11.4 Corporate and Community Services

11.4.1 MINUTES OF AUDIT AND RISK MANAGEMENT COMMITTEE HELD ON 8 MARCH 2017

Attachment 1 – Minutes of the Audit and Risk Management Committee – 8 March 2017
Audit and Risk Management Committee

MINUTES

FOR THE MEETING TO BE HELD
WEDNESDAY 8 MARCH 2017
IN COUNCIL CHAMBERS,
ALLNUTT TERRACE, AUGUSTA
COMMENCING AT 4.30PM
Meeting Notice

Dear Councillor

I advise that an Audit and Risk Management Committee Meeting of the Shire of Augusta Margaret River will be held in the Council Chambers, Allnutt Terrace, Augusta on Wednesday 8 March 2017, commencing at 4.320pm.

Yours faithfully

GARY EVERSHEDE
CHIEF EXECUTIVE OFFICER
ATTENTION/DISCLAIMER

This agenda has yet to be dealt with by the Committee. The Recommendations shown at the foot of each item have yet to be considered by the Committee and are not to be interpreted as being the position of the Committee. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Committee.

In certain circumstances members of the public are not entitled to inspect material, which in the opinion of the Chief Executive Officer is confidential, and relates to a meeting or a part of a meeting that is likely to be closed to members of the public.

No responsibility whatsoever is implied or accepted by the Shire of Augusta Margaret River for any act, omission, statement or intimation occurring during Council or Committee meetings.

The Shire of Augusta Margaret River disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement of intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person’s or legal entity’s own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or Officer of the Shire of Augusta Margaret River during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Augusta Margaret River.

The Shire of Augusta Margaret River advises that anyone who has any application lodged with the Shire of Augusta Margaret River must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Augusta Margaret River in respect of the application.

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Audit and Risk Management Committee

1.0 DECLARATION OF OPENING

The Chair welcomed all in attendance and declared the meeting open at 4.44pm

2.0 ATTENDANCE

Shire President : Cr Ian Earl North Ward

Councillors : Cr Kylie Kennaugh North Ward
Cr Peter Lane North Ward
Cr Felicity Haynes Town Ward
Cr Pam Townshend Town Ward
Cr Kim Hastie Leeuwin Ward
Cr Mike Smart Leeuwin Ward

Chief Executive Officer : Mr Gary Evershed

Minute Secretary : Ms Claire Schiller

MEMBERS OF THE PUBLIC

Nil

MEMBERS OF THE PRESS

Nil

2.1 Apologies

Director Sustainable Development, Mr Dale Putland
Director Infrastructure Services, Mr Johan Louw
Director Corporate and Community Services, Ms Annie Riordan

3.0 DISCLOSURES OF INTERESTS

Nil

4.0 PUBLIC QUESTIONS

4.1 Public Question Time

Nil

5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 Audit and Risk Management Committee Meeting held 14 December 2016

MOTION / ARMC DECISION

CR SMART, CR HAYNES AM2017/1

That the minutes of the Audit Risk Management Committee Meeting held 14 December 2016 are confirmed to be a true and correct record of the meeting.

CARRIED 7/0
6.0 REPORTS
6.1 RISK DASHBOARD REPORT – DECEMBER 2016

LOCATION/ADDRESS  Shire of Augusta Margaret River

APPLICANT/LANDOWNER  Shire of Augusta Margaret River

FILE REFERENCE  COR/17

REPORT AUTHOR  Annie Riordan, Director Corporate and Community Services

AUTHORISING OFFICER  Gary Evershed, Chief Executive Officer

IN BRIEF
- The Audit and Risk Management Committee is to be informed of the current status of risk management actions.

RECOMMENDATION
That the Audit and Risk Management Committee notes the Risk Dashboard Report December 2016 as per Attachment 1.

BACKGROUND
At the Audit and Risk Management Committee meeting of 22 October 2014 the Committee endorsed a Risk Management Framework and a series of Risk Profiles which detail the Shire’s risk status. The process for managing risk is consistent with the Risk Management Standard AS/NZS 31000:2009 and considers risks at all levels being strategic, operational and projects. The risk data is aggregated into sixteen themes where key controls and their risk ratings are developed. Assessment of this data provides details of current issues, actions and treatments that need to be addressed and form the Risk Dashboard Report. Actions identified form part of future reviews of the Corporate Plan and annual Operational Plans.

DISCUSSION/ OFFICER COMMENTS
Risk Dashboard Reports which provide the current status of risk data are presented to the Executive Leadership Team (ELT) quarterly for monitoring and review. The Risk Dashboard Report – December 2016 is the latest report presented to ELT and is provided to the Audit and Risk Management Committee for information.

Of the sixteen risk themes there is only one theme (Inadequate Environmental Management) where risk control is currently rated as Inadequate. These risks have identified actions which will assist in improving the risk control level.

<table>
<thead>
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<th>Inadequate environmental management</th>
<th>Risk</th>
<th>Control</th>
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<tr>
<td>Current Issues / Actions / Treatments</td>
<td>Due Date</td>
<td>Responsibility</td>
</tr>
<tr>
<td>Develop Operational Plans (Waste Mgt - Operational, Environmental &amp; Contingency)</td>
<td>Jun-17</td>
<td>Manager Environmental Health, Waste and Ranger Services</td>
</tr>
<tr>
<td>Develop additional sections of the Climate Change Response Plan (as per the Climate Change Response Framework)</td>
<td>Jun-17</td>
<td>Manager Planning</td>
</tr>
<tr>
<td>Develop an Environment and Sustainability Strategy</td>
<td>Jun-17</td>
<td>Manager Planning</td>
</tr>
</tbody>
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The due date for the development of the Operational Plans for Waste Management has been revised to 30 June 2017. With both the Manager Environmental Health, Waste and Ranger Services and the Director of Sustainable Development only recently being employed, an extended timeframe for the development of these plans is required.

One risk management action remains outstanding which was due for completion by 31 December 2016 being the introduction of an agenda item on compliance for the Audit and Risk Management Committee.
The compliance calendar has been developed however there are current IT issues which have not yet been resolved which are hampering reporting. The Compliance Audit Return is being presented to the Audit and Risk Management Committee at this meeting which addresses the Shire’s compliance on those items considered high risk.

At the Audit and Risk Management Committee meeting of 14 December 2016, a report on the Local Government Audit Regulation 17 Review was provided. The report prepared by AMD Chartered Accountants reviewed the extent of the Shire’s compliance with Local Government (Audit) Regulations 1996, Regulation 17. The report provided findings and recommendations and management comments. The recommendations generally provide the opportunity to improve systems and processes and where appropriate these will be included in the Risk Register and will be contained in the Risk Dashboard Report – March 2017.

STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS
Local Government (Audit) Regulations 1996, Regulation 17

STRATEGIC PLAN/POLICY IMPLICATIONS
Community Strategic Plan 2033 (CSP)
Corporate Business Plan 2016-2020
Goal 5: Effective leadership and governance
Community Outcome 2: Effective strategy, planning and asset management
Strategic Response 2.2: Develop long term Resourcing Strategy aligned to the Community Strategic Plan
Service level strategy: Monitor Risk Register actions and report regularly to ELT and the Audit and Risk Management Committee

FINANCIAL IMPLICATIONS
There may be financial implications from the actions detailed in the Risk Management Report. Actions which require expenditure form part of the budget.

SUSTAINABILITY IMPLICATIONS
The prudent management of risk is essential to ensure the ongoing sustainability of the Shire and to minimise or eliminate threats to the environment, social structure and economic development of the Shire.

VOTING REQUIREMENTS
Simple Majority

RECOMMENDATION
That the Audit and Risk Management Committee notes the Risk Dashboard Report December 2016 as per Attachment 1.

ATTACHMENTS

RECOMMENDATION / ARMC DECISION
CR SMART, CR KENNAUGH AM2017/2
That the Audit and Risk Management Committee notes the Risk Dashboard Report December 2016 as per Attachment 1.

CARRIED 7/0
6.2 REVIEW OF RISK MANAGEMENT POLICY

LOCATION/ADDRESS  Shire of Augusta Margaret River

APPLICANT/LANDOWNER  Shire of Augusta Margaret River

FILE REFERENCE  GOV/47

REPORT AUTHOR  Annie Riordan, Director Corporate and Community Services

AUTHORIZING OFFICER  Gary Evershed, Chief Executive Officer

IN BRIEF
- The Risk Management Policy is required to be reviewed biennially and is presented to the Audit and Risk Management Committee prior to being provided to Council.

RECOMMENDATION
That the Audit and Risk Management Committee notes the review of the Risk Management Policy as presented in Attachment 1 of the report.

BACKGROUND
Council’s Audit and Risk Management Committee comprises all the members of Council and operates in accordance with the Augusta Margaret River Audit and Risk Management Committee (ARMC) Instrument of Appointment and Delegation. The Committee is required to discharge the legislative obligations outlined in the Local Government Act 1995 and the Local Government (Audit) Regulations 1996. The ARMC Instrument of Appointment and Delegation identifies the duties and responsibilities under Section 8.3 and requires the ARMC to:

(vii) Monitor the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems.


CONSULTATION AND ADVICE
Internal Consultation
- Executive Leadership Team

DISCUSSION/ OFFICER COMMENTS
The Risk Management Policy was last reviewed at the Ordinary Council Meeting of 23 July 2014 (OM 2014/162) where a major review of the policy was undertaken, removing the more procedural elements of the policy which were subsequently incorporated into the Shire’s Risk Management Framework. The policy is required to be reviewed every two years. It is recommended that the timeframe for review of the policy be amended to a three-year period to bring the review in line with the majority of other Shire policies. This is the only recommended amendment to the policy.

STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS
Local Government Act 1995
Local Government (Audit) Regulations 1996, Regulation 17

STRATEGIC PLAN/ POLICY IMPLICATIONS
Community Strategic Plan 2033 (CSP)
Corporate Business Plan 2016-2020
Goal 5: Effective leadership and governance
Community Outcome 2: Effective strategy, planning and asset management
Strategic Response 2.2: Develop long term Resourcing Strategy aligned to the Community Strategic Plan
Service level strategy: Implement Risk Management Framework

FINANCIAL IMPLICATIONS
There are no direct financial implications from the review of the Risk Management Policy. There is an existing budget allocation of $5,000 in the 2016-17 budget to review the Shire’s Risk Management Framework.

SUSTAINABILITY IMPLICATIONS
The prudent management of risk is essential to ensure the ongoing sustainability of the Shire and to minimise or eliminate threats to the environment, social structure and economic development of the Shire.

VOTING REQUIREMENTS
Simple Majority

RECOMMENDATION
That the Audit and Risk Management Committee notes the review of the Risk Management Policy as presented in Attachment 1 of the report.

ATTACHMENTS
1. Risk Management Policy

RECOMMENDATION / ARMC DECISION
CR KENNAUGH, CR SMART AM2017/3
That the Audit and Risk Management Committee notes the review of the Risk Management Policy as presented in Attachment 1 of the report.

CARRIED 7/0
6.3 COMPLIANCE AUDIT RETURN 2016

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<td>Shire of Augusta Margaret River</td>
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<td>FILE REFERENCE</td>
<td>COR/80</td>
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<tr>
<td>REPORT AUTHOR</td>
<td>Emma Rogers, Governance Officer</td>
</tr>
<tr>
<td>AUTHORISING OFFICER</td>
<td>Gary Evershed, Chief Executive Officer</td>
</tr>
</tbody>
</table>

IN BRIEF
- The Audit and Risk Management Committee (ARMC) is requested to consider the attached Compliance Audit Return for the period 1 January 2016 to 31 December 2016 and report the results of the ARMC’s review to Council.

RECOMMENDATION
The Audit and Risk Management Committee recommends that Council:
1. Receives the 2016 Compliance Audit Return, noting the full compliance achieved in 86 out of 87 areas, and noting the variation of compliance and actions for remediation in 1 area;
2. Adopts the 2016 Compliance Audit Return for the Shire of Augusta Margaret River;
3. Forwards the certified copy of the 2016 Compliance Audit Return to the Director General of the Department of Local Government and Communities prior to 31 March 2017.

LOCATION PLAN
Nil

TABLED ITEMS
Nil

BACKGROUND
Each local government is required to carry out a compliance audit for the period 1 January to 31 December each year in a form approved by the Minister. The local government’s audit committee is to review the compliance audit return and report to Council the results of that review (r14 Local Government (Audit) Regulations 1996). The audit return is then required to be adopted by Council, and a certified copy submitted to the Department of Local Government and Communities by 31 March the following year.

The 2016 CAR continues in a reduced format, with the areas of compliance restricted to those considered high risk. The questions relate to regulation 13 of the Local Government (Audit) Regulations 1996.

CONSULTATION AND ADVICE
External Consultation
Nil

Internal Consultation
Chief Executive Officer and Directors

DISCUSSION / OFFICER COMMENTS
The 2016 Compliance Audit Return has been completed, for the period of 1 January 2016 to 31 December 2016. The Audit and Risk Management Committee is to consider the 2016 Compliance Audit Return and report the results of their review to the Council.

The Compliance Audit Return is then to be presented for adoption by Council and a certified copy of the return, along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit, is to be submitted to the Director General of the Department of Local Government and Communities by 31 March 2017.
The 2016 CAR consists of a total of 87 questions, divided into 9 categories, covering various aspects of the Shire’s functions and services. These categories include:

1. Commercial Enterprises by Local Governments
2. Delegation of Power/Duty
3. Disclosure of Interest
4. Disposal of Property
5. Elections
6. Finance
7. Local Government Employees
8. Official Conduct
9. Tenders for Providing Goods and Services

From a total of 87 questions, the Chief Executive Officer and Directors have confirmed that full compliance was achieved in all areas within their respective directorates with the exception of 1 question (outlined below).

Tenders for Providing Goods and Services

**Question 9: Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17?**

Reference: Reg 17 LG (Functions & General) Regulations 1996

Response: No

Comment: It was identified in the LG (Audit) Audit Reg 1996 - Audit Report, December 2016 that the tender register was not compliant with reg 17 LG (Functions and General) Regs 1996. Specifically, a copy of the notice of invitation to tender and names of each tenderer whose tender had been opened was not included in the register. The tender register has been updated and format amended, to ensure ongoing compliance with Reg 17 LG (Functions and General) Regs 1996.

Regulation 17 of the LG (Functions & General) Regulations 1996 is specific in requiring, for each invitation to tender:

(a) a brief description of the goods or services required; and

[(b) deleted]

(c) particulars of —

(i) any notice by which expressions of interests from prospective tenderers was sought; and

(ii) any person who submitted an expression of interest; and

(iii) any list of acceptable tenderers that was prepared under regulation 23(4); and

(d) a copy of the notice of the invitation to tender; and

(e) the name of each tenderer whose tender has been opened; and

(f) the name of any successful tenderer.

(3) The tenders register is to include for each invitation to tender the amount of the consideration or a summary of the amount of the consideration sought in the tender accepted by the local government.

The 2016 Audit Report found the tender register was not compliant with part (d) and (e) above.

**Corrective actions taken**

Following the findings, the tender register was updated to include all names of tenderers whose tenders has been opened, and additionally, the format of the tender register was amended to include the names of all tenderers within the actual register (previously, this information was included as an attachment to the register). The tender register is now compliant with Reg 17(e).
The tender advertising dates and newspapers in which the advertisements were placed are included in the Register, which allows the advertisement to be identified. However, the wording of Reg 17(d) is specific in requiring a copy of the notice of invitation. The tender register has been updated to include all copies of advertisements, and is now compliant with Reg 17(d).

The tender register procedure has been updated to reflect these changes to ensure ongoing compliance.

**STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**
The Annual Compliance Audit Return is required under the provisions of s.7.13 (i) of the Local Government Act 1995 and r.14 & 15 of the Local Government (Audit) Regulations 1996.

**STRATEGIC PLAN / POLICY IMPLICATIONS**
*Community Strategic Plan 2033 (CSP)*
*Corporate Plan 2016-2020*
Goal 5: Effective Leadership and Governance
5.1.3 Ensure Councillors and employees demonstrate the importance of ethical behaviour and compliance with codes of conduct.
Complete and submit Statutory Compliance Return and remediate any errors within timeframes.

**FINANCIAL IMPLICATIONS**
Nil

**SUSTAINABILITY IMPLICATIONS**
Environmental
Nil

Social
Nil

Economic
Nil

**VOTING REQUIREMENTS**
Simple Majority

**RECOMMENDATION**
The Audit and Risk Management Committee recommends that Council:
1. Receives the 2016 Compliance Audit Return, noting the full compliance achieved in 86 out of 87 areas, and noting the variation of compliance and actions for remediation in 1 area;
2. Adopts the 2016 Compliance Audit Return for the Shire of Augusta Margaret River; and
3. Forwards the certified copy of the 2016 Compliance Audit Return to the Director General of the Department of Local Government and Communities prior to 31 March 2017.

**ATTACHMENTS**
1. Compliance Audit Return 1 January 2016 to 31 December 2016

**RECOMMENDATION / ARMC DECISION**
CR HASTIE, CR LANE AM2017/4
The Audit and Risk Management Committee recommends that Council:
1. Receives the 2016 Compliance Audit Return, noting the full compliance achieved in 86 out of 87 areas, and noting the variation of compliance and actions for remediation in 1 area;
2. Adopts the 2016 Compliance Audit Return for the Shire of Augusta Margaret River; and
3. Forwards the certified copy of the 2016 Compliance Audit Return to the Director General of the Department of Local Government and Communities prior to 31 March 2017.

CARRIED 7/0
7.0 CONFIDENTIAL BUSINESS
Nil

8.0 CLOSURE OF MEETING
The Chair thanked all in attendance and declared the meeting closed at 4.51pm
11.4 Corporate and Community Services

11.4.2 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING REPORT – 9 MAY 2017

Attachment 1 – Draft Local Emergency Management Committee meeting minutes – 9 May 2017

Attachment 2 – Information Sheets on the Tomato Potato Psyllid
Local Emergency Management Committee Meeting

MINUTES

FOR THE MEETING TO BE HELD
09 MAY 2017
AUGUSTA COUNCIL CHAMBERS, 66 ALLNUT TCE, AUGUSTA
COMMENCING AT 6:30PM
Notice of Meeting

Please be advised that a meeting of the Local Emergency Management Committee will be held on 09 May 2017 in the Augusta Council Chambers, commencing at 6.30pm.

This meeting is open to members of the public.

If you are unable to attend the meeting, please contact Susie Elton, Community Development Officer.

Contact Number: 9780 5233
Email Address: selton@amrshire.wa.gov.au
Please be advised that a Local Emergency Management Committee meeting will be held on Tuesday, 09 May 2017 in the Augusta Council Chambers, commencing at 6.30pm.

ORDER OF BUSINESS

1.0 DECLARATION OF OPENING

2.0 ATTENDANCE / APOLOGIES

   2.1 Attendance
   2.2 Apologies
   2.3 Non-attendance
   2.4 Welcome to new members

3.0 PUBLIC QUESTION TIME

4.0 DISCLOSURE OF INTEREST

5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING
   5.1 Confirmation of Minutes: 14 February 2017

6.0 MATTERS ARISING FROM PREVIOUS MINUTES

7.0 SHIRE OFFICERS AND DELEGATE REPORTS

8.0 GENERAL BUSINESS
   8.1 Margaret River Volunteer Marine Rescue Group Inc.
       • Designated Emergency Services parking bay at Gnarabup and Gracetown boat ramp.
       • Signage at surf break car parks to notify the public to call 000 in case of an emergency.
   8.2
       • State Risk Project
       • Shire endorsed Local Emergency Management Arrangements
   8.3
       • Yahava Koffee Works – Emergency Volunteers offer
   8.4
       • Review of meeting times

9.0 MATTERS FOR WHICH THE MEETING MAY BE CLOSED (CONFIDENTIAL ITEMS)

CLOSE
ORDER OF BUSINESS

1.0 DECLARATION OF OPENING
Ian Earl, LEMC chairperson opened the meeting at 6.29pm.

2.0 ATTENDANCE / APOLOGIES

2.1 Attendance
Brett Trunful : Deputy Chief Bush Fire Control Officer
Danny Mosconi : Department of Fire and Emergency Services
Peter Thomas : Department of Fire and Emergency Services
Rik Lok : WA Police - Augusta
Keith MacAulay : Volunteer Marine Rescue - Augusta
David Holland : Chief Bush Fire Control Officer
Lewis Hawkins : State Emergency Service
Ian Southhall : Margaret River Police (proxy for Brett Cassidy)
Jeremy Friend : Parks and Wildlife
Leisa Prangnell : St John Ambulance and Augusta MPS
Jeff Bushby : Margaret River Fire and Rescue

Council Staff Members
Ian Earl : Shire President
Nigel Anderson : Local Recovery Coordinator
Nathan Hall : Community Emergency Services Manager
Susie Elton : Minute Secretary

2.2 Apologies
Gary Evershed – AMRSC
Annie Riordan - AMRSC
Lisa Sims – Department of Health
Dane Hendry - St John Ambulance
Wendy McKinley –
Andy Thompson – DFES
Matt Duplessis – Surf Life Saving Western Australia
Ed Hatherley – DPaW
Roma Boucher – Department for Child Protection and Family Support
Vik Cheema - District Emergency Management Advisor – South West
Rebecca Cameron – Chamber of Commerce
Gary Yates – Water Corp
Emily Lewis – Department of Agriculture and Food
Patricia MacShane – Margaret River Volunteer Marine Rescue Group Inc.
Brett Cassidy – WA Police Margaret River

2.3 Non-attendance
Marie Tweedie – Department of Health
2.4 Welcome to new members

Keith MacAulay – Volunteer Marine Rescue – Augusta
Peter Thomas – DFES

3.0 PUBLIC QUESTION TIME
Nil

4.0 DISCLOSURE OF INTEREST
Nil

5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING
Confirmation of Minutes: 14 February 2017
Moved – David Holland
Seconded - Lewis Hawkins
Carried Unanimously

6.0 MATTERS ARISING FROM PREVIOUS MINUTES

6.1 Please refer to the attached Action List

7.0 SHIRE OFFICERS AND DELEGATE REPORTS

7.1 Augusta Margaret River State Emergency Service – Lewis Hawkins

1. Call outs: Search and Rescue – Elephant Rock, 19 Feb
   Vehicle V Building – Margaret River, 2 March
   Vehicle V Tree – Osmington (stood down), 3 April
   Ambo Assist – Moses Rock – 1 May

2. Major Regional Training: Vertical Rescue Continuation – monthly
   USAR/Basic General Rescue – Busselton
   Navigate in Rural Environment – Donnybrook
   Flood boat – Mandurah
   Radio Ops – Manjimup

3. Local Inter-agency training: Mountain Bike Scenario – Pines
   Search and Rescue – Carbunup
   Rescue Scenario – Wallcliffe Cave
   Assisting with Nannup SES Training – regularly

4. Community Engagement: Leeuwin Concert – 18 Feb
   MRSHS Cadet Training – 16 March
   ANZAC Day – 25 April
5. General: Membership numbers improving – currently 30

Completed Organisation Restructure – now 2 Deputy Local Managers, Dave Hull and Adrian Yates.

