitiy interests

2.5

Technical Value

Simple treatment with reasonable benefit to surrounding assets

2.5

Resourcing

Simple treatment easily undertaken with limited requirement for interna

5

Engagement

Basic engagement and public information required, all parties keen for tr

5

Risk

Moderate impact

5

Final Assessment Score

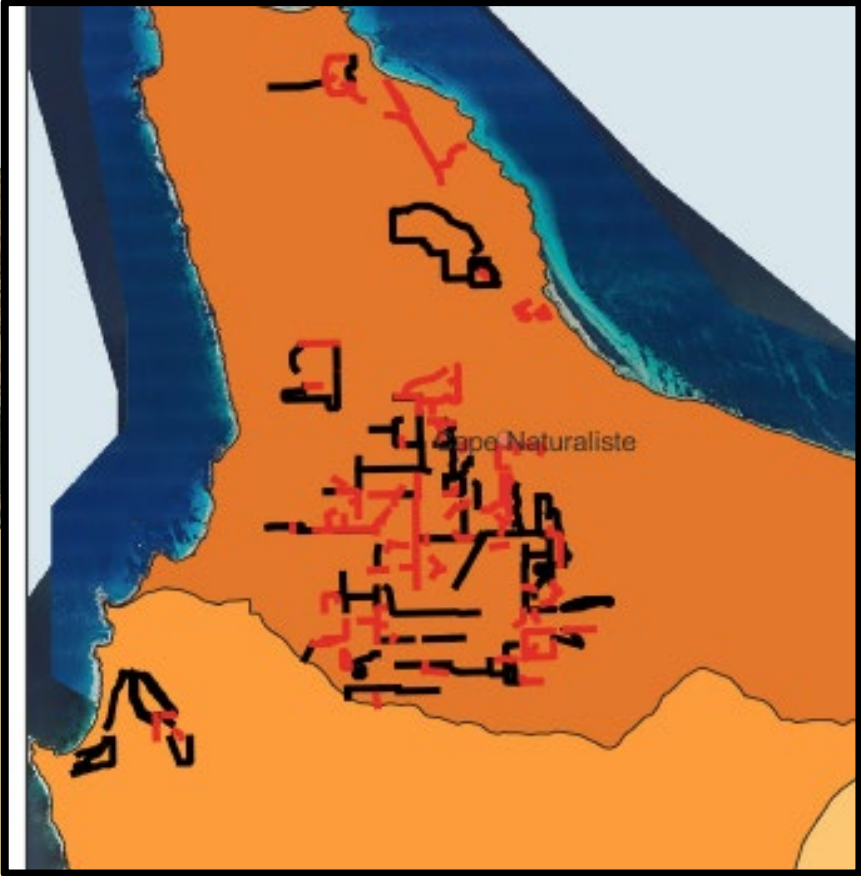
96.3

Navigation icons

The City’s Matrix Assessment Review takes into consideration more local factors such as Environmental and Cultural and Community Engagement to determine a final Priority Score.

It is a desktop review of the proposed treatment and its perceived outcomes.

# Fire Access Tracks





# Emergency Escape Routes

Through a desktop analysis of the March 2023 Satellite image, 22 existing City Managed tracks have been identified for possible classification as Emergency Escape Routes. These tracks either link directly to a Strategic Road and/or provide an alternate exit from a cul-de-sac.

Zamia Gr	Broyage Rtt
Bina Pl	Green Park Rd
Porter Cr	Bronzewing Rd
Grasstree Pl*	Annamaria Rise*
Tranquil Lane	Drummond Glen
Vintners Drive	Carnarvon Castle Dr*
Cowrang Lane*	Junee Pl
Burwood Lane	Old Mill Gr
Spoonbill Rd*	Sonning Loop
McLachlan Rd*	Panoramic Cl*
Ridgeway Dr*	Blackbutt Cl

