

Municipal Fire Management Plan 2018 – 2021

Golden Plains Shire

Version 3.0



Foreword

The Golden Plains Shire acknowledges and thanks all those who have contributed to the production of this plan and those who have been willing to commit their time and considerable expertise, both as members of the Golden Plains Shire MFMPC and those who supplied agency specific information for this publication.

Context Statement

All comments should be forwarded to:

Golden Plains Shire Council
Municipal Fire Prevention Officer
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Version Control Table

Version Number	Date of Issue	Author(s)	Brief Description of Change
Version 1.0	November 2011	Golden Plains MFMPC	Adoption of Version 1.0
Version 1.1	December 2011	Amendments – R.Gibson & J.Annear	Inclusion of 6.5 - Brigade Consultation and updated text to reflect amended legislation around the '10/50 Rule' and the Bushfire Management Overlay. Updated text in Cross Boundary Risk Table and the Authorisation Page.
Version 1.2	June 2013	Amendments – Grampians State Fire Management Planning Support Team	<p>Updated Section 3.7, Chapter 5, Section 6.5, Appendix A, B, C.2, C.3 and H. Changed Township Protection Plan (TPP) to Community Information Guide (CIG). Inclusion of Disclaimer, new Section 6.3 – Plan Reporting and change existing Section 6.3, 6.4, 6.5 to the next sequence. Inclusion of new Appendix F - Issuing Permits to Burn and changed existing Appendix F, G, H and I to the next alphabet.</p> <p>As of 1 May 2013 Department of Sustainability and Environment (DSE) and Department of Primary Industries (DPI) have jointly combined to form Department of Environment, Land, Water and Planning (DELWP). All previous DSE treatments are still valid and this name change will be reflected in the next iteration of this plan.</p>
Version 2.0	October 2014	Amendments as part of the 3 year review process	Inclusion of the updated Victorian Fire Risk Register (VFRR) Human Settlement data as presented at the MFMPC May 2014 meeting. Corrections to inaccurate data within the document, maps and tables. Removal of irrelevant references to process associated with the development of the first iteration of the MFMP. Review and update of treatments applied to VFRR Human Settlement data. Inclusion of Fire Access Track list, map and process. Updated Municipality Map. Reviewed and updated Brigade Works 2014/15 list and map. Creation of the Multi Agency Bushfire Work Plan for 2014/17. Review of DEECD assets and treatments by DEECD. Inclusion of updated Structure Fire and Hazardous Materials risk registers. Inclusion of automated List of Tables. Inclusion of external Appendices; Permits to Burn and Hazard Tree Identification into the document body. Minor corrections as per the MFMPC meeting of October 2014
Version 2.1	April 2016	Amendments – MFMPC, Simon Howland, Braeden Chivers, Dale Smithyman	Inclusion of the updated Victorian Fire Risk Register (VFRR) Human Settlement – Culture Heritage data as presented at the MFMPC October 2015 meeting. Number of agencies name change i.e. DEPI to DELWP. Council Policy for permits to burn added to Appendix F 1: Issuing Permits to Burn. Amendments to 3m fire break increased to 5m break. All amendments adopted by the MFMPC on 20 th October 2015
Version 2.2	July 2016	Amendments	Addition of CFA Group Boundaries Map. Update Fire Access Tracks map. Update Strategic Fire Breaks map and list
Version 3.0	October 2017	Amendments as part of the 3 year review process	Update of VFRR B – Human Settlement mapping, Inclusion of MFMPC Terms of Reference at Appendix F.2, updated general information and inclusion of new maps, update of mapping appendices
Version 3.0	September 2019	Amendments	Minor amendments made when requested by CFA.

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Please refer to the Golden Plains Shire website for the latest version.**

Authorisation

This Municipal Fire Management Plan was adopted by the Golden Plains Shire's MFMPC on the 17th of October, 2011.

Version 2.0 of this Plan was endorsed through a formal motion by the Golden Plains Shire MFMPC at their meeting on 7 October 2014, for which the Chair of the committee will sign for and on behalf of all members of the Golden Plains Shire MFMPC.

Version 2.0 of this Plan was adopted by formal motion of the Golden Plains Shire Council on the 25th of November, 2014.

Version 3.0 of this Plan was endorsed through a formal motion by the Golden Plains Shire MFMPC at their meeting on 3 October 2017, for which the Chair of the committee will sign for and on behalf of all members of the Golden Plains Shire MFMPC.

Signed: _____ Date: _____

Gavin Hope
Chair
Golden Plains Shire Municipal
Fire Management Planning Committee

Plan endorsed by:
Municipal Fire Management
Planning Committee

Signed: _____ Date: _____

Greg Anders
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Golden Plains Shire Municipal
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Plan endorsed by:
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Management Planning
Committee

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Rod Nichols
Chief Executive Officer
Golden Plains Shire

Plan endorsed by:
Golden Plains Shire Council

All agencies will be accountable for their respective activities, responsibilities and components within the Plan.



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1 Introduction

This integrated Municipal Fire Management Plan (MFMP) is risk based, has regard to the social, economic, built and natural environment aspects of fire and guides participants involved in fire management activities. It is consistent with the Municipal Emergency Management Plan (MEMP) to ensure that linkages across fire Preparedness, Prevention, Response and Recovery (PPRR) programs are consistent and holistic. The plan also contains appropriate references to other uses of fire, including agricultural, ecological and cultural applications, and replaces the Municipal Fire Prevention Plan (MFPP).