Our ATU (Gator) now has a tray mounted stretcher and Ambo Officer Pod for Ambo Assists, (courtesy of Margaret River St Johns), and is currently having a WAERN radio fitted to improve search and rescue capability.

7.2 Department of Parks and Wildlife – Jeremy Friend

FIRE SEASON 2016/17

- 62 fires attended within the Blackwood District

PRESCRIBED BURNING

Areas treated during Autumn 2017

- BWD_039 (Nelson) – 90 ha 7km SW of Bridgetown
- BWD_078 (Camballan) – 1,400 ha 21km N of Boyup Brook
- BWD_079 (Upper Capel) – 1,100 ha 12km SW of Donnybrook

7.3 Augusta Volunteer Marine Rescue – Keith MacAulay

Operational report

- Augusta Volunteer Marine Rescue (AUVMR) has 43 operational members.
- Currently we have 4 Vessels, RV Ryall 10Metre NAIAD, Unnamed new vessel 4.8M NAIAD and 2 Jet skis.
- In the last reporting period the vessels have been deployed for 23 incidents.
- Currently we have a shortage of operational vehicles to tow our vessels. So we have addressed this hopefully in our DFES capital grants applications this year.
- As a group we travel to various locations outside the shire to assist with various events such as the Rottnest swim and to train with other Volunteer Marine Groups.

7.4 St John Ambulance Augusta – Leisa Pragnell

- Sub centre building is almost finished, looking at building works completion in about 3 weeks. Official opening in September, but will be fully open for business and first aid classes by the end of June
- Minimal disturbance to operations so far, Ambulances have been kept at rear of hospital for quick access, during building /construction phase
- Numbers for volunteers steady.
- Still waiting for approval from DFES for WAERN radios for 3 ambulances and handheld unit to improve inter-agency communications
- Organised and ran interagency Disaster/Emergency Management tabletop exercise since last meeting, with Augusta Fire and Rescue, Augusta Marine Rescue and Augusta Hospital. Scenario was a bus crash with 17 casualties.
7.5 **Augusta Hospital – Leisa Pragnell**

- Participated in inter-agency disaster Management tabletop exercise run by SJA.
- Continue monthly code emergency drills, including code yellow bushfire emergency drill.
- Updating and upgrading Emergency Manuals for hospital.

7.6 **Chief Bush Fire Control Officer – David Holland**

- The past three months has seen only a few incidents requiring Brigade attendance. These have been dealt with quickly and professionally by the Brigades involved. A special mention to Kudardup BFB for their efforts in saving a house in Kudardup last month. The property owner lost control of their burn and the fire impacted a couple of their sheds. They were well alight when the brigade arrived but the house and other assets were protected by an effective response from the brigade. Our thanks also to Augusta Fire and Rescue for their assistance.

- There was a debrief held at Rosa Brook after the Blain Road fire in February. My thanks to Danny Mosconi, DFES District Officer Capes, for conducting the meeting and for collating the recommendations afterwards. The general feeling was that there was a high degree of interagency cooperation and that everyone did the best that they could on the day. As always there are opportunities for improvement and Danny has highlighted these in his report.

- I would like to acknowledge all the Shires FCO’s for their cooperation in the issuing of permits while we were liaising with the vineyards and the issues surrounding the possibility of smoke taint. This was a year of unfortunate timing with the vineyard ripening season delayed and the burning season potentially being able to start early. The Shire delayed all prescribed burning until May in order to give the grape growers their best opportunity to harvest their produce. However, there is now the possibility that the Shire will not be able to proceed with any of this Autumn’s burn program due to the potential onset of the wet season. We will need to meet with the Wine Industry Association to try and come to a mutually acceptable position to be able to avoid this conflict of interests from happening again.

7.7 **Margaret River Volunteer Marine Rescue Group Inc. – Patricia MacShane**

- 207/2018 Capital Grant has finally been submitted. The group is looking for funding to go towards a new tow vehicle
- Crew members have been attending MARSAR courses held in conjunction with the Water Police in Esperance and Busselton
- We provided the water safety at both Dunsborough Xtreme Adventure race (over 600 people swimming) and the Gracetown Bay Swim (266 people competing) with the assistance of Naturaliste and Augusta VMR's as well as Surf Rescue helicopter. Apart from a visit by a 3m Tiger shark at Dunsborough, everything else went to plan.
- New signage is been created for both Gnarabup and Gracetown boat ramps, with updated contact numbers and radio channels for emergency situations. Dept of Transport are still finalizing.
- No new members in the last month or two. Those who have joined the group recently are extremely active and keen for training. With the "grandfathering" process for the DFES training pathway soon to begin, we hope to continue to meet our commitment with exposing our crew to as many training programs as possible.
• Very few callouts over the last month or two. Mainly kite surfers and boats running low on fuel
• The group laid a wreath at the dawn service for ANZAC day
• The group is looking to carrying out a multi agency training day, preferably over the winter months. Work in progress

7.8  Department for Child Protection and Family Support – Roma Boucher
1. Workers from CPFS Emergency Services Unit were recently seconded to support the Queensland recovery work, and I was included with the 1st team departing on Sunday 9th April 2017. We travelled to Mackay via Brisbane and following a briefing, were transported by car approximately 200kms north to Bowen and were based at the local TAFE operating as the recovery hub.

We were advised 80 recovery teams were working in the affected areas;

Following some training we travelled to and attended at homes of affected residents offering outreach services together with Lifeline and Red Cross;

5 different types of financial assistance was available from the Queensland State Government, however we were mainly dealing with 2 types – Immediate Hardship and the Essential Services Grant. The other 3 types – Essential Household Contents, Structural Assistance and Essential Services Safety and Reconnection Schemes are income tested and required further inspection and assessment by Local Government.

Local residents described the cyclone as not being so bad and some previous experiences being worse, but the subsequent torrential rainfall (described by BOM as ‘phenomenal’) with 48 hour accumulations exceeding 1,000mm (39in) caused greater problems.

As at 8th April, 6 deaths have been reported and two people are listed as missing in Queensland, and another 6 deaths were reported in NSW. (ref Wikipedia 01May2017)

The weather was warm and humid and I was grateful it was April and not Jan/Feb as per the last activation in 2011. We were also advised to wear long sleeves etc and were supplied with insect repellent and sunscreen.

Four of our team of eight returned to Perth on Saturday 15th April. I appreciated the experience including the opportunity to work with Lifeline in particular, following some challenging visits to people including suicide ideation and another being highly traumatised following their experience during the cyclone. I was also mindful of the logistics involved in sustaining 80 recovery teams and how WA would cope if a similar event occurred over an area of 1,800 kms of our State coastline.

2. I have recently commenced a round of Emergency Welfare Coordination Group meetings and have had meetings in the Shires of Nannup, Capel and City of Busselton, and unfortunately cancelled the Shire of Dardanup as it was to occur when I was in Queensland. I will be in contact with Nathan soon to arrange a meeting for the Shire of Augusta Margaret River. Items reviewed at the meetings were:

• CPFS updates
• Agency Roles and Responsibilities handout
• Waroona Complex Bushfires update and Special Inquiry Report by Euan Ferguson
• Gwindinup Bushfire activation and lessons learnt
• Agency updates including Equine Welfare
3. CPFS now has a supply of 50 x air mattresses/blankets/towels and toiletries stored in our Emergency Services trailer at the Bunbury office, in readiness for an event in the SW District.

4. I will be attending our Emergency Services Unit Conference from the 9-11th May in Perth. The agenda will cover a review of the year’s activations for the State; Yarloop in Recovery; Questions on notice and our Queensland deployment.

7.9 District Emergency Manager Advisor – South West – Vik Cheema

Ferguson report - Implementation update
The SEMC and the OEM (former SEMC Secretariat) have made substantial progress on most of their recommendations and/or opportunities for improvement. The SEMC noted all the recommendations and opportunities, assigned to the SEMC and OEM, that have been completed. The status of the remaining items is:

Community sirens:
- The OEM has developed draft guidelines and an associated discussion paper. These have been circulated widely for comment. Discussions are continuing with local governments who are interested in piloting the guidelines and/or proceed to install one or more sirens.

Farmer and Forestry fire-fighting units:
- The OEM has prepared a discussion paper for wide circulation and has commenced discussions with the WA Farmers, Pastoralists and Graziers Association, Forest Industries Association and other stakeholders.

The SEMC noted the progress made in relation to assessing the applicability of strategic control priorities for fire being applied to all hazards. The SEMC Response Capability Subcommittee has discussed relevance to, and benefit of, applying strategic control priorities to all hazards. Further clarification and analysis is underway and will be presented to the SEMC once completed.

It is anticipated that the responsibility for monitoring the progress of Ferguson Report recommendations will transfer from the Department of Premier and Cabinet to OEM in April or May 2017.

2017 Australasian Natural Hazards Management Conference (ANHMC)
The 2017 Australasian Natural Hazards Management Conference will be hosted by the Office of Emergency Management and will take place from 30 October to 3 November 2017. The main venue will be The University Club of Western Australia. The theme of the conference is “Translating Research into Practice”. The website is up and running and an email has been sent to all stakeholders announcing the conference. [http://anhmc.org/](http://anhmc.org/)

SW District News

State Risk Project – Local Risk
In 2013, the State Emergency Management Committee (SEMC) initiated the State Risk Project, which was designed to gain a comprehensive and consistent understanding of the risks faced at state, district and local levels.

To date work has concentrated on the state and district levels, however the focus is now firmly on the local level, and the roll out of this phase of the project began late in 2016. The project aims to;

- Help local governments to understand their risk
• Assist local governments to complete the emergency risk management (ERM process as required by existing policy)
• Allow the state to gain a comprehensive understanding of current risks at the local level
• Provide information to enable future mitigation at all levels which will reduce the future cost of disasters.

The local level component of the project has begun. Thus far, group workshops have been held in the Great Southern and South West, involving 33 local governments. The aim of the local level phase is to provide training, support and tools to local governments to assist them to undertake the emergency risk management process (as required by existing policy).

Planning is currently underway to facilitate the combined workshops for the local governments in the South West EM district. The risk workshop key dates for 2017 are:

Table facilitator’s workshop 22 August 2017
Local risk workshop 1 (storm and flood) 29 August 2017
Local risk workshop 2 (fire and electricity supply interruption) 3 October 2017

A group of selected members from each local government/LEMC will be requested to attend the local risk workshops.

For further information on the State Risk Project – Local, and a list of frequently asked questions, please use this link to website: https://w.oem.wa.gov.au/Pages/Risk-Local.aspx

South West DEMC meeting schedule
2 May 2017
10 Oct 2017

7.10  Department of Agriculture and Food, Western Australia – Emily Lewis

7.11  Shire of Augusta Margaret River Local Recovery Coordinator - Nigel Anderson

Money has been allocated in the 2017-18 budget for emergency response training for staff.

Red Cross will be running a training session for Local Government Employees on the 26 September from approximately 1pm – 4pm (time to be determined) within Council Chambers, Margaret River.

The session will cover the following;

• Individual and community responses to emergencies
• Communicating in Crisis
• Introduction to recovery
• Harnessing Goodwill
• Looking after you and your team
This course will be opened to neighbouring local government organisations closer to
the time.

7.12 WA Police – Augusta
Augusta Police had little involvement in emergency situations since the last LEMC.
The search for Lewis Owen COVERLEY (20 years) at Elephant Rock on the 18-19/02/2017
was the only major incident attended and resulted in his body being found by Police divers a
short distance from where he fell in.

7.13 Outstanding Delegate Reports

<table>
<thead>
<tr>
<th>WA Police - Margaret River</th>
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<tr>
<td>Department of Fire and Emergency Services</td>
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<tr>
<td>Volunteer Fire and Rescue Service</td>
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</table>

8.0 GENERAL BUSINESS

8.1 Margaret River Volunteer Marine Rescue Group Inc. (cancelled item due to
absence of Margaret River VMRG – bring to next meeting)
- Designated Emergency Services parking bay at Gnarabup and Gracetown
  boat ramp.
- Signage at surf break carparks to notify the public to call 000 in case of an
  emergency.

8.2 Local Emergency Management Arrangements
The Shire of Augusta Margaret River Local Emergency Management Arrangements
have been completed and endorsed by the Shire and have been sent to DEMC &
OEM for further endorsement.

Thank you to all the agencies and Shire staff that assisted in the comprehensive
arrangements, which are now being used to set a standard for the state.

8.3 State Risk Project
On the 8 February, the Shires Director of Corporate and Community Services and the
CESM attended the State Risk Project – Local Group Workshop. The State Risk
Project aims to:
- Help local governments to understand their risk.
- Assist local governments to complete the emergency risk management (ERM
  process as required by existing policy)
- Allow the state to gain a comprehensive understanding of current risks at the
  local level
- Provides information to enable future mitigation at all levels, which will reduce
  the future cost of disasters.

An update has been provided by the OEM District Advisor Vik Cheema in
regards to the future process of local governments undertaking the State Risk
Project, of which the Shire has been on the front foot in developing a
framework ready for the risk assessment to be undertaken.

State Risk Project -
Local Group A SW g

8.4 Yahava Koffee Works – Emergency Volunteers Offer
Yahava Koffee Works have provided an offer that is accessible to the Emergency Services Volunteers in the Shire.

CESM Nathan Hall advised that volunteers should consider using this when they can be easily identified in their uniforms/PPE.

8.5 Review of meeting times
Discussion in regards to changing the meeting time to 4.30pm, as appose to 6.30pm. All meeting attendees agreed upon this time.

Motion: The Committee makes a recommendation to Council to change LEMC meeting start time to 4.30pm.

Moved – Lewis Hawkins
Seconded - David Holland
Carried Unanimously

8.6 Wear Orange Wednesday - Danny Mosconi
The SES is painting the town ORANGE for Wear Orange Wednesday (WOW Day) on 10 May. Get your family and friends to wear something orange to work or school to show support for SES volunteers on this day.

9.0 MATTERS FOR WHICH THE MEETING MAY BE CLOSED (CONFIDENTIAL ITEMS)
Nil

10.0 CLOSE

Meeting declared closed at 7.35pm
<table>
<thead>
<tr>
<th>ACTION DATED</th>
<th>ACTION ITEM</th>
<th>ACTION UPDATE</th>
<th>STATUS</th>
<th>ACTIONING OFFICER</th>
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<tbody>
<tr>
<td>10.11.15</td>
<td>NDRP Grant Funding</td>
<td>23/02/16: Nathan suggested we consider applying for NDRP funding for back-up power for welfare centres, shire offices and depot. This would be a 50/50 contribution with Shire funding. Motion: Shire to investigate funding opportunities for alternate power supplies for key shire buildings including identified welfare centres. Moved: Danny Mosconi Seconded: Brett Cassidy. If anyone has any other grant funding ideas, please send through to Nathan. 10/05/16: Following the February 2016 meeting the CESM has looked into possible funding opportunities for the addition of alternative power supplies to key Shire buildings. From discussions with one of the Shires electrical contractors it has been suggested that several transportable generators be purchased over a period of up to 8 years that can be hard wired into the relevant Shire building. Due to the costs the CESM has requested that the Shire consider a 220kva portable generator, load bank and sea container for storage in the 2016/17 budget at a cost of around $62,500. Hopefully this can receive a 50% subsidy via a grant such as the NDRP or Royalties for Regions. 08/11/16: Funding has been made available from the</td>
<td>On Going</td>
<td>ALL</td>
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</table>
Shire to facilitate the funding of the following items:
- Electronic Fire Danger Rating Signs (x2).
- 50% funding towards a 220kva portable generator, load bank and sea container for storage.

On the SEMC Website it advises that the NDRP grant funding will be opening soon and once the grants are open I will be applying for the additional funding for the generator and two more additional fire signs.

14/02/16: Funding has been made available from the Shire to facilitate the funding of the following items; Electronic Fire Danger Rating Signs (x2). 45kva portable generator, load bank and trailer. Unfortunately, due to a change in the NDRP grant process I am unable to secure additional funding through the grant system to increase the amount for equipment for these two projects. As such the above items will now be purchased which will go towards mitigating the risks of bushfire and prolonged power outage within the Shire.

There is the possibility of working with the Water Corporation, Parks and Wildlife and DFES to retrofit the existing water storage tank at the 10-mile brook dam into an emergency water supply. This project is available for funding via the NDRP grant.

09/05/17: We are still currently awaiting the outcome of the Shire’s NRDP application for the retrofit to the existing water storage tank at the ten-mile brook dam into an emergency water supply. This project will be undertaken in conjunction with the Water Corporation, Parks and Wildlife and DFES to provide an alternative water source for the Shire during bushfire events.
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<tr>
<th>Date</th>
<th>Message</th>
<th>Status</th>
<th>Notes</th>
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<tbody>
<tr>
<td>23.02.16</td>
<td>Members to have a think about the proposed bio security exercise; how this would impact onto our shire, and what will need to be considered.</td>
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<td>08/11/16</td>
<td>Due to workload the Bio Security Exercise has been moved back to May 2017.</td>
<td>On Going</td>
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<td></td>
<td>In December 2016 it is possible for the DCPFS to conduct a welfare exercise with the Shire. This will be great training for Shire staff and local DCPFS staff to practice welfare system in the lead up to what could be another busy fire season.</td>
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<td></td>
<td>Recommendation that the Shire support its staff in attending the proposed combined Shire and DCPFS Welfare exercise to be held in Margaret River. (Possibly 1 December 2016)</td>
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<td>14/02/17</td>
<td>Thanks to Emily and her team from DAFWA who have put together a presentation on biosecurity for us at tonight’s meeting.</td>
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<td></td>
<td>From this presentation the committee will be asked for a specific area to focus a biosecurity desktop exercise on later in the year.</td>
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<td>09/05/2017</td>
<td>Following Emily’s presentation regarding Biosecurity and the relevant measures that DAFWA undertake to protect our state there has been a serious outbreak of the tomato potato psyllid. This is requiring considerable resources from DAFWA and a Biosecurity exercise at this time will need to be postponed and potentially rolled into the State Risk Project during the second half of the year.</td>
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<td>The Committee needs to be aware of the impact this has had on the agricultural industry and be prepared should this have any relevance within the shire and to</td>
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<td>Date</td>
<td>Project</td>
<td>Description</td>
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<td>09.05.17</td>
<td>Portable Emergency Generator</td>
<td>The Shire of Augusta Margaret River has recently taken possession of its new portable 45Kva emergency generator. The portable generator has been set up so that it can be transported by a standard 4x4 utility and has sufficient capacity to power the entire Shire Depot or critical functions within the Shire’s administration facility (pending on the emergency). This provided the Shire with great business continuity capacity as well as the ability to function and undertake recovery responsibilities during an emergency.</td>
<td>Completed</td>
</tr>
<tr>
<td>09.05.17</td>
<td>Fire Danger Rating Signs</td>
<td>The Shire of Augusta Margaret River has put in an order for two electronic fire danger-rating signs, which have been identified to be located at strategic locations on Caves Road and Bussell Hwy on the outskirts of the Margaret River town site. These new Fire Danger Rating Signs will be a great source of information for the community and tourists to help them make an informed decision in relation to bushfires and other emergencies.</td>
<td>On Going</td>
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</table>
11.4       Corporate and Community Services

11.4.3     BUSH FIRE ADVISORY COMMITTEE MEETING MINUTES
            – 17 MAY 2017

Attachment 1 – Unconfirmed Bush Fire Advisory Committee Meeting Minutes
               and Attachments – 17 May 2017

Attachment 2 – Information Sheets on the Tomato Potato Psyllid
Augusta Margaret River Bush Fire Advisory Committee Meeting

Minutes

For the meeting held
Wednesday, 17 May 2017
Council Chambers
66 Allnutt Terrace, Augusta
Commencing at 6.00pm
Notice of Meeting

Please be advised that the next meeting of the Augusta Margaret River Bush Fire Advisory Committee will be held on 16 August 2017 in Margaret River Council Chambers, 41 Wallcliffe Road, Margaret River commencing at 6.00pm.