\* Meet required standard

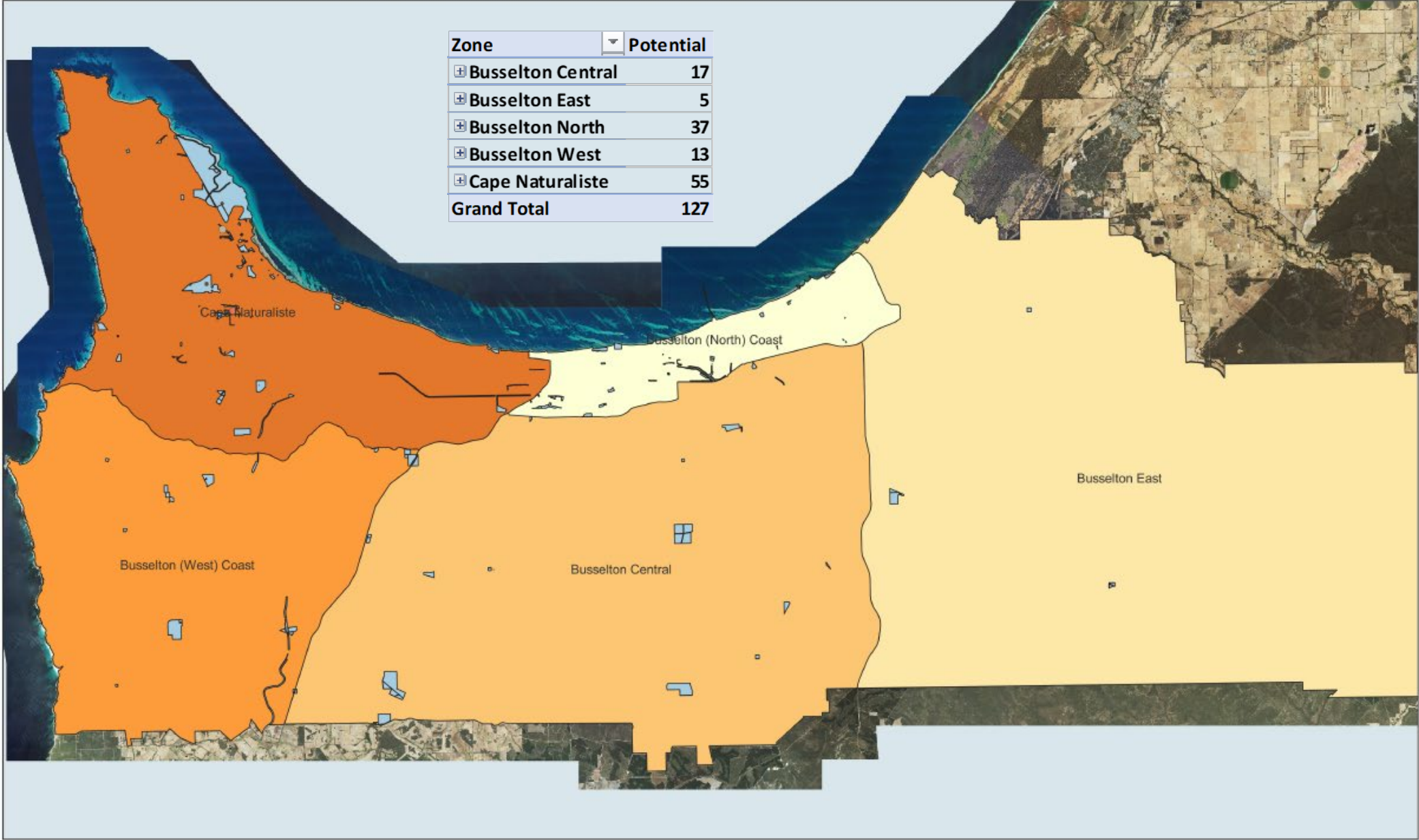




[illegible]