This meeting is open to members of the public.

If you are unable to attend the meeting, please contact Hannah Waters, Executive Assistant Corporate and Community Services.

Contact Number: 9780 5638
Email Address: hwaters@amrshire.wa.gov.au
# AUGUSTA MARGARET RIVER BUSH FIRE ADVISORY COMMITTEE MEETING

**Minutes: 17 May 2017**

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<td>7.3 Shire Fire Control Officers</td>
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<td>7.4 Community Emergency Services Manager / Shire Training Officer</td>
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<td>7.5 Shire Executive Officer / Representative</td>
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<td>7.9 Department of Parks and Wildlife</td>
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<td>8.2 Election of Fire Control Officers – David Holland</td>
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<td>8.3 Notice of Motion – Martin Dekkers</td>
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<td>8.4 Blain Road fire debrief by Danny Mosconi, DFES DO Capes</td>
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<td>9.0 Matters for which the meeting may be closed (Confidential Items)</td>
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<tr>
<td>10.0 Closure of meeting</td>
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</table>
1.0 Declaration of opening
The meeting was declared open at 6.02pm.

2 Attendance / Apologies / Non-attendance

2.1 Attendance
Committee Members
David Holland : Chief Bush Fire Control Officer (CBFCO)/Chairperson
Brett Trunfull : Deputy Chief Bush Fire Control Officer (DCBFCO) /Deputy Chairperson
Diane Holland : Witchcliffe Bush Fire Brigade
Bob Baker : Wallcliffe Bush Fire Brigade
Martin Dekkers : Kudardup Bush Fire Brigade
Simon Hanson : Karridale Bush Fire Brigade
Peter Brindley : East Augusta Bush Fire Brigade
Ray Gilchrist : Alexandra Bridge Bush Fire Brigade
John Matten : Molloy Island Volunteer Bush Fire Brigade
Peter Delfs : Gracetown Bush Fire Brigade – 6.04pm
Cr Ian Earl : Shire President – 6.07pm
Andy McFarlane : Cowaramup Bush Fire Brigade – 6.26pm
Andrew Newnham : Rosa Brook Bush Fire Brigade – 6.33pm

Council Staff Members
Nathan Hall : Community Emergency Services Manager (CESM)
Chris Lloyd : Bushfire Risk Planning Coordinator (BRPC)
Hannah Waters : Minute Secretary

Observers
Danny Mosconi : Department of Fire and Emergency Services (DFES)
Jeremy Friend : Department of Parks and Wildlife (DPaW)
Georgina Thiele : Bush Fire Ready Coordinator/South

2.2 Apologies
Annie Riordan : Director Corporate and Community Services

2.3 Non Attendance
Nil

3.0 Question time for the public
Nil

4.0 Disclosure of members’ interest
Nil

5.0 Confirmation of minutes of previous meeting

5.1 Bush Fire Advisory Committee Meeting Minutes: 15 February 2017

RECOMMENDATION
That the unconfirmed minutes of the Bush Fire Advisory Committee Meeting held 15 February 2017 be confirmed as a true and correct record of the meeting.
Moved: John Matten
Seconded: Bob Baker
Carried: All
6.0 Matters arising from previous minutes

6.1 Action List

<table>
<thead>
<tr>
<th>Date</th>
<th>Action Item</th>
<th>Action Update</th>
<th>Status</th>
<th>Actioning Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>15/2/17</td>
<td>Brigades to forward a post incident report on the standard template for the Rosa Brook fire to the CBFCO prior to the debrief on Wednesday, 21 February 2017.</td>
<td>17/5/17: Incident reports were received and forwarded to DFES. Danny Mosconi will be providing a presentation about the findings later in the agenda.</td>
<td>Completed</td>
<td>All brigades</td>
</tr>
<tr>
<td>15/2/17</td>
<td>CESM to follow up relocation of Osmington fire shed off private property.</td>
<td>17/5/17: Prior to shed being removed we are waiting to see what is happening about the extensions to the Rosa Brook Fire Shed. If there is a positive outcome, progress to move the shed off the property will be made. If any brigades are interested in the shed please speak to brigade.</td>
<td>Ongoing</td>
<td>Nathan Hall</td>
</tr>
<tr>
<td>15/2/17</td>
<td>The Shire has funded two electronic fire danger signs and the CEMS has requested brigades forward suggestions for the sign placement through to him via email.</td>
<td>17/5/17: We are expecting the signs to arrive sometime in the next two weeks. Thank you for forwarding possible location suggestions through. The signs will be completely automated and linked to the Bureau of Meteorology. They will show the Fire Danger Index for Leeuwin. Note: Brigades can forward a request through to CESM to place a message on the sign about a planned burn for consideration.</td>
<td>Completed</td>
<td>All brigades</td>
</tr>
<tr>
<td>15/2/17</td>
<td>Expression of interest for members of any brigade who would be available mid-week to assist at a hazard reduction burn should the need arise to be emailed to the CEMS for collation.</td>
<td>17/5/17: Brigades to follow up and forward information through to CESM.</td>
<td>Ongoing</td>
<td>All brigades</td>
</tr>
<tr>
<td>15/2/17</td>
<td>CESM to compile database of volunteer fire fighters who may be available to assist mid-week in the event of a hazard reduction burn.</td>
<td>17/5/17: CESM to follow up once information received.</td>
<td>Ongoing</td>
<td>Nathan Hall</td>
</tr>
<tr>
<td>Date</td>
<td>Task</td>
<td>Completion Date</td>
<td>Relevant Person(s)</td>
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<tr>
<td>15/2/17</td>
<td>Brigades to confirm with CESM via email: 1. if their appliances contain a halogen hand held spotlight with two globes 2. forward any photographs of damage caused by the light melting/burning surrounds if relevant</td>
<td>17/5/17</td>
<td>Completed</td>
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<td>Brigades</td>
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<tr>
<td>15/2/17</td>
<td>CESM to forward incident reports and photographs where relevant of fuel line crimping on Light Tanker pumps and incidents from hand held halogen lights through to DFES.</td>
<td>17/5/17</td>
<td>Completed</td>
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<td>Nathan Hall</td>
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<td>15/2/17</td>
<td>CESM to send a letter to DFES regarding brigade concerns about hoses, clamps, clamping system, servicing and ongoing inspections of the deluge system.</td>
<td>17/5/17</td>
<td>Completed</td>
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<td>Nathan Hall</td>
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<tr>
<td>17/5/17</td>
<td>CESM to follow up with the Shire to see if the Environmentally Sensitive Areas (ESA’s) within the Intramaps system can be accessed through general site access.</td>
<td></td>
<td>Nathan Hall/Chris Lloyd</td>
<td></td>
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7.0 Reports from Shire Officers and Delegates

7.1 Chief Bush Fire Control Officer

The past three months has seen very few incidents requiring Brigade attendance. These have been dealt with quickly and professionally by the Brigades involved. A special mention to Kudardup for their efforts in saving a house in Kudardup last month. The property owner lost control of their burn and the fire impacted a couple of their sheds. They were well alight when the brigade arrived but the house and other assets were protected by an effective response from the brigade.

There was a debrief held at Rosa Brook after the Blain Road fire in February. My thanks to Danny Mosconi for conducting the meeting and for collating the recommendations afterwards. The general feeling was that there was a high degree of interagency cooperation and that everyone did the best that they could on the day. As always there are opportunities for improvement and Danny has highlighted these in his report.

Nathan and I attended a ROAC meeting in March, which was held in Manjimup. I made the meeting aware of the issue that this Shire had discussed regarding the requirement for brigades to maintain the new deluge system. After some discussion, the meeting decided to write to DFES to advise that this requirement was not something that volunteers should be undertaking.

I would like to thank all the Shires FCO's for their cooperation in the issuing of permits while we were liaising with the vineyards and the issues surrounding the possibility of smoke taint. This was a year of unfortunate timing with the vineyard ripening season delayed and the burning season potentially being able to start early. The Shire will meet with the Wine Industry Association to try and come to a position to be able to avoid this happening again. Thank you for your assistance with this.

By the time we meet for BFAC I will have attended Witchcliffe's and Molloy Island's AGMs. I really enjoy meeting with you all and I would love to have an invite to your AGM as they come up, it stops me from having to gate crash if I get an invite!

Please keep yourselves safe and thank you for your dedication and support.

7.2 Deputy Chief Bush Fire Control Officer

Nathan Hall will soon be moving onto another job with DFES and on behalf of all the brigades I would like to thank Nathan and remind everyone of what a fantastic job he has done since he started two years ago. Some of the areas he has made improvements include:

- Getting the vehicles repaired and up to standard
- Upgrades to the sheds including flooring and computers
- Purchase and provision of PPE for brigades

His hard work and attention to detail has not gone unnoticed. Nathan has lifted the bar and will be a very difficult act to follow. We wish you all the very best for the future.

7.3 Shire Fire Control Officers

East Augusta

- Attended Augusta River Festival fireworks display
- Floors sealed at fire station
- Attended one call out in Scott River
- One permit issued
- Training continues on a fortnightly basis as are maintenance runs

Karridale

- The past three months have been reasonably quiet with only two callouts
- Regular training with a good number of people attending

Molloy Island

- Training is still occurring fortnightly however it will ease off over the coming months
- We have recruited one new member and they have been trained to level 1
Augusta Margaret River Bush Fire Advisory Committee Meeting Minutes: 17 May 2017

- Our AGM was held on 8 May
- All positions are unchanged except for the Maintenance Officer which has now been filled by Derek Wood
- Nathan Hall presented Life Membership to Brian Northeast (Noddy) who has served with the brigade for 22 years

Witchcliffe
- It has been a very quiet summer
- The BFB attended a car/scrub fire near Calgardup Road
- The VFRS have not attended any incidents
- Several permits have been written for landholders across the Witchcliffe and Forest Grove areas
- Training continues as usual with BFB on the first Friday of the month and VFRS every second Friday. We have signed up some new members recently to both BFB and VFRS. Two of these members have excelled in negotiating the Volunteer Portal and the eAcademy, completing their Intro and Bush Fire Fighting locally, and completing AllMS Awareness and the optional Alcohol and Drug awareness course on the eAcademy all in just under 8 weeks. Just goes to show what commitment and enthusiasm can do. They are now registered on the FF Level 2 Pathway and looking forward to getting the practical experience in the future
- The station building works are now complete. It is great having a second toilet and a wonderful mezzanine storage area. This has been fully funded through our community donations
- Our AGM was held on Wednesday 12 April. All elected positions remained unchanged
- Our East Witchcliffe FCO, Damon Gherardi, has formally resigned from the position. The brigade agreed to retain the position and is looking for someone to step into the role. In the interim it was agreed that Diane Holland would cover the position until a potential FCO is identified
- We acknowledged 11 members for their consistent work for the brigade with our annual in house awards
- Kelly Kniveton was also awarded his 15 year National Service Medal

Kudardup
- Kudardup continues training on the first and third Thursday of the month with good attendance
- Members are taking advantage of the training courses offered
- We had two callouts up 4 May. One in Scott River and the other on Poole Road
- A number of fuel reduction burns are scheduled for May, weather permitting
- We have issued 24 permits to date
- Finished a burn for Water Corp in Augusta

Gracetown
- Continued good turnout for training each fortnight
- Three Fire Permits were issued for the season
- Plans for the shed extension are progressing and earthworks have now started
- Have opened up the Brush Cutting Tip once again to encourage residents to prune back the vegetation on their blocks

Wallcliffe
- Wallcliffe 34 in Perth having deluge system fitted have a replacement
- Welfare support trailer shed is mostly complete now. Thanks for the funds from the Shire. Water and electrics installed. Permanent home
- AGM coming up on 13 June
- We would like to get some additional FCO-s through the course in September will that be ok?
- Nathan/Danny -- Yes, course scheduled in September
Alexandra Bridge
- Quiet few months
- Couples of call outs
- A few permits have been issued

Cowaramup
- The new truck has arrived and has been used twice already
- We have had it since the 26 April and it looks like it will do a good job for the Shire
- We have had one out of shire call out and a few small incidents within the gazetted area
- Training is going well
- There was a good turnout for the new truck orientation, attracting 26 members
- Our AGM will be held 22 June and the invites will soon be distributed
- Thank you to Nathan for his help and efforts over the past two years been good working with you

Rosa Brook
- Our membership numbers up with 34 active members attending training
- The brigades have all appreciated Nathan’s support while he has been in the role. Thank you

7.4 Community Emergency Services Manager / Shire Training Officer
Prevention

Mitigation Works
Due to the cool weather over summer, there was a conflict this autumn with the late harvesting of local vineyards in the southwest region. All agencies, DFES, DPaW and LG all held off on burning activities to allow the harvesting to be completed.

Whilst this was very beneficial for the local industries, it does leave a question in relation to achieving a balance between community safety via the completion of prescribed burning and economic return for local industry. The Margaret River Wine Association has been supportive of the Shire’s communication throughout this autumn and are willing to discuss how an even balance can be achieved into the future. This unfortunately cannot be said for some individual growers who sent notification of possible legal action against the Shire, Staff and Volunteers for any perceived loss due to smoke taint from hazard reduction burns.

There are approximately six Shire reserves that have had works completed on them so they are ready for hazard reduction burning.

Preparedness

Training
Due to low numbers of participants, two courses (Introduction to Structural Fire Fighting & Pump Operations) were recently cancelled. These courses are available to bushfire fighters and very beneficial even though they have a fire and rescue background. The Introduction to Structural course is also a pre requisite for volunteers wanting to complete courses in Pathway 5.

A call for nominations for first aid training was sent out to all the brigades today. Please ensure that this is passed on to your members.

Nominations for training (except for first aid) all need to be lodged via the EAcademy system which has been improving greatly over the last few months with many of the glitches being tidied up. However, it can still be a challenge to operate the EAcademy system and I encourage brigades to work with tech savvy members to work through the system or as always give me a call.

PPE Orders
PPE Orders are complete for this financial year with approximately $36,000 allocated to the Shire’s ten brigades.
The next order will be called for in September 2017; however, there are some additional items still in stock at the Shire if urgently required.

**Local Government Grant Scheme (LGGS) and Shire Budget**

A 75-page LGGS budget application was submitted in March to DFES with a request to again increase the operational funding for the Shire’s Bushfire Brigades in 2017-18. From this application, an additional sum of $15,000 was granted which now takes the operational budget to $220,000 which is up from $176,000 in 2015.

A significant proportion will be used to cover over expenditure with the increased services I have been able to provide over the last two years and will include internet service to all the bushfire stations.

The results of capital items which included proposed extensions to Kudardup, Cowaramup and Rosa Brook fire stations and items valued between $1,200 and $5,000 should be released over the next four weeks.

**Local Emergency Management Arrangements**

The review of the Shire’s Local Emergency Management Arrangements is now complete. The arrangements comprise of ten documents that range from recovery, welfare and evacuation and are a critical component of the Shire’s requirements under the *Emergency Management Act 2005*.

I would like to thank everyone for their patience during the review as it took up a considerable amount of my time. However the end result is very beneficial with the Shire’s arrangements being set as a standard for the State.

**Emergency Water Tanks**

An audit on all of the Shire’s emergency water tanks has been completed and I am awaiting on a report to identify repairs or upgrades to the tanks, which are to be conducted over winter ready for summer.

A new Emergency Water tank has been installed adjacent to the Gnarabup fire shed and will provide a great resource to the local community.

Grant funding through the NDRP grants has been applied for to upgrade the existing 10 Mile Brook water tank, which is now surplus to Water Corporation needs. The grant will be a combined effort by the Shire, DFES, DPaW and the Water Corporation which will enable access and filling points for fire appliances and bulk water tankers as well as filling and landing points for rotary wing aircraft.

**Response**

Since the February BFAC meeting the Shire's brigades have responded to 20 incidents. A breakdown of these brigade responses are attached to this report.

Thank you to the brigades who have promptly provided their incident reports, can I please encourage all brigades to submit their reports as soon as possible following an incident to assist with,

- Local Government Grant Scheme (LGGS) applications
- Insurance and incident reporting
- Suspicious fire /Arsonist reporting

**Recovery**

Please remember that peer support services from the Shire and DFES are available should a member from your brigade or their family require assistance. Mental Health illness is a reality and only through the support of family & friends (our volunteering community included) can people needing help start down the path to recovery. Remember to ask……… ARE YOU OK?

**Farewell**

26 May 2017 will be my last day working with the Shire as the Community Emergency Services Manager. I have been offered and accepted the Area Officer Leeuwin position with the Department of Fire and Emergency Services.
It has been a real pleasure working with the Shire and its dedicated volunteers who are by far some of the best in the state and have well earned their reputation. I hope that the work I have completed over the last two years and the changes that have been implemented has been of a benefit to the volunteers and that you all continue to go from strength to strength.

Given my new position within the lower southwest region, I look forward to working with you all into the future.

Chris Lloyd will be filling the role until October when the position will be reviewed by DFES and the Shire.

Ian – Issues with wine industry moving forward. Good decision made to postpone the burning during harvest. The burn will have to proceed at some point to protect the community. Wine Industry Association working with us to resolve.

Emergency Management Arrangements – very well done and endorsed by Council.

7.5 **Shire Executive Officer / Representative**

N/A

7.6 **Department of Fire and Emergency Services**

DFES District Officer Capes BFAC Report

- Staffing changes across Lower South West DFES:
  - Area Officer Andrew Wright promoted to DO Emergency Management in SW Region (Bunbury);
  - Area Officer Leeuwin Andy Thompson will take on Area Officer Geographe portfolio - this will include the five "traditional VFRS in LSW (Augusta/Margaret River/Dunsborough/Busselton/Nannup);
  - Nathan Hall promoted to Area Officer Leeuwin - this portfolio will include the VFRS brigades at Dual Registered Brigades (Witchcliffe/Wallcliffe/Cowaramup/Yallingup Rural COASTAL)
  - Until a new CESM is appointed, Chris Lloyd will be acting in that position.
  - The above changes will take affect from the 29th May.
  - Busselton CESM Tim Wall has also been successful in obtaining an Area Officer position in Albany. The process to appoint for the Busselton position is underway;

- LSW will begin a trial of a new process where as a member signs up to a brigade, the Admin team manually enter the volunteer onto LSW VFF1 pathway once they receive a volunteer ID number. We will also need to make sure that all membership forms have an email as this is the mode of communication for the eAcademy.
- We believe this improvement will introduce our new volunteers to a simpler, more inviting process. Once the membership is confirmed we will be sending volunteers an email and steps on how to register for the portal and access the eAcademy, so they can access courses quicker and easier. This will save time with 1:1 individual contact which we are doing now which is not sustainable.
- Next Wednesday 24th we are hosting a Wintersafe and Cancer Council Event at the Margaret River SES. It will start at 9am and will be an opportunity to provide some Wintersafe messages to the community and also raise money for the Cancer Council. All are invited to attend.
- The 4th May was International Firefighter's day, a day to remember fallen firefighters and also recognise current serving firefighters. A memorial service was held at Busselton VFRS station and was well attended. This will become an annual event;
- Over the last couple of months, the Volunteer Portal Redevelopment Project team has been working closely with the Online Services team to improve the current Volunteer Portal. They gathered feedback from Volunteers and Staff and are actioning changes to improve the navigation and appearance, and update or remove obsolete content.
- On Tuesday 16th May, the Volunteer Portal homepage changed.
- They have created an information page within the “Volunteer Support” section of the Volunteer Portal which outlines the changes. The links are provided below.
7.7 Volunteer Fire and Rescue Service
Nil

7.8 Bushfire Ready Facilitators Report
Bushfire Ready Facilitator – North
Things have been quiet with no community meetings held since the last BFAC in February. As we now carrying out numerous fuel reduction burns, which will hopefully help us prepare for the next fire season, it is a timely reminder to ensure that we engage with the community in ensuring that they do their part in preventing major incidents from happening.

I refer delegates to page 21 of the Shire’s current Firebreak & Fuel Hazard Reduction Notice. These dot points will assist us all in our roles as fire fighters and as a Bushfire Ready Facilitator it something I keep reinforcing when I attend meetings. I would ask delegates to pass onto their brigades and community members the importance of these issues and hopefully make us all Bushfire Ready.

Bushfire Ready Facilitator – South
We are incorporating the monthly themes disseminated by the DFES Community Engagement Office into Augusta’s community paper, The Pelican Post at our own expense to increase community awareness.

7.9 Department of Parks and Wildlife
- There hasn’t been any significant incidents within the Shire of Augusta Margaret River
- Since the last meeting there have been 63 fires across the district
- We have had a delayed start to the Autumn burning program

7.10 State Emergency Services
Nil

8.0 General business
8.1 Resignation and temporary appointment of the East Witchcliffe’s Fire Control Officer (FCO)
Damon Gherardi has tendered his resignation as East Witchcliffe FCO.

The brigade agreed to retain the position and is looking for someone to step into the role. In the interim it was agreed that Diane Holland would cover the position until a potential FCO is identified.

RECOMMENDATION
That Council:
1. Note the resignation of Damon Gherardi as the East Witchcliffe FCO.
2. Appoint Diane Holland as the Acting FCO for East Witchcliffe until a new FCO is identified.
Moved: Diane Holland
Seconded: John Matten
Carried: All

8.2 Election of Fire Control Officers
As of the August 2017 Bush Fire Advisory Committee meeting all Fire Control Officer positions including the Chief Bush Fire Control Officer (CBFCO) and Deputy Chief Bush Fire Control Officer (DCBFCO) will expire and will be due for renomination.

Could all committee members ensure that their brigades are able to provide a nomination for the FCO positions relevant to their brigade at the August meeting for Council consideration?

The CBFCO and DCBFCO positions are nominated through the Bush Fire Advisory Committee. Can all committee members take some time to consider relevant nominations for these positions for the August meeting.

Action item – next meeting inform BFAC of FCO’s
MOTION
The Bush Fire Advisory Committee request that the Shire liaise with other agencies to provide the volunteer bush fire brigades the following details relating to environmentally sensitive areas within the shire boundaries:

a. Area
b. Map position
c. Flora/fauna and or any other considerations
d. Special requirements in dealing with individual sites such as dozer access, boundary only, foam etc.
e. Any other special precautions about the site

Martin Dekkers spoke for the motion referencing the fire at Scott River where attendees to the site were not immediately aware of the significant features affecting the site and the way the fire was treated/managed on the site. Different agencies all have different information about sites and there is no central location where the information can be accessed.

The committee and the observers discussed the numerous issues in depth including:

- Confidentiality of information about private land owners
- Accuracy of information, geographical areas on maps are generalised not specific such as caves etc
- Sheer volume of information requested and the inability for the Shire or any group to keep it updated
- Practicality of having information in a manual within a vehicle, would it actually be used?

The Shire has a listing of Environmentally Sensitive Areas (ESA’s) within the Intramaps system that the CESM will follow up on to see if it can be accessed through the general site access.

Risk assessments at incidents needs to occur in the first instance to assess time, place and circumstance. The primary goal is to put the fire out and a call can be made on the day as to how that is achieved based on the information you have at hand at the time.

Following discussion Martin withdrew the above motion, as there was no seconder.

8.4 Blain Road fire debrief by Danny Mosconi, DFES DO Capes
District Officer Capes, Danny Mosconi provided a brief update on the recommendations that were made following the Blain Road fire. Please see Attachment 1.

The committee briefly discussed the issue of permit holders being given an interrogation by CommCen staff and there seemingly being no process for a burn to last more than 24 hours without renotifying CommCen every day. Danny suggested that a presentation be made to the staff at CommCen to discuss the issue and possibly come to an arrangement.

Chris Lloyd: The Bush Fire Risk Management Plan has been endorsed by the Office of Bush Fire Risk Management and will soon be going to Council for endorsement.

9.0 Matters for which the meeting may be closed (Confidential Items)
Nil

10.0 Closure of meeting
The meeting was closed at 8.10pm.
11.4 Corporate and Community Services

11.4.4 ENDORSEMENT OF THE BUSHFIRE RISK MANAGEMENT PLAN

Attachment 1 – Shire of Augusta Margaret River, Draft Bushfire Risk Management Plan 2017-22

Attachment 2 – Letter of approval from the Office of Bushfire Risk Management Plan
Shire of Augusta Margaret River
Bushfire Risk Management Plan

2017-2022

Office of Bushfire Risk Management (OBRM) Bushfire Risk Management (BRM) Plan reviewed 2nd May 2017

Local Government Council BRM Plan endorsement XX Month 20XX
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Document Endorsements

Shire of Augusta Margaret River Council endorses that the Bushfire Risk Management Plan (BRM Plan) has been reviewed and assessed by the Office of Bushfire Risk Management as compliant with the standard for bushfire risk management planning in Western Australia, the *Guidelines for Preparing a Bushfire Risk Management Plan*. The Shire of Augusta Margaret River is the owner of this document and has responsibility, as far as is reasonable, to manage the implementation of the BRM Plan and facilitate the implementation of bushfire risk management treatments by risk owners. The endorsement of the BRM Plan by the Shire of Augusta Margaret River Council satisfies their endorsement obligations under section 2.3.1 of the *State Hazard Plan for Fire (Westplan Fire)*.

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<td>Shire of Augusta Margaret River Council</td>
<td>Gary Evershed (CEO)</td>
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1. Introduction

1.1 Background
Under the State Hazard Plan for Fire (Westplan Fire) an integrated Bushfire Risk Management Plan (BRM Plan) is to be developed for local government areas with significant bushfire risk. This BRM Plan has been prepared for the Shire of Augusta Margaret River in accordance with the requirements of Westplan Fire and the Guidelines for Preparing a Bushfire Risk Management Plan (Guidelines). The risk management processes used to develop this BRM Plan are aligned to the key principles of AS/NZ ISO 31000:2009 Risk management – Principles and guidelines (AS/NZ ISO 31000:2009), as described in the Second Edition of the National Emergency Risk Assessment Guidelines (NERAG 2015). This approach is consistent with the policies of the State Emergency Management Committee, specifically the Emergency Risk Management Planning and Prevention Procedure 1, Policy 3.2 – Emergency Risk Management Planning.

This BRM Plan is a strategic document that identifies assets at risk from bushfire and their priority for treatment. The Treatment Schedule sets out a broad program of coordinated multi-agency treatments to address risks identified in the BRM Plan. Government agencies and other land managers responsible for implementing treatments participate in developing the BRM Plan to ensure treatment strategies are collaborative and efficient, regardless of land tenure.

1.2 Aim and Objectives
The aim of the BRM Plan is to document a coordinated and efficient approach toward the identification, assessment and treatment of assets exposed to bushfire risk within the Shire of Augusta Margaret River.

The objective of the BRM Plan is to effectively manage bushfire risk within the Shire of Augusta Margaret River in order to protect people, assets and other things of local value. Specifically, the objectives of this BRM Plan are to:

- Guide and coordinate a tenure blind, multi-agency bushfire risk management program over a five-year period;
- Document the process used to identify, analyse and evaluate risk, determine priorities and develop a plan to systematically treat risk;
- Facilitate the effective use of the financial and physical resources available for bushfire risk management activities;
- Integrate bushfire risk management into the business processes of local government, land owners and other agencies;
- Ensure there is integration between land owners and bushfire risk management programs and activities;
- Monitor and review the implementation of treatments to ensure treatment plans are adaptable and risk is managed at an acceptable level.

1.3 Legislation, Policy and Standards
The following legislation, policy and standards were considered to be applicable in the development and implementation of the BRM Plan.
1.3.1 Legislation

- Bush Fires Act 1954
- Emergency Management Act 2005
- Fire Brigades Act 1942
- Fire and Emergency Service Act 1998
- Conservation and Land Management Act 1984
- Environmental Protection Act 1986
- Environmental Protection and Biodiversity Conservation Act 1999
- Wildlife Conservation Act 1950
- Aboriginal Heritage Act 1972
- Metropolitan Water Supply, Sewerage and Drainage Act 1909
- Country Areas Water Supply Act 1947
- Building Act 2011
- Bush Fires Regulations 1954
- Emergency Management Regulations 2006
- Planning and Development (Local Planning Scheme) Regulations 2015
- National Trust of Australia (WA) Act 1964

1.3.2 Policies, Guidelines and Standards

- State Emergency Management Policy 2.5 - Emergency Management in Local Government Districts
- Emergency Risk Management Planning and Prevention Procedure 1, Policy 3.2 – Emergency Risk Management Planning
- State Hazard Plan for Fire (Westplan Fire)
- State Planning Policy 3.7: Planning in Bushfire Prone Areas
- State Planning Policy 3.4: Natural Hazards and Disasters
- Guidelines for Planning in Bushfire Prone Areas (2015)
- A Guide to the Use of Pesticides in Western Australia (Dept. of Health 2010)
- Guidelines for Plantation Fire Protection (DFES 2011)
- Firebreak Location, Construction and Maintenance Guidelines (DFES)
- AS 3959-2009 Construction of buildings in bushfire-prone areas
- Building Protection Zone Standards (DFES)

1.3.3 Other Related Documents

- National Strategy for Disaster Resilience
- National Statement of Capability for Fire and Emergency Services (AFAC 2015)
- Public Service Circular No. 88 Use of Herbicides in Water Catchment Areas (Dept. of Health 2007)
- Code of Practice for Timber Plantations in Western Australia (Forest Products Commission 2006)
- Bushfire Risk Management Planning Handbook
• Bushfire Risk Management System (BRMS) User Guide
• A Shared Responsibility. The report of the Perth Hills Bushfire February 2011 Review
• Govt. of WA, Public Sector Commission Margaret River Bushfire Special Inquiry 2012
• ACIL Tasman: Regional Economic Profile 2009
• Syme Marmion & Co – The redevelopment of Margaret River Town site: Creating a world class main street precinct 2011
• Tourism Western Australia – Local Statistical Data and Regional Profiles
• Shire of AMR Bushfire Risk Policy (reviewed three yearly)
• Shire of AMR Firebreak and Fuel Reduction Notice (Annual notices)
• Shire of AMR Risk Management Policy
• Shire of AMR Risk Management Framework (Version 1, 2014)
• Shire of AMR Management of Vegetation on Shire Reserves Policy (Infrastructure Policy 16)
• Shire of AMR Asset Management Policy (Infrastructure Policy 1)
• Shire of AMR Works on Public Land Policy (Infrastructure Policy 5)
• Shire of AMR Removal of Obstructions on Public Land (Infrastructure Policy 6)
• Shire of AMR Economic Development Policy
• Shire of AMR Bushfire Volunteer Services Policy
• Shire of AMR Local Emergency Management Arrangements 2010
• Shire of AMR Local Welfare Plan 2014
• Shire of AMR Recovery Plan 2012
• Shire of AMR Contacts and Resources Directory 2009
• Shire of AMR Bushfire Response Plan 2009
• Shire of AMR Emergency Evacuation Plan 2009
• Shire of AMR Corporate Plan 2015-2019
• Shire of AMR Community Strategic Plan 2033
• Shire of AMR Safer Communities Plan 2015-2019
• Shire of AMR Asset Management Plan 2013-2023
• Shire of AMR Workforce Plan 2013-2017
• Shire of AMR Local Planning Strategy 2011
• Shire of AMR Local Profile 2016
• Shire of AMR Subdivision and Development in Bush Fire Prone Areas
• Shire of AMR Application to Clear Vegetation (Local Permit)
• Shire of AMR Augusta to Busselton trails network concept plan 2010
• Shire of AMR Local Settlement and Town site strategies (Various, access on demand)
• Shire of AMR State of the Environment Report 2009
2. The Risk Management Process

The risk management processes used to identify and address risk in this BRM Plan are aligned with the international standard for risk management, AS/NZS ISO 31000:2009, as described in NERAG (2015). This process is outlined in Figure 1 below.

![Figure 1 - An overview of the risk management process](image)

2.1 Roles and Responsibilities

Table 1 – Roles and Responsibilities

<table>
<thead>
<tr>
<th>Stakeholder Name</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government</td>
<td>▪ As custodian of the BRM Plan, coordination of the development and ongoing review of the integrated BRM Plan.</td>
</tr>
<tr>
<td></td>
<td>▪ Negotiation of commitment from land owners to treat risks identified in the BRM Plan.</td>
</tr>
<tr>
<td></td>
<td>▪ As treatment manager, implementation of treatment strategies.</td>
</tr>
<tr>
<td></td>
<td>▪ As part of the approval process, submission of the draft BRM Plan to the Office of Bushfire Risk Management (OBRM) to review it for consistency with the Guidelines.</td>
</tr>
<tr>
<td></td>
<td>▪ As part of the approval process, submission of the final BRM Plan to council for their endorsement and adoption.</td>
</tr>
<tr>
<td>Department of Fire and Emergency Services (DFES)</td>
<td>▪ Participation in and contribution to the development and implementation of BRM Plans, as per their agency responsibilities as the Westplan Fire Hazard Management Agency.</td>
</tr>
<tr>
<td></td>
<td>▪ Support to local government through expert knowledge and advice in relation to the identification, prevention and treatment of bushfire risk.</td>
</tr>
<tr>
<td></td>
<td>▪ Facilitation of local government engagement with state and federal government agencies in the local planning process.</td>
</tr>
<tr>
<td></td>
<td>▪ Undertake treatment strategies, including prescribed burning on behalf of Department of Lands for Unmanaged Reserves and Unallocated Crown Land within gazetted town site boundaries.</td>
</tr>
</tbody>
</table>

1 Source: AS/NZS ISO 31000:2009, Figure 3, reproduced under SAI Global copyright Licence 1411-c083.
<table>
<thead>
<tr>
<th>Stakeholder Name</th>
<th>Roles and Responsibilities</th>
</tr>
</thead>
</table>
| **Office of Bushfire Risk Management (OBRM)** | ▪ Under the OBRM Charter, to ensure bushfire risk is managed in accordance with AS/NZS ISO 31000 and reporting on the state of bushfire risk across Western Australia.  
▪ Review BRM Plans for consistency with the Guidelines prior to final endorsement by council.                                                                                                                                                                                                                           |
| **Department of Parks and Wildlife (P&W)**   | ▪ Participation in and contribution to the development and implementation of BRM Plans.  
▪ Providing advice for the identification of environmental assets that are vulnerable to fire and planning appropriate treatment strategies for their protection.  
▪ As treatment manager, implementation of treatment strategies on department managed land and for Unmanaged Reserves and Unallocated Crown Land outside gazetted town site boundaries.  
▪ In accordance with Memorandums of Understanding and other agreements, implementation of treatment strategies for other landholders.                                                                                                                                 |
| **Other State and Federal Government Agencies** | ▪ Assist the local government by providing information about their assets and current risk treatment programs.  
▪ Participation in and contribution to the development and implementation of BRM Plans.  
▪ As treatment manager, implementation of treatment strategies.                                                                                                                                                                                                                                   |
| **Public Utilities**                          | ▪ Assist the local government by providing information about their assets and current risk treatment programs.  
▪ Participation in and contribution to the development and implementation of BRM Plans.  
▪ As treatment manager, implementation of treatment strategies.                                                                                                                                                                                                                                   |
| **Corporations and Private Land Owners**      | ▪ As treatment manager, implementation of treatment strategies.                                                                                                                                                                                                                                                                                                                                                      |

### 2.2 Communication & Consultation

As indicated in Figure 1 (Page 8) communication and consultation throughout the risk management process is fundamental to the preparation of an effective BRM Plan. To ensure appropriate and effective communication occurred with relevant stakeholders in the development of the BRM Plan, a Communication Strategy was prepared. The strategy is provided at Appendix 1.
3. Establishing the Context

3.1 Description of the Local Government and Community Context

3.1.1 Strategic and Corporate Framework

The Shire’s organisational structure, figure 2, identifies that the Directorate of Corporate and Community Services is responsible for the BRMP processes, sustainability and continuity. Accepting that there are multiple stakeholders (outside of the LG) involved in the effective implementation of the BRMP process, it is important to note that the Shire’s responsibility is to facilitate the management of the risk of bushfires to the community as supported by the provision of this plan. In the event that the Bushfire Risk Planning Coordinator role concludes, the Local Government’s CEO shall delegate responsibility for the implementation of this plan.

Figure 2 - Shire of Augusta Margaret River’s organisational structure showing areas of responsibility for BRMP process; Accountable CEO and Responsible Directorate circled in red and direct process support units and teams circled in blue

The Shire’s *Community Strategic Plan 2033* was adopted in 2013 and represents the Shire’s new approach to planning for the Shire’s future. It builds on its past strategic planning work, addresses the

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2 Image retrieved from Shire of Augusta Margaret River IT Services (internal intranet, May 2016).
challenges ahead and sets out what actions it will take in the next 20 years to work towards achieving the community’s vision.

This BRM Plan aims to strengthen the Shire’s capacity to achieve its overall corporate vision and goals as detailed in the *Community Strategic Plan 2033*. In particular, Goal 2, ‘welcoming and inclusive communities’ lists the following community outcomes:

- Sense of identity and belonging
- Equity and opportunities for all
- **Strong community groups and networks**
- Lifelong learning in the community
- Active and healthy lifestyles
- **Safer communities**

This BRM Plan will contribute to the success of all of these outcomes but in particular, community outcome 6; **Safer Communities**. The specific strategies which will result from the BRM Plan are:

- 2.6.2 Enhance the Shire’s emergency and disaster management capabilities and,
- 2.3.2 Encourage Community organisations and local communities to work together to be self-sufficient

The BRM Plan encourages community organisations and local communities to work together to be self-sufficient and aims to provide guidance on negotiating and selecting suitable treatment strategies for mitigation of bushfire-related risks. This approach allows the responsible land holder to allocate its scarce resources most effectively in order to lower the inherent risk to an acceptable level.

Emergency Management is identified in the Shire’s *Community Strategic Plan 2033, Corporate Business Plan 2015-2019 and the Safer Communities Plan 2015-2019* as a key service provided by the Shire. The BRM Plan is a hazard specific plan that addresses significant bushfire risks within the LG and is linked to the AMR Local Emergency Management Arrangements and Risk Management processes. It aims to integrate bushfire risk management programs and activities into the business processes of the Shire, other agencies and land owners. The outcomes of the BRM Plan will be used to inform LG when preparing and then implementing bushfire mitigation strategies for Shire managed land.

Existing and future bushfire risk management programs such as the *Fire Break and Fuel Hazard Reduction Notice* will utilise the BRMP risk register to prioritise resources and influence the decision making process. Shire rangers will now report on non-compliances to the notice for all high risk assets requiring mitigation works as a priority. Similarly, the Works and Community Fire and Emergency Services business units will be conducting future bushfire treatment works determined by the outcome of risk assessments completed throughout the life of this plan. Other multi-agency and local government wide controls have been identified and listed in Appendix 3 to ensure consultation occurs and mitigation works are prioritised using this risk management approach.

The Shire’s Rangers reported that from 2013-2016 on average 95% of properties inspected met the requirements of the *Fire Break and Fuel Hazard Reduction Notice*, indicating that majority of landholders’ complete bushfire risk mitigation activities. Since 2013 the Rangers have issued fewer warnings each year and the number of infringements handed out has also decreased, graph 1.
Fire remains the highest risk factor to the community from an emergency management perspective, followed by flood. The Shire is faced with increased fire risk to people and property due to a drying climate, development in high fuel load areas, significant tourist numbers for a large portion of the year, and increasing pressure on fire brigade volunteers to support fire response requirements.

### 3.1.2 Location, Boundaries and Tenure

The Shire of Augusta Margaret River has an area of approximately 224,000 hectares and a coastline of 120 kilometres of beaches, bays and rocky points. The two Shires surrounding Augusta Margaret River are Nannup to the East and Busselton to the North. The western and southern boundaries are coastline.

Margaret River, Augusta and Cowaramup are the major towns in the Shire. Other settlements include Karridale, Witchcliffe, Rosa Brook, Prevelly/Gnarabup and Gracetown. The Shire extends for approximately 60 kilometres north to south, and 62 kilometres from the west coast to the Western boundary of Nannup Shire.

The Shire of Augusta Margaret River contains large areas of forested estate (50%) managed by Parks and Wildlife (PaW) and freehold land (42.5%). The Shire of Augusta Margaret River is responsible for the management of approximately 6.7% of tenure, predominantly in reserves and parks. The Department of Fire and Emergency Services (DFES) is responsible for the management of fire prevention on 0.4% of Unallocated Crown Land (UCL) and Unmanaged Reserves (UMR) within gazetted town site boundaries under a memorandum of understanding with the Department of Lands (DoL), see table 2 below.

<table>
<thead>
<tr>
<th>Land Manager/Agency*</th>
<th>% of BRMP Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Government</td>
<td>6.7%</td>
</tr>
<tr>
<td>Private</td>
<td>42.5%</td>
</tr>
<tr>
<td>Parks and Wildlife</td>
<td>50%</td>
</tr>
<tr>
<td>Department of Lands</td>
<td>0.4%</td>
</tr>
<tr>
<td>Other</td>
<td>0.4%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

4 Shire of Augusta Margaret River, Safer Communities Plan 2015-2019.
Tenure Management

Through the BRMP process, identified management parcels were based on tenure boundaries and existing access networks, with a number of management cells extending across multiple tenures.

Land Managers are responsible for allocating resources to implement the appropriate treatment strategies. At a minimum the selected treatment must meet or exceed the requirements of relevant legislation, policies and standards (e.g. Complying with Shire of AMR Firebreak and fuel hazard reduction notices and AS3959).

3.1.3 Population and Demographics

Margaret River experienced devastating bushfires in November 2011 causing ongoing distress, anxiety and concern to residents and other community members who fear a repeat bushfire event may occur in the locality. The attitude held by the community in regard to bushfire risk appears to be one of sensitivity, resulting in a heightened level of awareness. Despite these attitudes, the perceptions held by local government and local bush fire brigades is that land owners are not doing enough to prepare and maintain their own properties and families in preparation for the impact of bushfires. Through BRMP the Shire will increase efforts to support and promote existing bushfire preparation programs while educating and providing valuable information to the community.