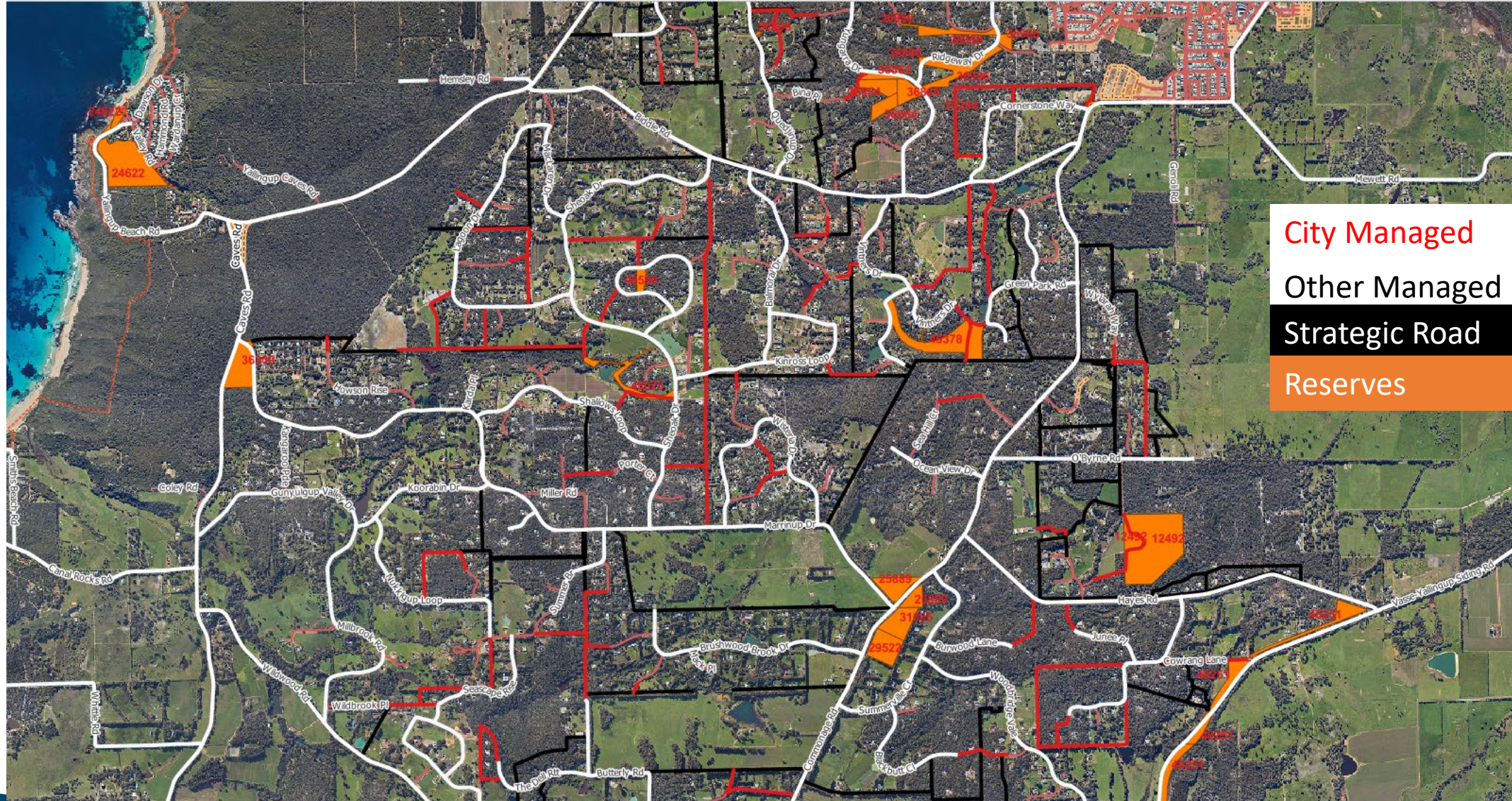
- **Primary and Regional Distributors**
- **Local Distributors**
  - these provide a direct connection to a Primary or Regional Distributor, and
- **Access Roads**
  - these provide a direct connection to a local distributor

# Reserves





# Overview



City Managed  
Other Managed  
Strategic Road  
Reserves



# Draft 2024 Round 1 Mitigation Program



- ▲ 12 – Mechanical Treatments
- ▲ 3 – Chemical Treatments
- ▲ 3 – Prescribed Burns
- ▲ 1 – Gate

NOTE: indicates locations, some areas have multiple proposed treatments – see supporting documents

# Thank you



City of Busselton  
*Geographie Bay*

## **Attachment B**

### **5.2 Biodiversity, Conservation and Attractions Presentation**





DBCA Autumn 2024 burn program – CoB BFAC

# Autumn 2024 Priorities

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# Blackwood District Burn Options Autumn 2024

## CITY OF BUSSELTON

### Legend

- WA Townsites
- Proposed Autumn 2024
- Completed Spring 2023
- Completed Autumn 2023
- Completed Spring 2022
- DBCA Districts
- Local Govt. Authorities (LGA)



1:300,000  
(A3)