Although a population of 12,2195 resides within the Shire, over 450,000 tourists are expected to visit and stay overnight in this area of Western Australia every year6. Significant residential development has occurred within the Shire over the past ten years and with the introduction of the Western Australian State Government’s ‘SuperTown’ initiative, this will continue to drive population growth for many years. It is estimated that by 2031, the population of the Shire will grow to 19,000 with the gazetted town’s population increasing to around 12,000.

Graph 2 - Shire of Augusta-Margaret River Population Growth 1991-20117

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7 Graph retrieved from Shire of Augusta Margaret River, Local Profile 2015. Statistics from Australian Bureau of Statistics 2011.
As shown in table 3, the preliminary estimated resident population (ERP) of the Shire was 13,168 in June 2013 with an average population growth rate of 3.8%. The Shire population projections prepared for the Australian Government Department of Health and Ageing by the Australian Bureau of Statistics in 2008 and by the WA Planning Commission in 2012 indicate that the population of the Shire could increase to over 17,000 by 2026, an increase of 35%.

Table 3 - Estimated Resident Population 1991-2014 (Source: ABS Regional Population Growth (pr: preliminary rebased) (p: preliminary). For 2015 the projections are not official ABS Data)

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Shire of AMR</td>
<td>6,218</td>
<td>8,106</td>
<td>10,187</td>
<td>11,143</td>
<td>12,219</td>
<td>13,168</td>
<td>13,600</td>
<td>14,200</td>
</tr>
<tr>
<td>Change</td>
<td>-</td>
<td>1,888</td>
<td>2,081</td>
<td>956</td>
<td>1,076</td>
<td>940</td>
<td>432</td>
<td>600</td>
</tr>
<tr>
<td>Inter-census average annual growth rate</td>
<td>-</td>
<td>5.4%</td>
<td>4.7%</td>
<td>1.8%</td>
<td>2%</td>
<td>3.8%</td>
<td>2.5%</td>
<td>-</td>
</tr>
<tr>
<td>Average annual growth rate 1991-2011</td>
<td></td>
<td>3.5%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3.8</td>
</tr>
</tbody>
</table>

Absentee landowners or non-permanent residents also own a large portion (about 40%) of the properties in the Shire. These people normally live elsewhere and use their properties in Augusta Margaret River for lifestyle and/or investment purposes. Research completed in 2013 found that 42% of absentee landowners believe it is unlikely a bushfire will occur at their secondary property, indicating that they are disengaged with the risk of bushfire at these properties. With such a high level disengaged in the risk it is therefore likely that absentee landowners do not place importance on undertaking bushfire risk actions. The research states that the single biggest barrier to undertaking more actions to preparing their secondary properties against bushfire risk for absentee landowners is lack of awareness of the need to prepare. In the report, a landowner interviewed stated they were not aware of what needs to be done because a real estate agent manages the property. Absentee landowners are identified in the communications strategy of this plan.

The Shire also has its challenges in meeting the needs of an ageing demographic while also dealing with an exodus of young adults seeking further education, training and employment opportunities. Other challenges for the Shire into the future include local government reform, meeting community and visitor expectations and the impact of climate change. Local facilitators of community preparedness groups and activities are reporting that majority of the attendance and interest is from the ageing demographic. Strategies are required to draw in younger participants to ensure longevity of the communities ‘Get Ready’ project and subsequent preparedness activities.

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9 Customised projections prepared for the Australian Government Department of health and Ageing by the ABS. The projections are not official ABS Data. The next ABS census is due in 2016.

10 Augusta Margaret River Sustainable Future: The ‘Missing’ Segment of the Population: A survey of Non-Permanent Residents (2005), CSIRO, Dr Gail Kelly & Karin Hosking.

11 TNS Consultants; Prepared A Marketing Research Report for Department of Fire & Emergency Services; Absentee Landowner Research (2013)

12 Shire of Augusta Margaret River, Community Strategic Plan 2033.
Table 5 below, includes estimates of the population of selected localities in the Shire for 2006, 2011, 2012 and 2013\(^\text{13}\). The estimates are derived from ABS Census data for state suburbs or statistical areas, as ERP data is not available for all specific urban localities.

<table>
<thead>
<tr>
<th>Location</th>
<th>2006</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Augusta</td>
<td>1,150</td>
<td>1,300</td>
<td>1,340</td>
<td>1,370</td>
</tr>
<tr>
<td>Margaret River</td>
<td>5,250</td>
<td>5,925</td>
<td>6,180</td>
<td>6,430</td>
</tr>
<tr>
<td>Cowaramup</td>
<td>620</td>
<td>820</td>
<td>870</td>
<td>925</td>
</tr>
<tr>
<td>Prevelly/Gnarabup</td>
<td>525</td>
<td>550</td>
<td>560</td>
<td>575</td>
</tr>
<tr>
<td>Other areas/rural</td>
<td>3,598</td>
<td>3,624</td>
<td>3,637</td>
<td>3,660</td>
</tr>
<tr>
<td>Shire Total</td>
<td>11,143</td>
<td>12,219</td>
<td>12,587</td>
<td>12,960</td>
</tr>
</tbody>
</table>

Urban development is expected to continue in accordance with the outcomes published in the Local Planning Strategy, town site strategies, endorsed urban structure plans and SuperTown Townsite growth plan.

In relation to bushfire risk consideration should be given to the potential impacts from the introduction of the ‘SuperTowns’ initiative developed by the Western Australian State Government. Margaret River is one of nine regional townships in the southern half of Western Australia to be designated for growth under the Government’s Regional Centres Development Plan. The SuperTowns vision is to have balanced communities with lifestyle options, access to adequate infrastructure and services, quality housing and a diverse range of job opportunities. Ultimately, creating a number of new assets, increasing costs, stretching resources and potentially introducing new risks to the community.

Significant strategic planning was undertaken during 2012 in relation to the ‘Super Towns’ initiative for Margaret River. The role of the Super Town Growth Plan is to ‘fill the gaps’ and ensure that adequate strategic planning is carried out to guide the future growth of the town. The plan has been developed to ensure the town benefits from this initiative with little impact to current lifestyle.

Between 2006 and 2011 subdivision and development of residential areas in Margaret River, Augusta, Cowaramup and Gnarabup resulted in the construction of 900 additional dwellings\(^\text{14}\) (average of 180 per year). It is considered that future residential development is likely to occur in the major

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\(^{14}\) Australian Bureau of Statistics 2011, Shire of Augusta Margaret River (Statistical Local Area, Shire Statistics, Estimated Resident Population 2011, viewed March 2016). Table 5, 6, 7 statistics sourced from ABS 2011 data also.
community centres at Margaret River and Augusta with Witchcliffe and Cowaramup being developed as local villages with adjoining enclaves\(^\text{15}\).

Through the Local Planning Scheme, Bushfire Prone areas were declared for the Shire in 2012, increasing the standards for construction, as per AS3959. Dwellings built prior to 2012, may not have been subject to the standards however, it is expected that many homes built since 2012, particularly those in the developing villages, are most likely to be better prepared for bushfires.

### Table 7 - Dwelling Growth 2006-2011 (Source: ABS 2011 Statistical Data)

<table>
<thead>
<tr>
<th>Town Site</th>
<th>All Dwellings</th>
<th>Increase 2006-2011</th>
<th>Unoccupied dwellings (excluding non-classifiable households)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Margaret River</td>
<td>2,086</td>
<td>2,677</td>
<td>591</td>
</tr>
<tr>
<td>Augusta</td>
<td>894</td>
<td>1,086</td>
<td>192</td>
</tr>
<tr>
<td>Cowaramup</td>
<td>244</td>
<td>358</td>
<td>114</td>
</tr>
<tr>
<td>Prevelly/Gnarabup</td>
<td>345</td>
<td>383</td>
<td>38</td>
</tr>
<tr>
<td>Shire of Augusta Margaret River</td>
<td>5,909</td>
<td>6,810</td>
<td>901</td>
</tr>
</tbody>
</table>

Levels of risk are determined based on the relative importance of the asset or value to the region and community based on economic, cultural or environmental value. Communities, assets and values adjacent to parcels of land with potential for damaging bushfire from flame attack, radiant heat or spotting are considered as a part of this BRM Plan. Population is also considered in relation to the number of people vulnerable in the event of a bushfire.

### 3.1.4 Economic Activities and Industry

Since the late 1800s the South West has been known for its forestry and agricultural activities. These sectors along with wine making, which now exists as a prominent industry in the region, form Margaret River’s economic base. In recent years however, the region has significantly grown in popularity as a tourist destination.

Employment of Shire residents is mostly in the construction, manufacturing, retail trade and accommodation/food industries. Education, training, health care, agriculture and administration also employ significant numbers of residents. The wine industry is prevalent throughout the region where vineyards and cellar doors are scattered across the entire LGA. Not only do the wineries employ a large amount of people, they also attract many tourists to the region. The wine/grape products are

\(^{15}\) Source: Shire of Augusta Margaret River, Local Planning Strategy. 2011.
supplied across Australia and world-wide. Production would be significantly impacted in the event of a fire and/or heavy smoke event in the region. During the Autumn months the vines carry grapes which have been known to be damaged by ‘smoke taint’ from nearby fires or prescribed burns. Careful consideration should be given to areas where vineyards are located, and if possible prescribed burns should be planned for Spring in these areas. Consultation with local producers/growers should be conducted before neighbouring prescribed burns are carried out.

Table 8 below summarises employment characteristics of employed persons in the Shire in 2011\textsuperscript{16}.

<table>
<thead>
<tr>
<th>Industry</th>
<th>Employment (No’s)</th>
<th>Proportion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture, forestry &amp; fishing</td>
<td>512</td>
<td>10.71%</td>
</tr>
<tr>
<td>Mining</td>
<td>13</td>
<td>0.27%</td>
</tr>
<tr>
<td>Manufacturing</td>
<td>643</td>
<td>13.45%</td>
</tr>
<tr>
<td>Electricity, gas, water &amp; waste services</td>
<td>44</td>
<td>0.92%</td>
</tr>
<tr>
<td>Construction</td>
<td>393</td>
<td>8.22%</td>
</tr>
<tr>
<td>Wholesale trade</td>
<td>131</td>
<td>2.74%</td>
</tr>
<tr>
<td>Retail trade</td>
<td>601</td>
<td>12.57%</td>
</tr>
<tr>
<td>Accommodation &amp; food services</td>
<td>622</td>
<td>13.01%</td>
</tr>
<tr>
<td>Transport, postal &amp; warehousing</td>
<td>108</td>
<td>2.26%</td>
</tr>
<tr>
<td>Information media &amp; telecommunications</td>
<td>61</td>
<td>1.28%</td>
</tr>
<tr>
<td>Financial &amp; insurance services</td>
<td>52</td>
<td>1.09%</td>
</tr>
<tr>
<td>Rental, hiring &amp; real estate services</td>
<td>106</td>
<td>2.22%</td>
</tr>
<tr>
<td>Professional, scientific &amp; technical services</td>
<td>178</td>
<td>3.72%</td>
</tr>
<tr>
<td>Administrative &amp; support services</td>
<td>159</td>
<td>3.33%</td>
</tr>
<tr>
<td>Public administration &amp; safety</td>
<td>168</td>
<td>3.51%</td>
</tr>
<tr>
<td>Education &amp; training</td>
<td>366</td>
<td>7.66%</td>
</tr>
<tr>
<td>Health care &amp; social assistance</td>
<td>344</td>
<td>7.20%</td>
</tr>
<tr>
<td>Arts &amp; recreation services</td>
<td>46</td>
<td>0.96%</td>
</tr>
<tr>
<td>Other services</td>
<td>155</td>
<td>3.24%</td>
</tr>
<tr>
<td>Inadequately described/Not stated</td>
<td>39</td>
<td>0.90%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>4,741</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Further to this, Margaret River draws large amounts of visitors annually due to it being a popular tourist destination with its natural beauty, ocean activities and proximity to Perth also being a large draw card. Tourism Western Australia published the \textit{Augusta Margaret River Overnight Visitor fact sheet YE Dec 2011/12/13} which estimated that a total average of 457,200 people visited the region over each of these years. This equates to an additional 8,792 people residing in the region every week\textsuperscript{17}. Peak seasons are generally from spring through to autumn (November – April) with school and public holiday’s typically drawing the largest number of visitors.


\textsuperscript{17} Source: Tourism Western Australia – Augusta Margaret River Overnight Visitor fact sheet YE Dec 2011/12/13. This figure does not take into account seasonal periods; it is averaged over a 52-week year.
Table 9 - Estimated average annual visitors to AMR for YE Dec 2011/12/13 (Tourism WA)

<table>
<thead>
<tr>
<th>Estimated Visitors</th>
<th>YE Dec 2011/12/13 Average Annual Visitors</th>
<th>YE Dec 2011/12/13 %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intrastate</td>
<td>335,300</td>
<td>73%</td>
</tr>
<tr>
<td>Interstate</td>
<td>63,000</td>
<td>14%</td>
</tr>
<tr>
<td>International</td>
<td>58,900</td>
<td>13%</td>
</tr>
<tr>
<td>Total</td>
<td>457,200</td>
<td>100%</td>
</tr>
</tbody>
</table>

Plans for the development of the ‘Perimeter Road’ to bypass the town of Margaret River will allow the town to be significantly upgraded in order to satisfy the demands of population growth and tourism as well as reduce the risk of current heavy haulage and other traffic hazards on the main street of Bussell Highway. The AMR Shire in conjunction with Department of Planning (DoC), WA Planning Commission (WAPC), South West Development Commission (SWDC), Regional Development Australia (RDA), Main Roads, Tourism WA, and the WA Tourist Commission, have all been involved in the research, investigation and planning for the development of the heavy haulage diversion route which is scheduled to be completed in 2018.

From the perspective of the WAPC, the bypass route will provide a significant boundary around the Townsite by having urban land located within the road and agricultural land on the outside of the road (Syme Marmion & Co, 2011). In relation to Bushfire Risk Management all assets affected by the implementation of the Perimeter Road shall be risk assessed and appropriate treatment strategies negotiated accordingly. Risk assessment will identify any changes to the level of risk as a result of the completed development.

Margaret River and surrounding towns are supplied water by the Ten Mile Brook Dam with the Townsite Growth Plan (2012) identifying that future improvements to infrastructure and potentially additional sources of water will be required to keep up with population growth. Margaret River has a wastewater treatment plant that is located north of the Townsite near the airport and has a licensed treatment capacity of 1,500KL/day. The highly treated wastewater is pumped during summer to irrigate a 60-hectare pine plantation operated by Forest Products Commission (FPC) as well as various Shire reserves.

Power to Margaret River is supplied via a single 66kV transmission line which extends from the Busselton Zone Substation. The transmission line is overhead and terminates at the northern edge of the town boundary opposite Riverslea Drive and then extends underground into the Margaret River Zone Substation on Forrest Road. In the event of a major power outage reticulated water supplies might be lost, potentially hindering firefighting suppression activities. Western Power advises that a larger 132kV transmission line will be required by 2023 to keep up with population growth and demand for power in the region.

Critical infrastructure supplying residential areas, economic activities and industry that are at risk of impact from bushfire will be identified as part of this plan. LG should coordinate stakeholders to consult and negotiate the appropriate treatment strategies required to reduce risk to these assets.
3.2 Description of the Environment and Bushfire Context

3.2.1 Topography and Landscape Features

Topography contributes to risk by influencing fire rate of spread (ROS), and therefore intensity, and by affecting access for suppression forces. The risk associated with topography is assessed in relation to response access and as a variable in predicting fire behaviour leading to potential spotting and the calculation of the mitigation zone (risk treatment area) for each community/asset.

There is a diversity of topography throughout the Shire of Augusta Margaret River. The Shire is situated on four distinct physiographic regions as follows.

1) **The Blackwood Plateau** is located towards the interior of the Shire and extends beyond the eastern boundary. The Plateau has a gently undulating surface and typically rises to between 80 and 180 metres above sea level, formed on laterised sedimentary rocks.

2) **The Margaret River Plateau** is between 5 and 15km wide and extends from Dunsborough to Augusta. The plateau has formed on laterised granitic and gneissic basement rock.

3) **The Leeuwin-Naturalist Coast** is a narrow strip of land up to 6km wide running along the coast from Cape Naturaliste to Cape Leeuwin. Dune sand and Tamala Limestone overlie Precambrian rocks along the coast with numerous caves developed in the limestone.

4) **The southern Coastal Plain** is 15km wide and extends eastward from the Blackwood River. It is characterised by a line of high dunes running along the southern coast.

The southern communities of the Shire differ from the North in that there are large areas of wetlands and coastal plain, especially surrounding East Augusta. Mechanical and Prescribed burning mitigation activities have a particularly small opportunity for success in areas such as this.

The principal soil type running from Cape Naturaliste to Cape Leeuwin is predominantly gravelly, sandy/laterite loam that has formed directly from the underlying granite and gneissic rock and is highly permeable when moist but moisture is quickly shed from sloping sites.

The Margaret and Blackwood Rivers are the only major river and valley systems within the LG. The topography is undulating with steep slopes in the major Margaret River valley system.

Careful consideration is required when determining bushfire suppression strategies and bushfire mitigation works for both environmental factors and safety to emergency responders.

The effect of topography on fire behaviour and subsequent treatment buffers, required for the communities identified within this BRM Plan should be evaluated in accordance with AS3959-2009.

3.2.2 Climate and Bushfire Season

The climate of the South West region is typically Mediterranean, with warm to hot, dry summers and mild, wet winters. The majority of rainfall occurs between May and September, with heaviest falls during the winter months from June to August. Rainfall in the Augusta Margaret River area is generally

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higher and more reliable than other areas of the South West, with between 850mm and 1,200mm annually.

The Indian and Southern Oceans moderate the effect of temperature in the Shire providing smaller diurnal and seasonal variations and a milder climate than inland areas. Mean daily temperatures vary from around 10 degrees in August to 26 degrees in February.

Summers are very dry, with December to February receiving a monthly average of less than 25mm of rain. Summers are typically very warm and cloudless although cooling afternoon sea breezes are common. The hot, dry summers and seasonal strong winds create an environment where there is always a significant risk of bush fire, therefore a high degree of caution is required by residents and visitors at all times.

The Cape Leeuwin and Witchcliffe Bureau of Meteorology (BoM) weather stations provide climatic data for the Shire of Augusta Margaret River. Under the 95th percentile conditions, the average maximum Forest Fire Danger Index (FFDI) is 10, and the average maximum Grassland Fire Danger Index (GFDI) is 28, for the months December to March. This figure represents a 95% chance of extended first attack success possible for an Overall Fuel Hazard (OFH) rating of Low and Moderate in forest fuels, or High in grassland fuels. This means that forests and grasslands with fuel hazard scores of high or above should be reduced to moderate or less to accommodate the 5% of the worst conditions likely to be experienced during the typical fire season. This provides the basis for a treatment schedule and risk acceptability criteria.

The nearest BoM weather station is Witchcliffe however, the Cape Leeuwin weather station can also be used for analysis. Climatic summaries for the weather stations are provided below showing the climatic variables for the typical Southern fire season (December - March).

The Shire’s prohibited burning period is from 22nd December to 13th March while restricted burning applies from 14th March to 12th May and from 9th November to 21st December. No restrictions apply during the remaining months.

Table 10 - Summary of climatic variables (Witchcliffe)

<table>
<thead>
<tr>
<th>Month</th>
<th>Av Temp(^\circ)C (3pm)</th>
<th>Av RH (%)</th>
<th>Av Monthly Rainfall Total (mm)</th>
<th>Av Wind speed 3pm (km/hr)</th>
<th>Wind Direction 3pm (% of obs &gt;15%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dec</td>
<td>22.4</td>
<td>52</td>
<td>6</td>
<td>22</td>
<td>S</td>
</tr>
<tr>
<td>Jan</td>
<td>24.2</td>
<td>50</td>
<td>5</td>
<td>23</td>
<td>S &amp; SE</td>
</tr>
<tr>
<td>Feb</td>
<td>25.1</td>
<td>48</td>
<td>4</td>
<td>22</td>
<td>S &amp; SE</td>
</tr>
<tr>
<td>Mar</td>
<td>24.1</td>
<td>49</td>
<td>9</td>
<td>20</td>
<td>S &amp; SE</td>
</tr>
<tr>
<td>Average</td>
<td>23.9</td>
<td>50</td>
<td>6</td>
<td>22</td>
<td>S</td>
</tr>
</tbody>
</table>

---


22 Information found in Gazetted Shire Firebreak and Fuel Reduction Notice 2016-17. Dates subject to change following annual review.
Table 11 - Summary of climatic variables (Cape Leeuwin)

<table>
<thead>
<tr>
<th>Month</th>
<th>Av Max Temp° (3pm)</th>
<th>Av RH (3pm) (%)</th>
<th>Av Monthly Rainfall Total (mm)</th>
<th>Av Wind speed 3pm (km/hr)</th>
<th>Wind Direction 3pm (% of obs)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dec</td>
<td>20.6</td>
<td>65</td>
<td>18</td>
<td>30</td>
<td>SE</td>
</tr>
<tr>
<td>Jan</td>
<td>21.8</td>
<td>64</td>
<td>15</td>
<td>31</td>
<td>SE</td>
</tr>
<tr>
<td>Feb</td>
<td>22.4</td>
<td>64</td>
<td>16</td>
<td>32</td>
<td>SE</td>
</tr>
<tr>
<td>Mar</td>
<td>21.9</td>
<td>64</td>
<td>22</td>
<td>30</td>
<td>SE</td>
</tr>
<tr>
<td>Average</td>
<td>21.7</td>
<td>64</td>
<td>18</td>
<td>31</td>
<td>SE</td>
</tr>
</tbody>
</table>

Climatic data provides an indication of fuel availability for bushfires throughout the year, but in particular during the fire season and is used to calculate the GFDI, FFDI and associated likely fire behaviour. This BRM Plan considers the 95th percentile weather conditions for the Southern fire season as the basis for FFDI, GFDI and fire behaviour calculated within the LG. Therefore, mitigation planning activities are based on all but the 5% of the most extreme climatic conditions which, for the purposes of this plan, could be considered a statistical anomaly. Given the infrequent occurrence of such extreme conditions, the cost and resources required to implement mitigation activities may not be warranted.