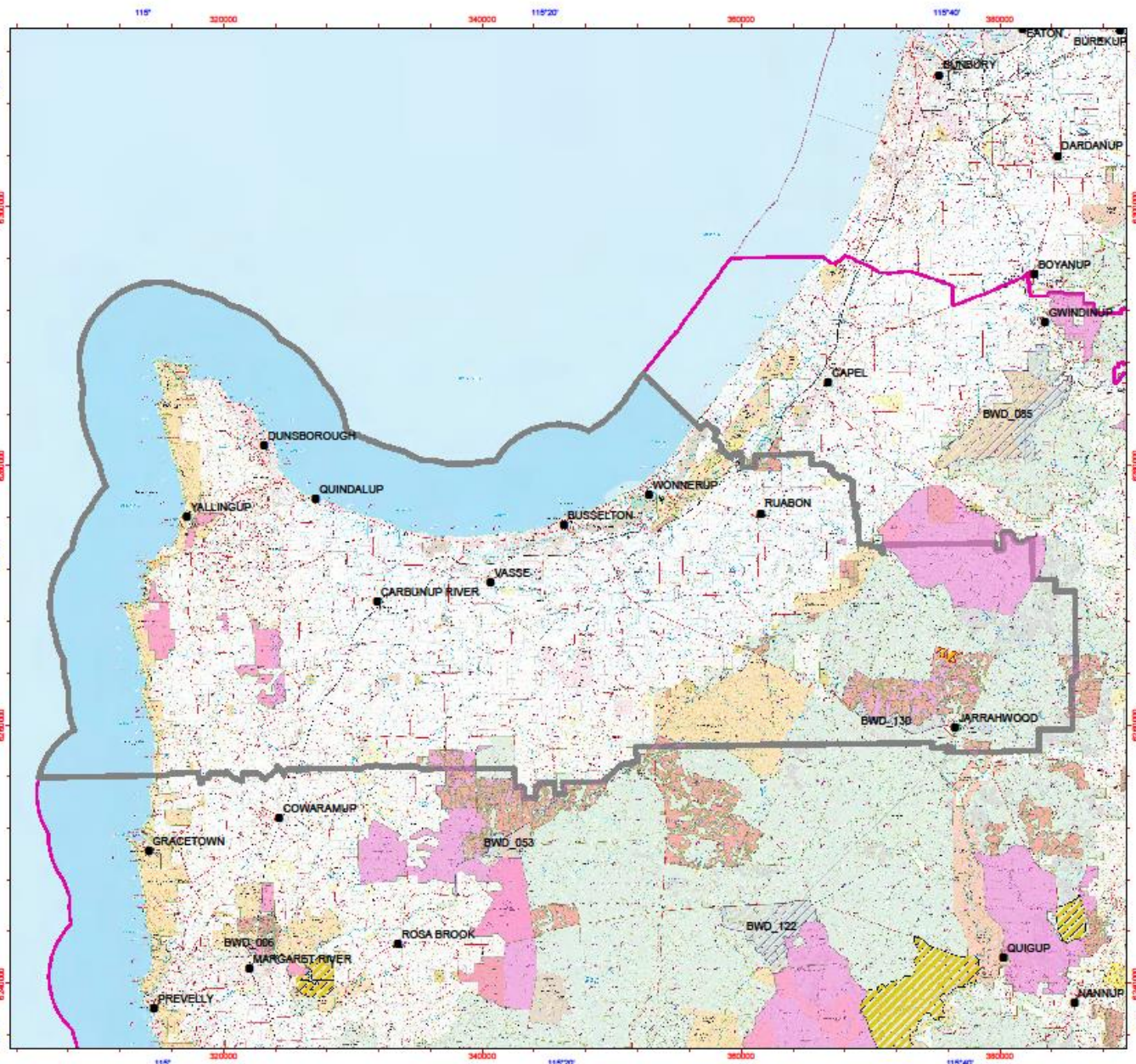
GDA2020 MGA Zone 50



Produced by FMS Blackwood,  
Department of  
Biodiversity, Conservation  
and Attractions



Produced December 2023



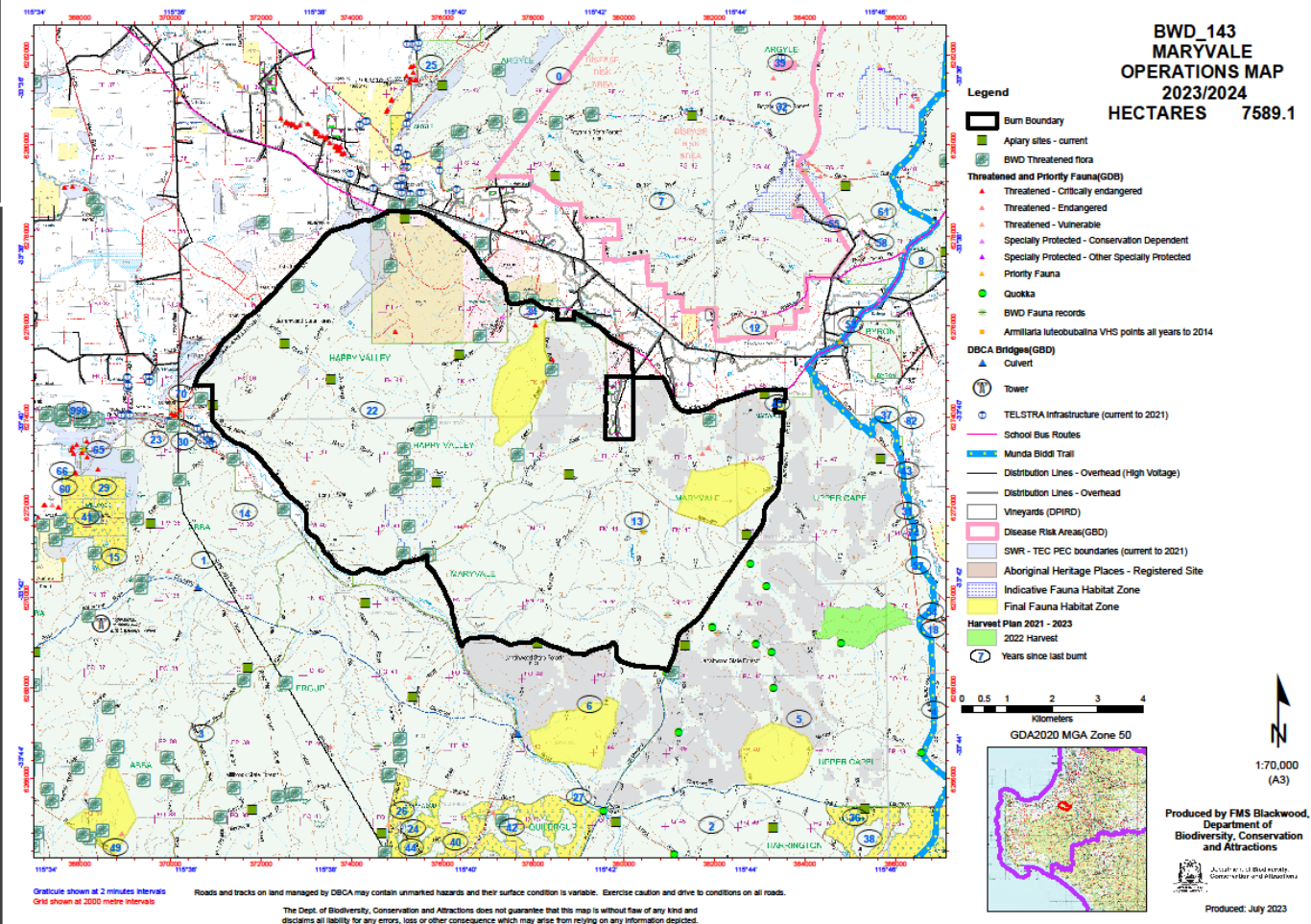
Graticule shown at 20 minutes intervals  
Grid shown at 20000 metre intervals

Roads and tracks on land managed by DBCA may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

The Dept. of Biodiversity, Conservation and Attractions does not guarantee that this map is without flaw of any kind and disclaims all liability for any errors, loss or other consequence which may arise from relying on any information depicted.