Table 12 - FFDI and GFDI (95th percentile conditions)

<table>
<thead>
<tr>
<th>Weather Station</th>
<th>95th % Temp (3pm)</th>
<th>95% Min RH (3pm)</th>
<th>95% Wind speed 3pm (km/hr)</th>
<th>GFDI</th>
<th>FFDI</th>
</tr>
</thead>
<tbody>
<tr>
<td>Witchcliffe</td>
<td>31.8</td>
<td>29</td>
<td>31</td>
<td>16</td>
<td>19</td>
</tr>
<tr>
<td>Cape Leeuwin</td>
<td>24.9</td>
<td>48</td>
<td>52</td>
<td>28</td>
<td>10</td>
</tr>
</tbody>
</table>

The calculation of FFDI and GFDI, based on these conditions, is used to determine the fuel reduction measures necessary to meet suppression success criteria as defined in the Overall Fuel Hazard Assessment Guide (provided by State Government of Victoria, 2010) and provides the basis for fuel management objectives.

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23 These calculations are based on the last 30 years’ climatic data (Dec-March) for each BOM site within the LG. Where a site has been operating for less than 30 years, all available data for that site is used.
24 FFDI and GFDI are calculated for the fire season months (Dec-March) for Witchcliffe and Cape Leeuwin Weather Stations, using 8 tonnes/ha for forest areas and 4.5 tonnes/ha with 100% Curing and drought factor of 10 for Grasslands. The 95th percentile weather conditions are calculated from the actual daily FFDI and GFDI for the period.
25 This is the chance of extended first attack being successful by response efforts.
3.2.3 Vegetation

Broad vegetation types found within the Shire of Augusta Margaret River provide an overview of the major fuels that will influence fire behaviour in the region and assist in the evaluation of potential rates of spread and spotting. This assists in evaluating Mitigation Zones required for each community and asset. The major vegetation types within the Shire include Jarrah – Marri forests, pockets of Karri and Paperbark (Melaleuca sp.), sedge lands, reed swamps and heath on the coastal extents.

A large percentage of native vegetation has been cleared around the Margaret River Townsite as a result of urban development and historical agricultural activities. Along the coast, the Leeuwin Naturaliste National Park links to the Bramley National Park found to the east of town and comprises a combination of State forest reserves, public reserves, and foreshore reserves. These reserves are identified in the Shire’s Local Planning Strategy (2011) as areas to be protected and augmented if possible. This particular area provides a scenic landscape when entering Margaret River Townsite from the North but, may present significant bushfire risk to the town if uncontrolled.

The Shire contains high flora and fauna species and is part of Australia’s only listed global hotspot of biodiversity (34 localities were identified globally). The South West of Western Australia was identified internationally to acknowledge the region’s exceptional concentration of diversity and endemism (that occur nowhere else) of species in these areas, but just as importantly, also highlights the threat levels to this biodiversity as a result of significant loss of habitat.

26 Wind Rose provided by www.agric.wa.gov.au/weather-stations
Table 13 – Western Australia Major regional vegetation dataset

<table>
<thead>
<tr>
<th>Vegetation Community</th>
<th>Area (ha)</th>
<th>% of Total Area</th>
<th>Bushfire Predictive Model</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medium Open Woodland; Jarrah, Marri, Wandoo, Blackbutt</td>
<td>162,897</td>
<td>77.00</td>
<td>Vesta</td>
</tr>
<tr>
<td>Shrublands; Peppermint Scrub (Agonis flexuosa), Teatree Thickets</td>
<td>14,700</td>
<td>6.90</td>
<td>Mallee-Heath</td>
</tr>
<tr>
<td>Tall forest; Karri (Eucalyptus diverscolor)</td>
<td>12,560</td>
<td>6.00</td>
<td>Vesta</td>
</tr>
<tr>
<td>Low Woodland; Paperbark (Melaleuca sp.)</td>
<td>9,653</td>
<td>4.50</td>
<td>Mallee-Heath</td>
</tr>
<tr>
<td>Sedgeland; Reed Swamps, occasionally with heath</td>
<td>3,528</td>
<td>1.66</td>
<td>Mallee-Heath</td>
</tr>
<tr>
<td>Low Forest: Peppermint (Agonis flexuosa)</td>
<td>2,220</td>
<td>1.10</td>
<td>Vesta</td>
</tr>
<tr>
<td>Low Woodland; Jarrah, Jarrah-Banksia</td>
<td>2,012</td>
<td>0.95</td>
<td>Vesta</td>
</tr>
<tr>
<td>Low Woodland; Peppermint, Banksia</td>
<td>1,529</td>
<td>0.75</td>
<td>Vesta</td>
</tr>
<tr>
<td>Bare Areas; Drift Sand</td>
<td>1,087</td>
<td>0.50</td>
<td>N/A</td>
</tr>
<tr>
<td>Low forest; Jarrah</td>
<td>924</td>
<td>0.40</td>
<td>Vesta</td>
</tr>
<tr>
<td>Low forest; Jarrah &amp; Marri</td>
<td>439</td>
<td>0.20</td>
<td>Vesta</td>
</tr>
<tr>
<td>Bare areas; Rock Outcrops</td>
<td>42</td>
<td>0.02</td>
<td>N/A</td>
</tr>
<tr>
<td>Bare Areas; Salt Lakes</td>
<td>56</td>
<td>0.02</td>
<td>N/A</td>
</tr>
<tr>
<td>TOTAL</td>
<td>211,647</td>
<td>100.00</td>
<td></td>
</tr>
</tbody>
</table>

3.2.4 Bushfire Frequency and Causes of Ignition

A report provided by the Operational Information Systems Branch of the Department of Fire and Emergency Services identified that within the Shire of Augusta Margaret River an average of 50 landscape fires occurred each year between FY10 and FY15. A total of 292 landscape fires have been recorded from 01/07/2010 – 29/02/2016.

The data was further analysed revealing the landscape fire ignition reasons, see Table 14 below. The most common fire ignition causes that were able to be determined following investigations were; burn off fires (27%), suspicious/deliberate fires (20%), power lines (7%), re-ignition of previous fires (7%), and lightning (5%). Some burn off fires recorded may include calls made by concerned residents or bystanders to fire authorities for investigation.

In November 2011 almost 40 homes were destroyed and a further 26 damaged by impact of a bushfire that resulted from an escaped burn off (prescribed burn) being conducted in Margaret River. The devastating result of the bushfire was reported as being one of the single biggest house losses in

28 Vegetation of Western Australia Dataset provided by DEC, Pre-European Vegetation, which is based IBRA (Interim Biogeographic Regionalisation of Australia, Thackway and Cresswell eds. 1995) regions and sub-regions, at a scale of 1:250000
29 Predictive model for fire behaviour in unplanned fires (and calculation of mitigation zones)
30 Department of Fire and Emergency Services, Fire and Incident Reporting System
31 The report only identifies landscape fires that are out of control, requiring emergency assistance
32 The definition of "Burn off fires", in this report provided by DFES, means that a controlled burn of some kind has escaped. The burn off may or may not be registered, and can include private rubbish burns as well as local government or PAW fuel reduction burns.
Western Australia, until the Waroona/Yarloop fires in 2016. The planning area affected most by this fire was Gnarabup-Prevelly.

Table 14 - A total of 292 landscape fires were recorded by the Department of Fire and Emergency Services between 01/07/2010 and 29/02/2016 for locations within the Shire of Augusta-Margaret River

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Burn Off Fires</td>
<td>15</td>
<td>19</td>
<td>14</td>
<td>10</td>
<td>12</td>
<td>8</td>
<td>78</td>
</tr>
<tr>
<td>Suspicious/Deliberate</td>
<td>4</td>
<td>4</td>
<td>12</td>
<td>12</td>
<td>16</td>
<td>11</td>
<td>59</td>
</tr>
<tr>
<td>Unreported</td>
<td>5</td>
<td>7</td>
<td>3</td>
<td>1</td>
<td>2</td>
<td>11</td>
<td>29</td>
</tr>
<tr>
<td>Undetermined</td>
<td>6</td>
<td>6</td>
<td>8</td>
<td>5</td>
<td>1</td>
<td>0</td>
<td>26</td>
</tr>
<tr>
<td>Re-ignition of previous fire</td>
<td>5</td>
<td>5</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>5</td>
<td>21</td>
</tr>
<tr>
<td>Power lines</td>
<td>2</td>
<td>3</td>
<td>2</td>
<td>7</td>
<td>1</td>
<td>6</td>
<td>21</td>
</tr>
<tr>
<td>Weather - Lightning</td>
<td>0</td>
<td>3</td>
<td>7</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>14</td>
</tr>
<tr>
<td>Campfires/Outdoor cooking</td>
<td>5</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Other open flame or fire</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>8</td>
</tr>
<tr>
<td>Vehicles (Incl. farming equip/activities)</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>7</td>
</tr>
<tr>
<td>Electrical Distribution (Excl. power lines)</td>
<td>2</td>
<td>3</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>6</td>
</tr>
<tr>
<td>Cigarette</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>Equipment - Mechanical or electrical fault</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Improper fuelling/cleaning/storage/use of materials</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Indoor appliances</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Hot Works (Grinding/cutting)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Human Errors (Unattended/left on)</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Service, Maintenance equipment</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Sleeping/Alcohol/Drugs/Physical-Mental impairment</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Other Weather Conditions (Excl. Lightning)</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>TOTAL</td>
<td>50</td>
<td>56</td>
<td>56</td>
<td>42</td>
<td>40</td>
<td>48</td>
<td>292</td>
</tr>
</tbody>
</table>

Trend analysis has identified that the planning area of Margaret River-Rosa Brook is the most frequent area for ignition having recorded almost 40% of landscape fires, as shown in figure 5. A large percentage of these ignitions were due to escaped burn off fires and suspicious/deliberate activities, table 15 below, shows the top 3 ignition reasons for each of the AMR planning areas. 54% of escaped burns off fires occur during the months of October, November and December. This fire history data should serve to influence the decision making process by identifying potential areas where fires are more likely to start and form the basis for implementing the appropriate treatment strategies. Targeted educational and preventative programs are just one example of allocating resources effectively to implement treatment strategies in the local planning areas where identified suspicious, deliberate and burn off activities are occurring most.

33 Department of Fire and Emergency Services, Investigation of the house losses in Margaret River bushfire 23rd November 2011 (2012).
Figure 5 - Percentage breakdown of recorded landscape fires in each AMR Shire planning area 01/07/2010-29/02/2016

Table 15 - Shire of AMR BRMP areas with number of total fires recorded and top 3 reasons for ignition for each area

<table>
<thead>
<tr>
<th>Top 3 Reasons for ignition</th>
<th>Shire of Augusta-Margaret River BRMP Planning Areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Burn Off Fires</td>
</tr>
<tr>
<td>2</td>
<td>Suspicious Deliberate</td>
</tr>
<tr>
<td>3</td>
<td>Lightning</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total reported fires 1/07/2010-29/02/2016</th>
<th>Augusta-Leeuwin (41)</th>
<th>Alexandra Bridge (8)</th>
<th>Baudin (11)</th>
<th>Boranup (8)</th>
<th>Cowaramup-Gracetown (42)</th>
<th>Gnabrup-Prevelly (8)</th>
<th>Karridale (37)</th>
<th>Margaret River-Rosa Brook (109)</th>
<th>Witchcliffe-Rosa Brook (31)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Burn Off Fires</td>
<td>Suspicous Deliberate</td>
<td>Suspicous Deliberate</td>
<td>Burn Off Fires</td>
<td>Campfires/Bonfires</td>
<td>Burn Off Fires</td>
<td>Suspicious Deliberate</td>
<td>Burn Off Fires</td>
<td>Powerlines</td>
</tr>
<tr>
<td>2</td>
<td>Suspicious Deliberate</td>
<td>Power lines</td>
<td>Burn Off Fires</td>
<td>Lightning</td>
<td>Suspicous Deliberate</td>
<td>Re-ignition of previous fires</td>
<td>Burn Off Fires</td>
<td>Lightning</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Lightning</td>
<td>Suspicous Deliberate</td>
<td>Lightning</td>
<td>Unreported (No Data)</td>
<td>Suspicous Deliberate</td>
<td>Re-ignition of previous fires</td>
<td>Lightning</td>
<td>Lightning</td>
<td></td>
</tr>
</tbody>
</table>
4. Asset Identification and Risk Assessment

4.1 Planning Areas

The Shire of Augusta Margaret River has been divided into nine planning areas; Gnarabup-Prevelly, Augusta-Leeuwin, Margaret River-Rosa Brook, Cowaramup-Gracetown, Boranup, Alexandra Bridge, Karridale, Witchcliffe-Rosa Brook and Baudin.

Attached at Appendix 2 is a map showing the boundaries of those planning areas identified within the Shire of Augusta Margaret River.

4.1.1 Priorities for Asset Identification and Assessment

The Planning Area Assessment Tool was applied to each planning area to determine the priorities for asset identification and assessment. Using the tool, each planning area was rated against six risk factors, with the highest scoring planning area being the first priority for asset identification and risk assessment.

Assets were identified and assessed in each planning area, based on the results of the planning area assessment outlined in the following table.

<table>
<thead>
<tr>
<th>Risk Factor</th>
<th>Margaret River – Rosa Brook</th>
<th>Augusta – Leeuwin</th>
<th>Gnarabup – Prevelly</th>
<th>Cowaramup – Gracetown</th>
<th>Witchcliffe – Rosa Brook</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. % of LG Population in Planning Area</td>
<td>80</td>
<td>40</td>
<td>20</td>
<td>20</td>
<td>20</td>
</tr>
<tr>
<td>2. Fuel Structures</td>
<td>60</td>
<td>60</td>
<td>80</td>
<td>40</td>
<td>40</td>
</tr>
<tr>
<td>3. Assets</td>
<td>80</td>
<td>60</td>
<td>60</td>
<td>40</td>
<td>20</td>
</tr>
<tr>
<td>4. Rural Urban Interface</td>
<td>80</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>60</td>
</tr>
<tr>
<td>5. Suppression response times</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>40</td>
<td>20</td>
</tr>
<tr>
<td>6. Suppression strategies</td>
<td>20</td>
<td>60</td>
<td>60</td>
<td>60</td>
<td>20</td>
</tr>
<tr>
<td>TOTAL</td>
<td>340</td>
<td>300</td>
<td>300</td>
<td>260</td>
<td>180</td>
</tr>
</tbody>
</table>

PRIORITY 1 2 3 4 5

<table>
<thead>
<tr>
<th>Risk Factor</th>
<th>Alexandra Bridge</th>
<th>Karridale</th>
<th>Boranup</th>
<th>Baudin</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. % of LG Population in Planning Area</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
</tr>
<tr>
<td>2. Fuel Structures</td>
<td>20</td>
<td>20</td>
<td>80</td>
<td>100</td>
</tr>
<tr>
<td>3. Assets</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
</tr>
<tr>
<td>4. Rural Urban Interface</td>
<td>20</td>
<td>20</td>
<td>20</td>
<td>20</td>
</tr>
<tr>
<td>5. Suppression response times</td>
<td>40</td>
<td>20</td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>6. Suppression strategies</td>
<td>20</td>
<td>20</td>
<td>80</td>
<td>40</td>
</tr>
<tr>
<td>TOTAL</td>
<td>140</td>
<td>120</td>
<td>260</td>
<td>260</td>
</tr>
</tbody>
</table>

PRIORITY 6 7 8 9
N.B. The planning areas of Boranup and Baudin assume a lower priority due to low population and small amount of assets. The scores are higher than some of the other planning areas due to the fuel structures and suppression response times being higher. Factors such as expected population and dwelling growth have been taken into account when conducting this assessment.

4.2 Asset Identification

Asset identification and risk assessment has been conducted at the local level using the methodology described in the Guidelines. Identified assets have been mapped, recorded and assessed in the Bushfire Risk Management System (BRMS). Identified assets are categorised into the following subcategories:

Table 17 – Asset Categories and Subcategories

<table>
<thead>
<tr>
<th>Asset Category</th>
<th>Asset Subcategories</th>
</tr>
</thead>
</table>
| Human Settlement                      | • Residential areas
                                        | Rural urban interface areas and rural properties.                                    |
|                                       | • Places of temporary occupation
                                        | Commercial, mining and industrial areas located away from towns and population centres (that is, not adjoining residential areas). |
|                                       | • Special risk and critical facilities
                                        | Hospitals, nursing homes, schools and childcare facilities, tourist accommodation and facilities, prison and detention centres, government administration centres and depots, incident control centres, designated evacuation centres, police, fire and emergency services. |
| Economic                              | • Agricultural
                                        | Pasture, grazing, livestock, crops, viticulture, horticulture and other farming infrastructure. |
|                                       | • Commercial and industrial
                                        | Major industry, waste treatment plants, mines, mills and processing and manufacturing facilities and cottage industry. |
|                                       | • Critical infrastructure
                                        | Power lines and substations, water and gas pipelines, telecommunications infrastructure, railways, bridges, port facilities and waste water treatments plants. |
|                                       | • Tourist and recreational
                                        | Tourist attractions and recreational sites that generate significant tourism and/or employment within the local area. |
|                                       | • Commercial forests and plantations
|                                       | • Drinking water catchments                                                        |
| Environmental                         | • Protected
                                        | Rare and threatened flora and fauna, ecological communities and wetlands.            |
|                                       | • Priority
                                        | Fire sensitive species and ecological communities.                                  |
|                                       | • Locally important
                                        | Nature conservation and research sites, habitats, species and communities, areas of visual amenity. |
| Cultural                              | • Aboriginal heritage                                                              |
4.3 Assessment of Bushfire Risk

Risk assessments have been undertaken for each asset or group of assets identified using the methodology described in the Guidelines.

The percentage of assets within the local government in each asset category at the time of BRM Plan endorsement is shown in the following table.

<table>
<thead>
<tr>
<th>Asset category</th>
<th>Proportion of identified assets</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Settlement</td>
<td></td>
</tr>
<tr>
<td>Economic</td>
<td></td>
</tr>
<tr>
<td>Environmental</td>
<td></td>
</tr>
<tr>
<td>Cultural</td>
<td></td>
</tr>
</tbody>
</table>

4.3.1 Likelihood Assessment

Likelihood is described as the chance of a bushfire igniting, spreading and reaching an asset. The approach used to determine the likelihood rating is the same for each asset category: Human Settlement, Economic, Environmental and Cultural.

There are four possible likelihood ratings: almost certain, likely, possible, and unlikely.

<table>
<thead>
<tr>
<th>Likelihood Rating</th>
<th>Description</th>
</tr>
</thead>
</table>
| Almost Certain (Sure to Happen) | • Is expected to occur in most circumstances;  
|                          | • High level of recorded incidents and/or strong anecdotal evidence; and/or  
|                          | • Strong likelihood the event will recur; and/or  
|                          | • Great opportunity, reason or means to occur;  
|                          | • May occur more than once in 5 years.  |
| Likely (Probable)       | • Regular recorded incidents and strong anecdotal evidence; and /or  
|                          | • Considerable opportunity, reason or means to occur;  
|                          | • May occur at least once in 5 years.  |
| Possible (feasible but < probable) | • Should occur at some stage; and/or  |
4.3.2 Consequence Assessment

Consequence is described as the outcome or impact of a bushfire event. The approach used to determine the consequence rating is different for each asset category: Human Settlement, Economic, Environmental and Cultural.

There are four possible consequence ratings: minor, moderate, major and catastrophic.

Table 20 – Consequence Ratings

<table>
<thead>
<tr>
<th>Consequence Rating</th>
<th>Descriptions</th>
</tr>
</thead>
</table>
| **Minor**          | - No fatalities.  
- Near misses or minor injuries with first aid treatment possibly required.  
- No persons are displaced.  
- Little or no personal support (physical, mental, emotional) required.  
- Inconsequential or no damage to an asset, with little or no specific recovery efforts required beyond the immediate clean-up.  
- Inconsequential or no disruption to community.  
- Inconsequential short-term failure of infrastructure or service delivery. (Repairs occur within 1 week; service outages last less than 24 hours.)  
| **Moderate**       | - Isolated cases of serious injuries, but no fatalities. Some hospitalisation required, managed within normal operating capacity of health services.  
- Isolated cases of displaced persons who return within 24 hours.  
- Personal support satisfied through local arrangements.  
- Localised damage to assets that is rectified by routine arrangements.  
- Community functioning as normal with some inconvenience.  
- Isolated cases of short to mid-term failure of infrastructure and disruption to service delivery. (Repairs occur within 1 week to 2 months, service outages last less than 1 week.)  
- Local economy impacted with additional financial support required to recover. Government sector losses require activation of reserves to cover loss. Disruptions to businesses lead to isolated cases of loss of employment or business failure.  
- Isolated cases of damage to environmental or cultural assets, one-off recovery efforts required, but with no long term effects to asset. |
| **Major**          | - Isolated cases of fatalities. |

Likelihood Rating | Description
---|-------------------
**Unlikely** (Improbable, not likely) | - Would only occur under exceptional circumstances.
- Few, infrequent, random recorded incidents or little anecdotal evidence; and/or  
- Some opportunity, reason or means to occur.
## Consequence Rating

**Descriptions**

- Multiple cases of serious injuries. Significant hospitalisation required, leading to health services being overstretched.
- Large number of persons displaced (more than 24 hours’ duration).
- Significant resources required for personal support.
- Significant damage to assets, with ongoing recovery efforts and external resources required.
- Community only partially functioning. Widespread inconvenience, with some services unavailable.
- Mid to long-term failure of significant infrastructure and service delivery affecting large parts of the community. Initial external support required. (Repairs occur within 2 to 6 months; service outages last less than a month.)
- Local or regional economy impacted for a significant period of time with significant financial assistance required. Significant disruptions across industry sectors leading to multiple business failures or loss of employment.
- Significant damage to environmental or cultural assets that require major rehabilitation or recovery efforts.
- Localised extinction of native species. This may range from loss of a single population to loss of all of the species within the BRM Plan area (for a species which occupies a greater range than just the BRM Plan area).

## Catastrophic

- Multiple cases of fatalities.
- Extensive number of severe injuries.
- Extended and large number requiring hospitalisation, leading to health services being unable to cope.
- Extensive displacement of persons for extended duration.
- Extensive resources required for personal support.
- Extensive damage to assets that will require significant ongoing recovery efforts and extensive external resources.
- Community unable to function without significant support.
- Long-term failure of significant infrastructure and service delivery affecting all parts of the community. Ongoing external support required. (Repairs will take longer than 6 months, service outages last more than 1 month.)
- Regional or State economy impacted for an extended period of time with significant financial assistance required. Significant disruptions across industry sectors leading to widespread business failures or loss of employment.
- Permanent damage to environmental or cultural assets.
- Extinction of a native species in nature. This category is most relevant to species that are restricted to the BRM Plan area, or also occur in adjoining areas and are likely to be impacted upon by the same fire event. ‘In nature’ means wild specimens and does not include flora or fauna bred or kept in captivity.
The methodology used to determine the consequence rating for each asset category is based on the following:

- **Consequence Rating - Human Settlement Assets**
  The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the threat posed by the hazard vegetation and the vulnerability of the asset.

- **Consequence Rating - Economic Assets**
  The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the level of economic impact and the recovery costs.

- **Consequence Rating - Environmental Assets**
  The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the vulnerability of the asset and the potential impact of a bushfire or fire regime.

- **Consequence Rating - Cultural Assets**
  The outcome or impact of a bushfire event on the asset, or a group of assets, measured by the threat posed by the hazard vegetation and the vulnerability of the asset.

### 4.3.3 Assessment of Environmental Assets

Using available biological information and fire history data, environmental assets with a known minimum fire threshold were assessed to determine if they were at risk from bushfire, within the five-year life of the BRM Plan. Environmental assets that would not be adversely impacted by bushfire within the five-year period have not been included and assessed in the BRM Plan. The negative impact of a fire on these assets (within the period of this BRM Plan) was determined to be minimal, and may even be of benefit to the asset and surrounding habitat.

### 4.3.4 Local Government Asset Risk Summary

A risk profile for the local government is provided in the summary table below. This table shows the proportion of assets at risk from bushfire in each risk category at the time the BRM Plan was endorsed.

**Table 21 - Local Government Asset Risk Summary**

<table>
<thead>
<tr>
<th>Asset Category</th>
<th>Low</th>
<th>Medium</th>
<th>High</th>
<th>Very High</th>
<th>Extreme</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Settlement</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Economic</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Environmental</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cultural</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
5. **Risk Evaluation**

5.1 **Evaluating Bushfire risk**

The risk rating for each asset has been assessed against the likelihood and consequence descriptions to ensure:

- The rating for each asset reflects the relative seriousness of the bushfire risk to the asset;
- Likelihood and consequence ratings assigned to each asset are appropriate; and
- Local issues have been considered.

5.2 **Treatment Priorities**

The treatment priority for each asset has been automatically assigned by BRMS, based on the asset’s risk rating. Table 22 shows how likelihood and consequence combine to give the risk rating and subsequent treatment priority for an asset.

**Table 22 – Treatment Priorities**

<table>
<thead>
<tr>
<th>Likelihood</th>
<th>Consequence</th>
<th>Minor</th>
<th>Moderate</th>
<th>Major</th>
<th>Catastrophic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Almost certain</td>
<td>3D</td>
<td>2C</td>
<td>1C</td>
<td>1A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(High)</td>
<td>(Very High)</td>
<td>(Extreme)</td>
<td>(Extreme)</td>
<td></td>
</tr>
<tr>
<td>Likely</td>
<td>4C</td>
<td>3A</td>
<td>2A</td>
<td>1B</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Medium)</td>
<td>(High)</td>
<td>(Very High)</td>
<td>(Extreme)</td>
<td></td>
</tr>
<tr>
<td>Possible</td>
<td>5A</td>
<td>4A</td>
<td>3B</td>
<td>2B</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Low)</td>
<td>(Medium)</td>
<td>(High)</td>
<td>(Very High)</td>
<td></td>
</tr>
<tr>
<td>Unlikely</td>
<td>5C</td>
<td>5B</td>
<td>4B</td>
<td>3C</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Low)</td>
<td>(Low)</td>
<td>(Medium)</td>
<td>(High)</td>
<td></td>
</tr>
</tbody>
</table>

5.3 **Risk Acceptability**

Risks below a certain level were not considered to require specific treatment during the life of this BRM Plan. They will be managed by routine local government wide controls and monitored for any significant change in risk.

In most circumstances risk acceptability and treatment will be determined by the land owner, in collaboration with local government and fire agencies. However, as a general rule, the following courses of action have been adopted from the Shire’s *Risk Management Framework* risk acceptance criteria, for each risk rating.
<table>
<thead>
<tr>
<th>Risk Rating</th>
<th>Criteria for Acceptance of Risk</th>
<th>Course of Action</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Extreme</strong> (Priorities 1A, 1B, 1C)</td>
<td>Only acceptable with excellent controls. Urgent treatment action is required. Treatment plans to be explored and implemented. Highest level of authority notified.</td>
<td>Routine controls are not enough to adequately manage the risk. Immediate attention required as a priority. Specific action is required in first year of BRM Plan. Continuous monitoring required.</td>
</tr>
<tr>
<td><strong>Very High</strong> (Priorities 2A, 2B, 2C)</td>
<td>Only acceptable with excellent controls. Treatment action is required. Senior Shire officer’s and council notified.</td>
<td>Routine controls are not enough to adequately manage the risk. Specific action will be required during the period covered by the BRM Plan. Quarterly monitoring may be required.</td>
</tr>
<tr>
<td><strong>High</strong> (Priorities 3A, 3B, 3C, 3D)</td>
<td>Only acceptable with adequate controls. Treatment action may be required.</td>
<td>Specific action may be required. Risk may be managed with routine controls and/or specific procedures and is subject to semi-annual monitoring.</td>
</tr>
<tr>
<td><strong>Medium</strong> (Priorities 4A, 4B, 4C)</td>
<td>Acceptable with adequate controls. Treatment action is not required but risk must be monitored.</td>
<td>Specific action may not be required. Risk may be managed with routine controls and/or procedures and monitored as required throughout the life of the BRM Plan.</td>
</tr>
<tr>
<td><strong>Low</strong> (Priorities 5A, 5B, 5C)</td>
<td>Risk acceptable with adequate controls, managed by routine procedures or controls and subject to monitoring. Treatment is not required.</td>
<td>The need for specific action is unlikely. Risk will be managed with routine controls or procedures and monitored as required.</td>
</tr>
</tbody>
</table>
6. **Risk Treatment**

The purpose of risk treatment is to reduce the likelihood of a bushfire occurring and/or the potential impact of a bushfire on the community, economy and environment. This is achieved by implementing treatments that modify the characteristics of the hazard, the community or the environment.

There are many strategies available to treat bushfire risk. The treatment strategy (or combination of treatment strategies) selected will depend on the level of risk and the type of asset being treated. Not all treatment strategies will be suitable in every circumstance.

6.1 **Local Government-Wide Controls**

Local Government-wide controls are activities that reduce the overall bushfire risk within the Shire of Augusta Margaret River. These types of treatments are not linked to specific assets, and are applied across all or part of the local government as part of normal business or due to legislative requirements. The following controls are currently in place across the Shire of Augusta Margaret River:

- **Bush Fires Act 1954** Section 33 notices, including applicable fuel management requirements, firebreak standards and annual enforcement programs;
- Declaration and management of Prohibited Burn Times, Restricted Burn Times and Total Fire Bans for the local government (annual Shire Firebreak and Fuel Reduction Notice);
- Public education campaigns and the use of P&W and DFES state-wide programs, tailored to suit local needs;
- State-wide arson prevention programs developed in conjunction with WA Police and DFES;
- State planning framework and local planning schemes, implementation of appropriate land subdivision and building standards in line with DFES, Department of Planning and Building Commission policies and standards;
- Monitoring performance against the BRM Plan and reporting annually to the local government council and OBRM;
- The Department of Fire and Emergency Services (DFES) is responsible for the management of fire prevention on 0.4% of Unallocated Crown Land (UCL) and Unmanaged Reserves (UMR) within gazetted town site boundaries under a memorandum of understanding with the Department of Lands;
- Parks and Wildlife Annual mitigation works programs (includes mechanical works and prescribed burns that may not directly influence level of risk to a specific asset or group of assets)
- Western Power Annual Vegetation Management and asset inspection activities in Extreme and High Bushfire Risk areas completed by November 30th. (WP deems Margaret River Extreme Risk);
- Nation Trust Western Australia (NTWA), Parkwater Fire Management Plan (Cowaramup, Parkwater Estate). Fuel Load Reduction works completed annually and the plan is reviewed annually by October 31st;
- All Fire Management Plans including but not limited to, land developments and estates. Plans are available through the Planning department at the Shire;
- The Shire of Augusta Margaret River, Parks and Gardens annual hazard reduction works program (includes, spraying, slashing and pruning in and around established Townsites). Priority given to populated Townsites first (known works will be captured in the Bushfire Risk Management treatment schedule),
• Water Corporation Bushfire Risk Mitigation Program (Water corporation sites due to be assessed within the Shire by Water Corp. staff. Only High to Extreme risk sites will be communicated to the BRMO/BRPC once completed), and;
• Get Ready Program, including Bushfire Ready months. Community Bushfire Ready Groups facilitated by two local residents (one North and one South of region). Includes promotional messages, street parties, resources, flyers and community communication and consultation activities. Joint initiative: LG, DFES, Red Cross and other community groups and associations.

A multi-agency work plan has been developed and is attached at Appendix 3. The plan details work to be undertaken as a part of normal business, to improve current controls or to implement new controls to better manage bushfire risk across the local government.

6.2 Asset-Specific Treatment Strategies

Asset-specific treatments are implemented to protect an individual asset or group of assets, identified and assessed in the BRM Plan as being at risk from bushfire. There are six asset specific treatment strategies:

• Fuel management - Treatment reduces or modifies the bushfire fuel through manual, chemical and prescribed burning methods;
• Ignition management - Treatment aims to reduce potential human and infrastructure sources of ignition in the landscape;
• Preparedness - Treatments aim to improve access and water supply arrangements to assist firefighting operations;
• Planning - Treatments focus on developing plans to improve the ability of firefighters and the community to respond to bushfire; and
• Community Engagement - Treatments seek to build relationships, raise awareness and change the behaviour of people exposed to bushfire risk.
• Other - Local government-wide controls, such as community education campaigns and planning policies, will be used to manage the risk. Asset-specific treatment is not required or not possible in these circumstances.

6.3 Determining the Treatment Schedule

Efforts will be made to finalise the Treatment Schedule within six months of this BRM Plan being endorsed by council. The Treatment Schedule will be developed in broad consultation with land owners and other stakeholders.

Land owners are ultimately responsible for treatments implemented on their own land. This includes any costs associated with the treatment and obtaining the relevant approvals, permits or licences to undertake an activity. Where agreed, another agency may manage a treatment on behalf of a land owner. However, the onus is still on the land owner to ensure treatments detailed in this BRM Plan are completed.
7. Monitoring and Review

Monitoring and review processes are in place to ensure that the BRM Plan remains current and valid. These processes are detailed below to ensure outcomes are achieved in accordance with the Communication Strategy and Treatment Schedule.

7.1 Review

A comprehensive review of this BRM Plan will be undertaken at least once every five years, from the date of council endorsement. This shall be undertaken by the BRPC and BRMO in the first instance. Significant circumstances that may warrant an earlier review of the BRM Plan include:
- Changes to the BRM Plan area, organisational responsibilities or legislation;
- Changes to the bushfire risk profile of the area; or
- Following a major fire event.

7.2 Monitoring

The BRPC and BRMO are responsible for monitoring. BRMS will be used to monitor the risk ratings for each asset identified in the BRM Plan and record the treatments implemented. Risk ratings are reviewed on a regular basis. New assets will be added to the Asset Risk Register when they are identified.

7.3 Reporting

The Shire of Augusta Margaret River will submit an annual report to OBRM each year summarising progress made towards implementation of the BRM Plan.

Quarterly reports of progress against BRMP shall be provided to the Local Government council by the Bushfire Risk Planning Coordinator or the Community Emergency Services Manager. Reporting may also be made at the request of council and/or Senior Management or Staff of the Shire of Augusta Margaret River.

Ongoing consultation with OBRM shall be made at least yearly by reporting progress made on BRMP within the shire. Yearly monitoring, review and reporting shall be completed by the BRPC/BRMO. Five-yearly reviews of the BRM Plan and other BRMP reports are also to be completed by the BRPC in consultation with the BRMO.

Consideration shall be given to publicly reporting the mitigation activities completed by the Shire via the Shire’s website or other appropriate means of communication. For example, this could be reporting on compliance to the Shire’s annual indicative burn program.
8. Glossary

**Asset**
A term used to describe anything of value that may be adversely impacted by bushfire. This may include residential houses, infrastructure, commercial, agriculture, industry, environmental, cultural and heritage sites.

**Asset Category**
There are four categories that classify the type of asset – Human Settlement, Economic, Environmental and Cultural.

**Asset Owner**
The owner, occupier or custodian of the asset itself. Note: this may differ from the owner of the land the asset is located on, for example a communication tower located on leased land or private property.

**Asset Register**
A component within the Bushfire Risk Management System used to record the details of assets identified in the Bushfire Risk Management Plan.

**Asset Risk Register**
A report produced within the Bushfire Risk Management System that details the consequence, likelihood, risk rating and treatment priority for each asset identified in the Bushfire Risk Management Plan.

**Bushfire**
Unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective.³⁴

**Bushfire Management Plan**
A document that sets out short, medium and long term bushfire risk management strategies for the life of a development.³⁵

**Bushfire risk management**
A systematic process to coordinate, direct and control activities relating to bushfire risk with the aim of limiting the adverse effects of bushfire on the community.

**Bushfire Threat**
The threat posed by the hazard vegetation, based on the vegetation category, slope and separation distance.

**Consequence**
The outcome or impact of a bushfire event.

**Draft Bushfire Risk Management Plan**
The finalised draft Bushfire Risk Management Plan (BRM Plan) is submitted to the OBRM for review. Once the OBRM review is complete, the BRM Plan is called the ‘Final BRM Plan’ and can be progressed to local government council for endorsement.

**Emergency Risk Management Plan**
A document (developed under Policy 3.2, *Emergency Risk Management Planning and Prevention Procedure 1*) that describes how an organisation(s) intends to undertake the activities of emergency risk management based on

minimising risk. These plans help inform the ongoing development of Local Emergency Management Arrangements (LEMA) and Westplans.

**Geographic Information System (GIS)**
A data base technology, linking any aspect of land-related information to its precise geographic location.\(^{36}\)

**Geographic Information System (GIS) Map**
The mapping component of the Bushfire Risk Management System. Assets, treatments and other associated information is spatially identified, displayed and recorded within the GIS Map.

**Land Owner**
The owner of the land, as listed on the Certificate of Title; or lessee under a registered lease agreement; or other entity that has a vested responsibility to manage the land.

**Likelihood**
The chance of something occurring. In this instance, the chance of a bushfire igniting, spreading and reaching the asset.

**Locality**
The officially recognised boundaries of suburbs (in cities and larger towns) and localities (outside cities and larger towns).

**Planning Area**
A geographic area determined by the local government which is used to provide a suitable scale for risk assessment and stakeholder engagement.

**Priority**
See Treatment Priority.

**Recovery Cost**
The capacity of an asset to recover from the impacts of a bushfire.

**Responsible Person**
The person responsible for planning, coordinating, implementing, evaluating and reporting on a risk treatment.

**Risk acceptance**
The informed decision to accept a risk, based on the knowledge gained during the risk assessment process.

**Risk analysis**
The application of consequence and likelihood to an event in order to determine the level of risk.

**Risk assessment**
The systematic process of identifying, analysing and evaluating risk.

**Risk evaluation**
The process of comparing the outcomes of risk analysis to the risk criteria in order to determine whether a risk is acceptable or tolerable.

**Risk identification**
The process of recognising, identifying and describing risks.

\(^{36}\) Landgate 2015, *Glossary of terms*, Landgate, Perth
**Risk Manager**
The organisation or individual responsible for managing a risk identified in the Bushfire Risk Management Plan; including review, monitoring and reporting.

**Risk Register**
A component within the Bushfire Risk Management System used to record, review and monitor risk assessments and treatments associated with assets recorded in the Bushfire Risk Management Plan.

**Risk treatment**
A process to select and implement appropriate measures undertaken to modify risk.

**Rural**
Any area where residences and other developments are scattered and intermingled with forest, range, or farm land and native vegetation or cultivated crops.\(^{37}\)

**Rural Urban Interface (RUI)**
The line or area where structures and other human development adjoin or overlap with undeveloped bushland.\(^{38}\)

**Slope**
The angle of the ground’s surface measured from the horizontal.

**Tenure Blind**
An approach where multiple land parcels are considered as a whole, regardless of individual ownership or management arrangements.

**Treatment**
An activity undertaken to modify risk, for example a prescribed burn.

**Treatment Objective**
The specific aim to be achieved or action to be undertaken, in order to complete the treatment. Treatment objectives should be specific and measurable.

**Treatment Manager**
The organisation, or individual, responsible for all aspects of a treatment listed in the Treatment Schedule of the Bushfire Risk Management Plan, including coordinating or undertaking work, monitoring, reviewing and reporting.

**Treatment Priority**
The order, importance or urgency for allocation of funding, resources and opportunity to treatments associated with a particular asset. The treatment priority is based on an asset’s risk rating.

**Treatment Schedule**
A report produced within the Bushfire Risk Management System that details the treatment priority of each asset identified in the Bushfire Risk Management Plan and the treatments scheduled.

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\(^{38}\) Australasian Fire and Emergency Service Authorities Council 2012, *AFAC Bushfire Glossary*, AFAC Limited, East Melbourne
<table>
<thead>
<tr>
<th><strong>Treatment Strategy</strong></th>
<th>The broad approach that will be used to modify risk, for example fuel management.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Treatment Type</strong></td>
<td>The specific treatment activity that will be implemented to modify risk, for example a prescribed burn.</td>
</tr>
<tr>
<td><strong>Vulnerability</strong></td>
<td>The susceptibility of an asset to the impacts of bushfire.</td>
</tr>
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</table>
### 9. Common Abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>APZ</td>
<td>Asset Protection Zone</td>
</tr>
<tr>
<td>BRMP</td>
<td>Bushfire Risk Management Planning</td>
</tr>
<tr>
<td>BRMS</td>
<td>Bushfire Risk Management System</td>
</tr>
<tr>
<td>CALD</td>
<td>Culturally and Linguistically Diverse</td>
</tr>
<tr>
<td>DEMC</td>
<td>District Emergency Management Committee</td>
</tr>
<tr>
<td>DFES</td>
<td>Department of Fire and Emergency Services</td>
</tr>
<tr>
<td>ERMP</td>
<td>Emergency Risk Management Plan</td>
</tr>
<tr>
<td>FFDI</td>
<td>Forest Fire Danger Index</td>
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<tr>
<td>FMP</td>
<td>Fire Management Plan</td>
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<tr>
<td>GFDI</td>
<td>Grassland Fire Danger Index</td>
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<tr>
<td>GIS</td>
<td>Geographic Information System</td>
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<tr>
<td>HSZ</td>
<td>Hazard Separation Zone</td>
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<tr>
<td>JAFFA</td>
<td>Juvenile and Family Fire Awareness</td>
</tr>
<tr>
<td>LEMA</td>
<td>Local Emergency Management Arrangements</td>
</tr>
<tr>
<td>LEMC</td>
<td>Local Emergency Management Committee</td>
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<tr>
<td>LG</td>
<td>Local Government</td>
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<td>LMZ</td>
<td>Land Management Zone</td>
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<tr>
<td>OBRM</td>
<td>Office of Bushfire Risk Management</td>
</tr>
<tr>
<td>P&amp;W</td>
<td>Parks and Wildlife (Department of)</td>
</tr>
<tr>
<td>SEMC</td>
<td>State Emergency Management Committee</td>
</tr>
<tr>
<td>SLIP</td>
<td>Shared Land Information Platform</td>
</tr>
<tr>
<td>WAPC</td>
<td>Western Australian Planning Commission</td>
</tr>
</tbody>
</table>
Appendices

1 Communication Strategy

2 Planning Area Map

3 Local Government-Wide Controls, Multi-Agency Treatment Work Plan
### Document Control

<table>
<thead>
<tr>
<th>Document Name</th>
<th>Current Version</th>
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<tr>
<td>Bushfire Risk Management Plan Communications Strategy</td>
<td>1.0</td>
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<table>
<thead>
<tr>
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<th>Issue Date</th>
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<tr>
<td>Shire of Augusta Margaret River CEO</td>
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<table>
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<th>Document Location</th>
<th>Next Review Date</th>
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<td>Synergy Central Records EMS/50</td>
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### Related Documents

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<tr>
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### Amendment List

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1 INTRODUCTION

A Bushfire Risk Management Plan (BRM Plan) is a strategic document that outlines the approach to the identification, assessment and treatment of assets exposed to bushfire risk within the Shire of Augusta Margaret River. This Communication Strategy accompanies the BRM Plan for the Shire of Augusta Margaret River. It documents the communication objectives for the BRM Plan, roles and responsibilities for communication, key stakeholders, target audiences and key messages at each project stage, communication risks and strategies for their management, and communication monitoring and evaluation procedures.