# BWD\_143 Maryvale

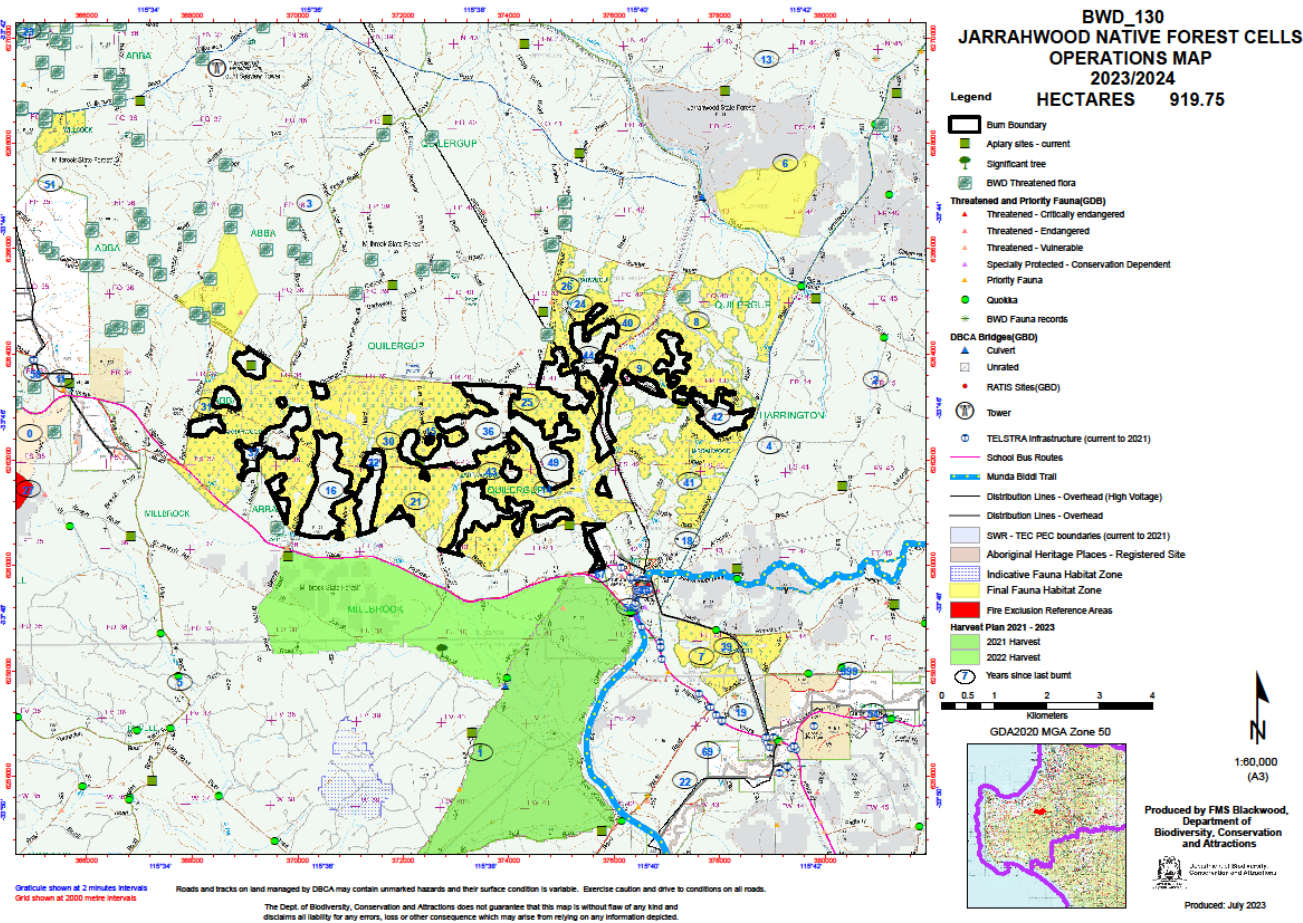
- South of Goodwood road
- East cell
- 3000ha





# BWD\_130 Jarrahwood

- Hand burn cells within Jarrahwood plantation
- North of Vasse Hwy

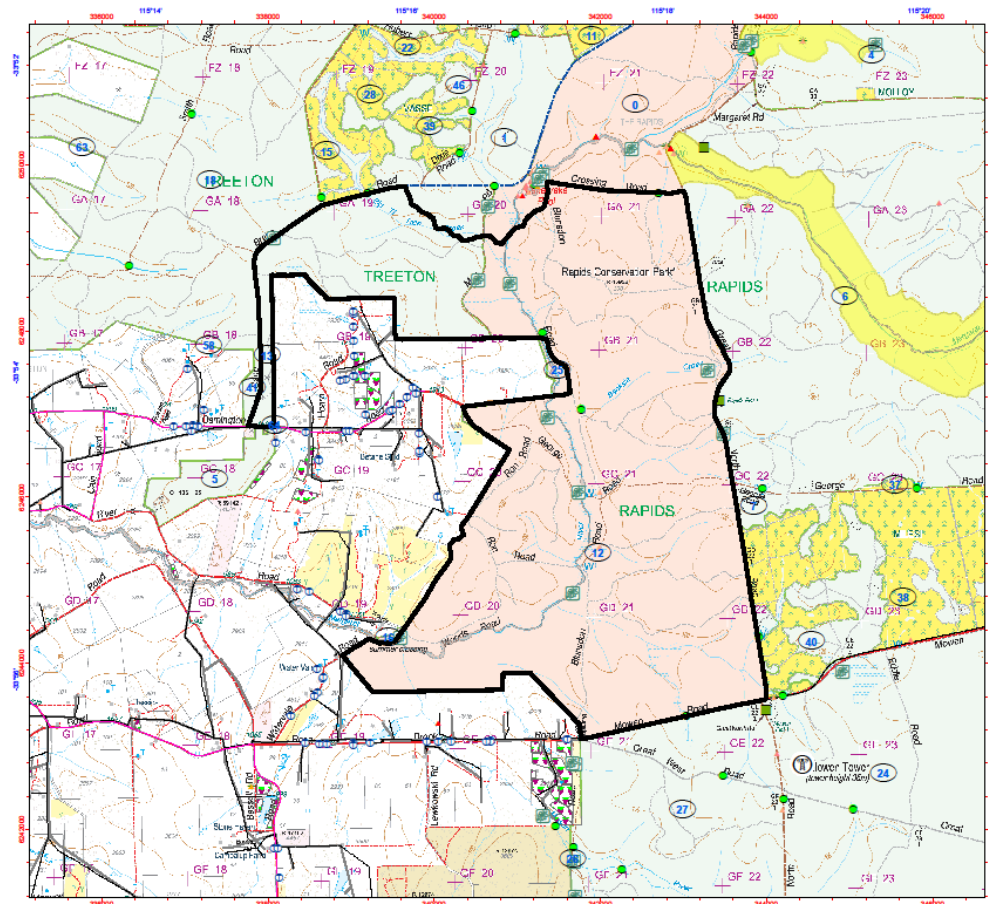


# BWD\_053 Rapids

BWD\_053  
RAPIDS  
OPERATIONS MAP  
2023/2024  
HECTARES 2256.35

## Legend

- Burn Boundary
- Apiary sites - current
- BWD Threatened flora
- Threatened and Priority Fauna (GDB)**
  - Threatened - Critically endangered
  - Threatened - Endangered
  - Threatened - Vulnerable
  - Priority Fauna
- Quokka
- BWD Fauna records
- DBCA Bridges (GDB)**
  - Unrated
  - RATIS Sites (GDB)
- Tower
- TELSTRA Infrastructure (current to 2021)
- School Bus Routes
- Distribution Lines - Overhead (High Voltage)
- Distribution Lines - Overhead
- Vineyards (DPIRD)
- Aboriginal Heritage Places - Registered Site
- Final Fauna Habitat Zone
- Years since last burnt



Grid shown at 2 minutes intervals  
Grid shown at 2000 metre intervals

Roads and tracks on land managed by DBCA may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

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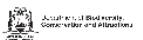
0 0.4 0.8 1.6 2.4 3.2  
Kilometers

GDA2020 MGA Zone 50



1:40,000  
(A3)

Produced by FMS Blackwood,  
Department of  
Biodiversity, Conservation  
and Attractions