2 COMMUNICATIONS OVERVIEW

Communication Objectives

The communication objectives for the development, implementation and review of the BRM Plan for the Shire of Augusta Margaret River are as follows:

1. Key stakeholders understand the purpose of the BRM Plan and their role in the bushfire risk management planning process.
2. Stakeholders who are essential to the bushfire risk management planning process, or can supply required information, are identified and engaged in a timely and effective manner.
3. Relevant stakeholders are involved in decisions regarding risk acceptability and treatment.
4. Key stakeholders engage in the review of the BRM Plan as per the schedule in place for the local government area.
5. The community and other stakeholders engage with the bushfire risk management planning process and as a result are better informed about bushfire risk and understand their responsibilities to address bushfire risk on their own land.
6. Strengthen Shire of Augusta Margaret River corporate objectives as listed in Corporate Plan 2015-2019:
   - 2.3 Strong community groups and networks and,
   - 2.6 Safer Communities

Communication Roles and Responsibilities

Shire of Augusta Margaret River is responsible for the development, implementation and review of the Communication Strategy. Key stakeholders support local government by participating in the development and implementation of the Communications Strategy as appropriate. An overview of communication roles and responsibilities follows:

- CEO, Shire of Augusta Margaret River responsible for endorsement of the BRM Plan Communications Strategy.
- Director, Corporate and Community Services Shire of Augusta Margaret River, responsible for monitoring and reporting on the BRM Plan and Communications Strategy.
- Marketing and Events Officer, Shire of Augusta Margaret River responsible for external communication with the local government area.
• Community Emergency Services Manager, Shire of Augusta Margaret River responsible for internal and external communication with LGA, monitoring and reporting on the BRM Plan and Communication Strategy.

• Bushfire Risk Management Planning Coordinator, Shire of Augusta Margaret River responsible for operational-level communication between the Shire and the Department of Fire and Emergency Services.

• Bushfire Risk Management Officer, Department of Fire and Emergency Services responsible for operational-level communication between Shire, Department of Fire and Emergency Services and the Office of Bushfire Risk Management.

• Chief and Deputy Bushfire Control Officer’s, Shire of Augusta Margaret River responsible for communicating BRM Plan to Shire Volunteer Bushfire Brigades.

Key Stakeholders for Communication

The following table identifies key stakeholders in bushfire risk management planning. These are stakeholders that are identified as having a significant role or interest in the planning process or are likely to be significantly impacted by the outcomes.

<table>
<thead>
<tr>
<th>Stakeholder</th>
<th>Role or interest</th>
<th>Level of impact of outcomes</th>
<th>Level of engagement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Government Agencies</td>
<td>Land Managers / Coordinators of BRMP&lt;br&gt;Identify Valued Assets</td>
<td>High</td>
<td>Inform, involve and Consult</td>
</tr>
<tr>
<td>Interest Groups</td>
<td>Awareness of BRMP, Consultation and expert advice&lt;br&gt;Identify valued assets</td>
<td>Medium</td>
<td>Inform, consult, empower</td>
</tr>
<tr>
<td>Service Providers</td>
<td>Critical Infrastructure / Treatment strategies&lt;br&gt;Identify valued assets</td>
<td>Medium</td>
<td>Collaborate, inform, consult</td>
</tr>
<tr>
<td>Landowners / Residents</td>
<td>Concerned / Bushfire ready / treatments &amp; education&lt;br&gt;Identify Valued assets</td>
<td>Medium</td>
<td>Inform, consult and empower</td>
</tr>
<tr>
<td>Business Owners</td>
<td>Concerned Land Managers / Impact of bushfire on business&lt;br&gt;Identify valued assets</td>
<td>Low</td>
<td>Inform, consult and empower</td>
</tr>
</tbody>
</table>
## Communications Plan

<table>
<thead>
<tr>
<th>Timing of Communication</th>
<th>Stakeholder(s)</th>
<th>Communication Objective(s)</th>
<th>Communication Method</th>
<th>Key Message or Purpose</th>
<th>Responsibility</th>
<th>Identified Risks to Communication</th>
<th>Strategy to Manage Risks</th>
<th>Monitoring and Evaluation Method</th>
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<tbody>
<tr>
<td><strong>Development of the BRM Plan</strong></td>
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<tr>
<td>Life of plan</td>
<td>Shire of AMR CEO, Senior Leadership Team and Staff</td>
<td>All (1-6)</td>
<td>Emails, Meetings (Quarterly)</td>
<td>Informed, consulted, accountable or responsible. Review and input into Plan.</td>
<td>BRPC or Director of Corporate &amp; Community Services</td>
<td>Time constraints, No clear message, Incorrect audience</td>
<td>Careful planning and time management</td>
<td>Feedback, questions and level of support received</td>
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<td></td>
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<td></td>
<td>Shire Website and Intranet</td>
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<tr>
<td>Life of plan</td>
<td>Bushfire Advisory Committee (BFAC)</td>
<td>All (1-6)</td>
<td>Meetings (Quarterly) Face to Face (presentations in council chambers)</td>
<td>Engaged in process of BRMP Treatment Schedule and Risk Analysis</td>
<td>BRPC and CESM</td>
<td>Plan not complete, Treatments not negotiated, Time constraints</td>
<td>Prepare presentation for each BFAC Give updates as required</td>
<td>Feedback, treatments negotiated and supported by committee.</td>
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</tr>
<tr>
<td>Life of plan</td>
<td>FCO’s, BFB Captains, VFRS Captains</td>
<td>All (1-6)</td>
<td>Meetings organised with Each brigade or as required</td>
<td>Engaged in process of BRMP Identify Risk, and share information</td>
<td>BRPC CESM</td>
<td>Time constraints, No plan, unorganised Availability of volunteers</td>
<td>Careful planning and time management</td>
<td>Feedback, support for BRMP process Engaged</td>
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<tr>
<td>From Date</td>
<td>To Date</td>
<td>Group</td>
<td>Communication Methods</td>
<td>Key Actions</td>
<td>Challenges</td>
<td></td>
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<tr>
<td>01/02/2016</td>
<td>01/07/2017</td>
<td>Home Owners, Land Managers &amp; Interest groups or businesses.</td>
<td>Media (Newspaper), Shire Website, Face to face meetings, Community workshops and forums, Mail outs to landowners who live elsewhere.</td>
<td>Inform of the BRMP process, Identify valued assets, Identify existing controls, Inform of process.</td>
<td>BRPC/BRMO Media not reaching majority, Workshops and forums could get abstracted by other agendas. Absentee landowners missed.</td>
<td></td>
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<tr>
<td>01/02/2016</td>
<td>01/07/2017</td>
<td>State Agencies, Service providers and other Stakeholders (WP, WC, National Trust etc.)</td>
<td>Emails, Face to Face Meetings, Telephone</td>
<td>Inform of BRMP process, Identify assets at risk, Identify existing controls/programs</td>
<td>BRPC/BRMO Time constraints and travel, Level of interest and engagements in process</td>
<td>Select appropriate channel of communication, Prepare materials and good planning</td>
<td></td>
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<tr>
<td>Life of Plan</td>
<td></td>
<td>Parks and Wildlife (Biodiversity and Fire Management)</td>
<td>Emails / Website, Face to face Meetings, Telephone</td>
<td>Inform BRMP Identify &amp; risk assess Environmental assets, List existing controls where possible</td>
<td>BRPC/BRMO Sensitive information, Reliable Data, Limited research in region</td>
<td>Identify existing controls/plans, PaW responsible for Enviro. Assets and control of risks</td>
<td>Regular contact and sharing of information, Ongoing stakeholder consultation required</td>
<td></td>
</tr>
<tr>
<td>Implementation of the BRM Plan</td>
<td>Life of plan</td>
<td>Shire of AMR CEO, Senior Leadership Team and Staff</td>
<td>All (1-6)</td>
<td>Emails</td>
<td>Meetings (Quarterly)</td>
<td>Shire Website and Intranet</td>
<td>Informed, consulted, accountable or responsible. Review and input into Plan. Progress to plan</td>
<td>BRPC, CESM or Director of Corporate &amp; Community Services</td>
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<tr>
<td>Life of Plan</td>
<td>Stakeholder group</td>
<td>All (1-6)</td>
<td>Emails</td>
<td>Website Telephone</td>
<td>Informed, consulted, accountable or responsible. Review and input into Plan. Progress to plan</td>
<td>BRPC/BRMO</td>
<td>Availability Located out of local/district area Commitment lost</td>
<td>Well planned and executed sharing of information Negotiations conducted</td>
</tr>
<tr>
<td>Life of Plan</td>
<td>BFAC Meetings</td>
<td>All (1-6)</td>
<td>Meetings (Quarterly) Face to Face (presentations in council chambers)</td>
<td>Report on progress to plan Report issues/constraints</td>
<td>BRPC/BRMO</td>
<td>Poor communication from stakeholders and LG on completion of works</td>
<td>Collate data and report on success to plan Compliance to plan</td>
<td>Good feedback received on works FCO’s pleased with work to date</td>
</tr>
<tr>
<td>Review of the BRM Plan</td>
<td>Yearly (Shire)</td>
<td>Shire of AMR CEO, Councillors and Staff</td>
<td>All (1-6)</td>
<td>Email Meetings</td>
<td>Review, Monitor and Reporting Endorse plan</td>
<td>BRPC/BRMO</td>
<td>Poor reporting and recording of information</td>
<td>BRPC &amp; BRMO to record data and information appropriately</td>
</tr>
</tbody>
</table>
| Frequency | Responsible Party | Presentation Medium | Action/II | Compliance to plan and acceptance of risk | Review not completed by BRMB and OBRM | Approved by BRMB and OBRM for LG | Work completed as a result of plan
<table>
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<tbody>
<tr>
<td>5 Yearly (Shire, DFES and OBRM)</td>
<td>OBRM, BRMO, BRMB, BRPC &amp; LG Council</td>
<td></td>
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<td></td>
<td>Good reporting</td>
</tr>
<tr>
<td>Quarterly</td>
<td>Shire of AMR</td>
<td>All (1-6)</td>
<td>Email Shire Intranet (Interplan reporting system)</td>
<td>Report on actions and key performance indicators for BRMP process</td>
<td>BRPC</td>
<td>Objectives not clearly set out</td>
<td>Discuss with Shire CEO and Director</td>
</tr>
<tr>
<td>Control</td>
<td>Action or Activity Description</td>
<td>Lead Agency</td>
<td>Other Stakeholder(s)</td>
<td>Notes and Comments</td>
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<tr>
<td>01</td>
<td>Shire of AMR, Local firebreak and hazard reduction laws (<em>Bush Fires Act 1954</em>)</td>
<td>Local Government</td>
<td>FCO’s, brigades and land owners</td>
<td>Local law established to ensure land owners understand and comply to firebreak specifications as well as appropriately reducing fuel load and risk on their properties. Notice reviewed annually. Rangers inspect compliance to the notice and fines apply if non-compliant.</td>
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<tr>
<td>02</td>
<td>Shire of AMR Prohibited, Restricted burn times (<em>Bush Fires Act 1954</em> Sect. 17 &amp; 18)</td>
<td>Local Government</td>
<td>Chief FCO, FCO’s, CESM, Rangers and the public.</td>
<td>Issuing of permits by authorised Fire Control Officer’s is completed during the restricted and prohibited burn times.</td>
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<tr>
<td>03</td>
<td>Shire of AMR mitigation works</td>
<td>Local Government</td>
<td>Public (reporting hazards and concern of risk) The Shire’s Fire and Emergency Services Team and Rangers</td>
<td>Tracked through the Shire’s Intramaps mapping system, the Parks &amp; Gardens team targets work on Townsites with highest population and/or as identified by the BRMP process. Work includes, slashing, spraying, mulching, pruning and other mechanical treatments.</td>
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<td>04</td>
<td>DFES UCL/UMR land management</td>
<td>DFES (Lower South West office)</td>
<td>P&amp;W, LG, Local brigades</td>
<td>Annual budgeting has been completed to include mitigating risk on UCL/UMR. Lowers South West BRMO’s have these plans included in their scope of work.</td>
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<tr>
<td>05</td>
<td>Shire of AMR, Burn Program (annual indicative plans)</td>
<td>Local Government</td>
<td>DFES, P&amp;W, Local brigades, Public</td>
<td>The CESM of the Shire is tasked with Bushfire Mitigation on Shire reserves. Annual burn plans are available. The BRM Plan will now prioritise the reserves for hazard reduction burns. Shire Intramaps mapping system is currently recording information.</td>
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<tr>
<td>06</td>
<td>Parks and Wildlife (P&amp;W) Master Burn Plans</td>
<td>P&amp;W</td>
<td>Local brigades, DFES, LG</td>
<td>The plans can be accessed via their website, by sharing shape files (GIS) and are communicated at Local BFAC, ROAC and other various meetings.</td>
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<tr>
<td>07</td>
<td>Parks and Wildlife mitigation works</td>
<td>P&amp;W</td>
<td>DFES, LG</td>
<td>No formal plan exists however, works are completed as required, upon request or when identified.</td>
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<tr>
<td>Control</td>
<td>Action or Activity Description</td>
<td>Lead Agency</td>
<td>Other Stakeholder(s)</td>
<td>Notes and Comments</td>
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<tr>
<td>08</td>
<td>Parks and Wildlife - Forest Management Plan 2014-2023. Environmental Value Plans (Nature conservation parks/reserves)</td>
<td>National Park, State Forest and conservation area biodiversity and fire management strategies/plans. Data held for flora and fauna species (including rare and/or threatened species). Timber Harvest Plans.</td>
<td>P&amp;W</td>
<td>Provides strategic objectives for the management of fire and biodiversity in the park. Sits behind the annual works developed by the Fire Working Group. P&amp;W manage all environmental values throughout the Shire. The Forest management Plan sets out management activities to protect forest values and balance the many ways the forests are used including rolling three-year indicative timber harvest plans.</td>
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<tr>
<td>09</td>
<td>The Regional Forest Agreement for the South-West Forest Region of Western Australia (WA RFA)</td>
<td>The WA RFA is a 20-year agreement between the State and Commonwealth governments on the use and management of the forests of Western Australia’s south-west. The WA RFA was signed on 4 May 1999 and expires in 2019.</td>
<td>Department of Agriculture and Water Resources, P&amp;W</td>
<td>It meets the three main objectives of the RFA process: • to protect environmental values in a world class system of national parks and other reserves, based on nationally agreed criteria; • to encourage job creation and growth in forest-based industries, including wood products, tourism and minerals; and • to manage all native forests in a sustainable way. For the environment, it established a world class reserve system which is Comprehensive, Adequate and Representative of the forests' biodiversity, old-growth forest, and other natural and cultural values.</td>
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<tr>
<td>10</td>
<td>Water Corporation Bushfire Risk Management Program</td>
<td>Bushfire Risk Management Plan. A Bushfire Risk Management Project is under way for the Water Corp.</td>
<td>Water Corporation</td>
<td>A plan is currently being developed. High risk areas are identified and treatments planned then completed. Treatments and risk assessments are available through Water Corp Bushfire Risk Management department. Some high risk areas have been identified in the Shire to date.</td>
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<tr>
<td>11</td>
<td>Western Power annual asset inspection and vegetation management program</td>
<td>Western Power Bushfire Plan</td>
<td>Western Power</td>
<td>The Shire of Augusta Margaret River is identified as an extreme fire risk area resulting in a prioritised mitigation program compared to other LGA’s. Annual vegetation management and asset inspections are completed to ensure risk is managed. Full asset inspections are completed every 4 years.</td>
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<td>Control</td>
<td>Action or Activity Description</td>
<td>Lead Agency</td>
<td>Other Stakeholder(s)</td>
<td>Notes and Comments</td>
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<td>12</td>
<td>National Trust WA Parkwater Fire Management Plan</td>
<td>National Trust WA</td>
<td>LG. Cowaramup Fire Brigade</td>
<td>Annual plans for mitigation works exist. These range from mechanical works to hazard reduction burns. Burns are completed on an 8-10-year cycle. NT only manages land in the Cowaramup locality.</td>
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<td>13</td>
<td>Land sub-division &amp; building (WAPC) Requirement for estate, sub-division, and other Fire Management Plans</td>
<td>Local Government</td>
<td>Local Brigades, contractors and FCO’s</td>
<td>Land developers are required to implement a Fire Management Plan to ensure risk is managed and other controls implemented and monitored.</td>
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<td>14</td>
<td>Planning in Bushfire Prone Areas Planning in bushfire prone areas. E.g. State Planning Policy 3.7 and standards.</td>
<td>WAPC</td>
<td>LG, DFES, P&amp;W, land owners</td>
<td>Foundation for land use planning. Directs how land use should address bushfire risk management in WA. It aims to preserve life and reduce impact on property and infrastructure. The Shire aligns its policy and standards with SPP 3.7. BAL assessments are required.</td>
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<td>15</td>
<td>Pine Plantation Fire Management Plans The Forest Product Commission (FPC) has implemented fire management plans for the Bramley plantation.</td>
<td>FPC</td>
<td>P&amp;W, LG, DFES</td>
<td>Minimum requirements and controls have been committed to within the Plan.</td>
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<td>16</td>
<td>State-wide arson prevention programs Education and awareness campaigns exist across the state for arson.</td>
<td>WA Police</td>
<td>DFES, LG</td>
<td>Participation as required. The Shire participates in campaigns for arson prevention.</td>
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<td>17</td>
<td>Bushfire Ready Groups and street meets Public preparedness and education campaign</td>
<td>DFES</td>
<td>LG, local brigades</td>
<td>2 bushfire ready facilitators are in the Shire. 1 North and 1 South. Working together with DFES and LG community engagement teams to better prepare the community for bushfire events. Street meets and phone trees have been implemented as a result as well as safe winter burn demonstrations and workshops.</td>
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Our Ref: D00304; 17/054886
Your Ref: EMS/50; O163141

Ms Annie Riordan
A/Chief Executive Officer
Shire of Augusta - Margaret River
PO Box 61
MARGARET RIVER WA 6285

Dear Ms Riordan

RE: SUBMISSION OF DRAFT BUSHFIRE RISK MANAGEMENT PLAN TO THE
OFFICE OF BUSHFIRE RISK MANAGEMENT (OBRM)

Thank you for the draft Bushfire Risk Management Plan (BRM Plan) for the Shire of Augusta - Margaret River received on 15 April 2017.

I am pleased to inform you that the draft BRM Plan has been reviewed by OBRM against the Bushfire Risk Management Planning – Guidelines for Preparing a Bushfire Risk Management Plan (the Guidelines). As discussed with the Shires Bushfire Risk Planning Coordinator on 3 April 2017, the BRM Plan for the Shire of Augusta - Margaret River has been considered to meet the required standard on the condition that all assets are recorded in the Bushfire Risk Management System (BRMS) and risk assessments completed for each asset by 1 September 2017. The BRM Plan may now be presented to Council for approval and formal adoption.

Within six months of Council approval of the BRM Plan, the Shire of Augusta - Margaret River is requested to finalise the Asset Register and Treatment Schedule in BRMS and provide written notification to OBRM. Please note, it is not necessary to provide further updates to OBRM if any individual treatments are subsequently added, edited, rescheduled or deleted from the original schedule after this time.

As per the Guidelines, at the end of each financial year the Shire of Augusta - Margaret River will be required to prepare and submit a report to OBRM detailing progress against the BRM Plan. The annual report is a standard report generated within BRMS and comments may be added to the report should you wish to provide further context. A reminder will be sent to all Local Governments providing further instructions for the submission of the report.

Yours sincerely,

TIM McNAUGHT
A/DIRECTOR OBRM
3 May 2017