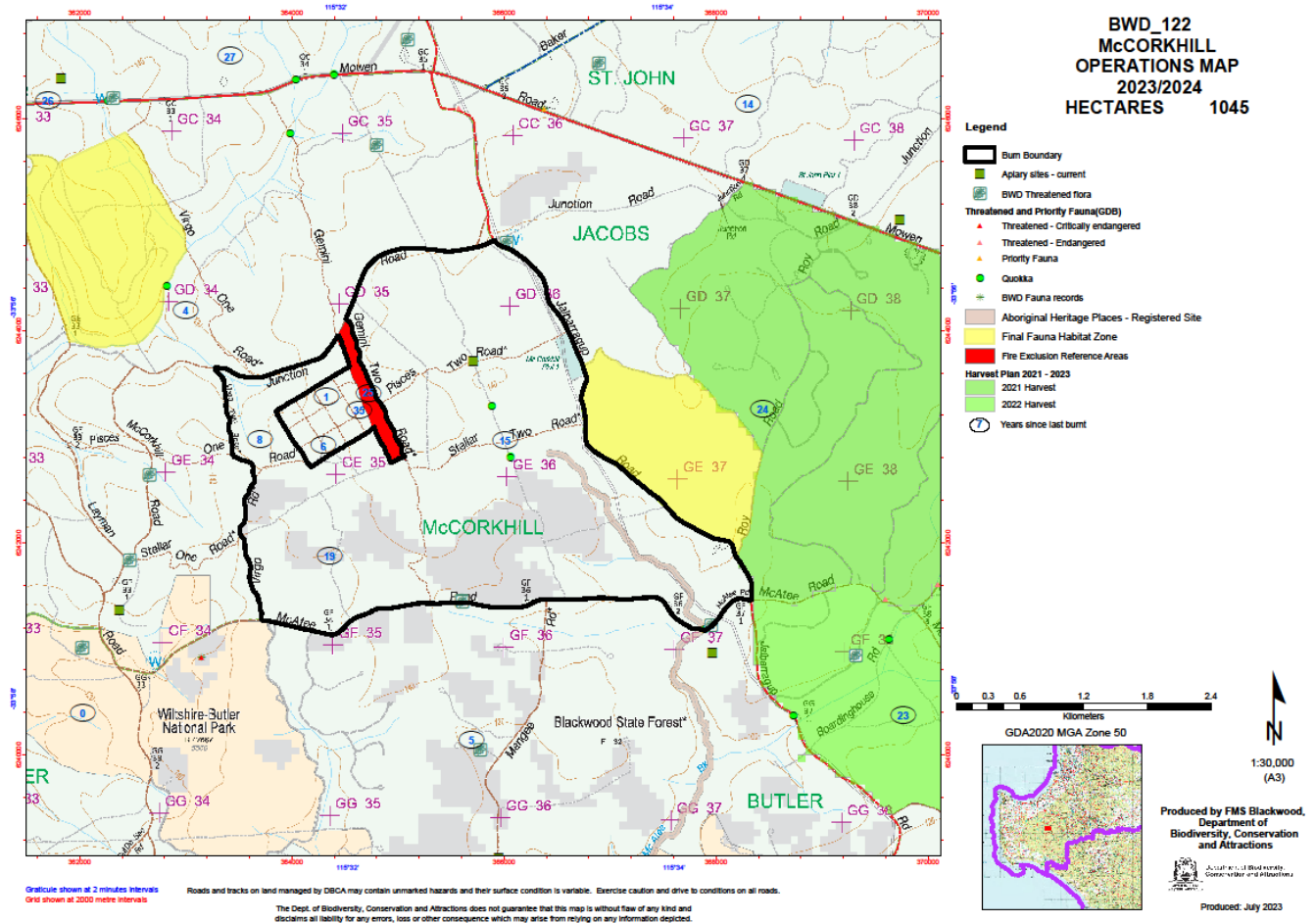


Produced: July 2023



# BWD\_122 McCorkill

- Jalbarragup road
- South of Mowen road



# Questions?

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## **Attachment C**

### 6.5 DFES Report



## City of Busselton BFAC Meeting

DFES LSW Region Report – 12<sup>th</sup> March 2024

- **Bushfire Burnover**

Late last year DFES was conducting several investigations into burnover of appliances at recent bushfires.

With the increased potential of intense bushfires in the landscape, the risk for burnover increases. Firefighters must ensure they are following LACES (Lookouts, Awareness, Communications, Escape Routes, Safety Zones), remain vigilant to changing conditions and wear the correct personal protective clothing. Siting of vehicles is of utmost importance to protect firefighters, appliances should be faced towards the escape route, not parking under hazardous trees, and not blocking access and egress routes. All operational personnel are to ensure they comply with all critical safety alarms and warning systems including low water level alarms and understand how to use critical safety features including the AVL Distress, In Cab Air, Burnover Blankets, Deluge Systems and are familiar with Burnover procedures.

DFES has 2 SOP's which are relevant to this situation,

1. SOP 3.5.10 – Crew Safety at Bushfires
2. SOP 3.5.11 – Entrapment and Burnover at Bushfires

- **2024 WAFES Awards**

Nominations are open for individuals or teams, remember those who nominate a successful finalist will receive an invitation to the awards gala dinner where the winners will be announced. Access the volunteer hub to nominate an individual or Team who have shown outstanding dedication to duty over the past 12 months.

- **International Firefighters Day**

In recognition of International Firefighters' Day, the Department of Fire and Emergency Services will be conducting a service at the Busselton Fire and Rescue Station. The service will be run on Saturday the 4<sup>th</sup> of May starting at 1000.

The service is open to all people to attend, if you would like to attend, please rsvp to Peter Thomas – [peter.thomas@dfes.wa.gov.au](mailto:peter.thomas@dfes.wa.gov.au) 0429 980 010.



- **Wooroloo Bushfire Review Recommendations**

The WA Government requested the Australasian Fire and Emergency Service Authorities Council Limited (AFAC) to undertake an independent operational review of the fire operations leading up to and during the Wooroloo bushfire of February 2021.

The Wooroloo Bushfire Review was publicly released on 29 March 2022 with various recommendations to enhance prevention, preparedness, response and recovery to bushfire in WA.

The WA Government directed the Department of Fire and Emergency Services (DFES) to lead the response to the 13 recommendations.

DFES established the Wooroloo Implementation Coordination Group to oversee the Government's response, and appointed project leads to manage responses to each of the recommendations.

An online resource - Update on the Government response to the Wooroloo review - has been developed to provide all interested community members and stakeholders with regular progress reports for each recommendation.

The resource was released in March 2023, August 2023, and the most recent update was released in February 2024 and is available on the WA Government Website.

Peter Thomas

**District Officer Capes - LSW**