Authority for this plan is derived from the *Emergency Management Act 1986* (the Emergency Management Act), which provides that a Municipal Emergency Management Planning Committee (MEMPC) must give effect to any direction or guideline issued by the Co-ordinator in Chief (Section 21 (5)). In the country area of Victoria, a MFMP prepared and endorsed in compliance with guidelines contained within *Part 6A of the Emergency Management Manual Victoria*, will be deemed to fulfil Section 55A of the *Country Fire Authority Act 1958* (the CFA Act).

The purpose of this integrated MFMP is to chart the planned and coordinated implementation of measures designed to minimise the occurrence, and mitigate the effect of bushfire, grass fire, residential and industrial fires in the community. The plan is based on the Integrated Fire Management Planning (IFMP) framework.

The IFMP framework is designed to operate under existing fire and emergency management legislation and therefore does not replace existing statutory roles and responsibilities. The framework aims to support and enhance statutory requirements through government and agencies working together.

The Golden Plains Shire integrated MFMP seeks to achieve consistent and effective fire management planning within the Municipality through commitment to cooperation, including sharing and building of collective knowledge and experience at municipal and regional levels.

Critical to the success of IFMP is the ongoing building and maintaining of relationships across government, the private sector and the broader community. Participation, support and cooperative decision making by all these sectors working in collaboration to develop fire PPRR strategies, programs and plans for all types of fire risk, and meeting the needs of local communities are all essential for effective implementation of IFMP.

This Golden Plains Shire MFMP is an integrated plan combining the Municipality, the Department of Environment, Land, Water and Planning (DELWP), Country Fire Authority (CFA), VicRoads and other key stakeholder's fire management plans.

1.1 Core Membership of the Golden Plains Shire Municipal Fire Management Planning Committee

Membership of the Golden Plains Shire Municipal Fire Management Planning Committee (MFMP), as appointed by the MEMPC, will comprise of representatives from key agencies and organisations, including as per the Committees Terms of Reference (Appendix F.2):

- CFA
- DELWP
- Golden Plains Shire representatives
- VicRoads
- Victoria Police

1.2 Role of the Municipal Fire Management Planning Committee

The role of the MFMP is to provide a municipal level forum to build and sustain organisational partnerships, generate a common understanding and shared purpose with regard to fire management, and ensure that the plans of individual agencies are linked and complement each other.

In addition to the roles and responsibilities conferred on the Committee under its Terms of Reference (Appendix F.2) which are drawn from the Municipal Emergency Management Plan, the Golden Plains Shire's MFMP functions under Section 55 of the CFA Act are:

- Plan the burning or clearing of firebreaks;
- Advise the appropriate authorities as to the existence of and steps to be taken for the removal of fire hazards within the area;

- Advise and make recommendations to the municipal council in the preparation of its MFMP;
- Recommend to CFA or to the appropriate authorities (as the case may require) any action which the committee deems necessary or expedient to be taken for reducing the risk of an outbreak of fire or for suppressing any fire which may occur within the area;
- Advise the Municipal Fire Prevention Officer concerning the removal of fire hazards under Section 41 of the CFA Act;
- Refer to the Regional Strategic Fire Management Planning Committee (RSFMPC) for consideration of all matters which in the opinion of the MFMP should be so referred; and
- Carry out such other functions as are conferred or imposed upon MFMP by regulations made upon the recommendation of the Authority.

The preparation of this MFMP has involved the experience of agencies and authorities charged with responsibilities for fire management. Consultation with local CFA brigades and community was also undertaken in the development of this document. This collaboration has ensured the development of a holistic and integrated approach to fire management across all land users, and that the strategies adopted were based on practical local knowledge and common sense.

A further role of the Grampians RSFMPC is to ensure that any risks that cross municipal boundaries are treated in a seamless and consistent manner, regardless of land tenure.

2 Engagement and Communications

2.1 Stakeholder Analysis

Stakeholders involved in fire management planning in Golden Plains Shire were categorised into three groups according to their chosen levels of participation in integrated fire management planning and their information requirements. These groups are the:

- State Fire Management Planning Committee
- Regional Management Planning Committee
- Municipal Management Planning Committee

2.2 Communications Objectives

The achievement of fire management objectives and the success of fire management outcomes will be dependent on effective communications in all planning and implementation phases. The objectives of the communications plan will be to:

- Build a collaborative approach to integrated fire management planning;
- Identify internal communication flows within organisations;
- Ensure that communication across agencies is effective in developing a shared understanding of the issues and key responsibilities and that all agencies deliver a consistent message to the community and their stakeholders;
- Support a greater commitment to IFMP;
- Build resilient relationships and sound networks between key stakeholders;
- Consult with communities so that local knowledge is captured in the planning process that the communications plan supports;
- Foster better communication and planning between the agencies and local communities; and
- Achieve greater consistency from all levels of government on key policy issues.

2.3 Communication and Engagement Principles

The Golden Plains Shire MFMP recognizes the value of local knowledge and the unique contribution the community can make to the MFMP planning process.

Effective community engagement in fire management planning is required to:

- Promote acceptance, understanding and joint problem solving;
- Raise knowledge and skills of fire management through participation;
- Produce plans that support community and organizational expectations; and
- Incorporate community and organizational needs into the development of plans.

2.3.1 Stakeholder and Community Consultation and Engagement

A stakeholder and community engagement process was undertaken in the development of the first iteration of the MFMP. This process featured:

- Community information sessions held in Golden Plains Shire targeting high-risk communities;
- Stakeholder briefings held in Golden Plains Shire for special interest organizations as required; and
- Online engagement program during the consultation period.

All submissions were considered in the development of the first iteration of the MFMP.

2.3.2 Key Engagement Process to Develop the Municipal Fire Management Plan

Figure 2 below describes the key engagement process involved in the development of the MFMP.

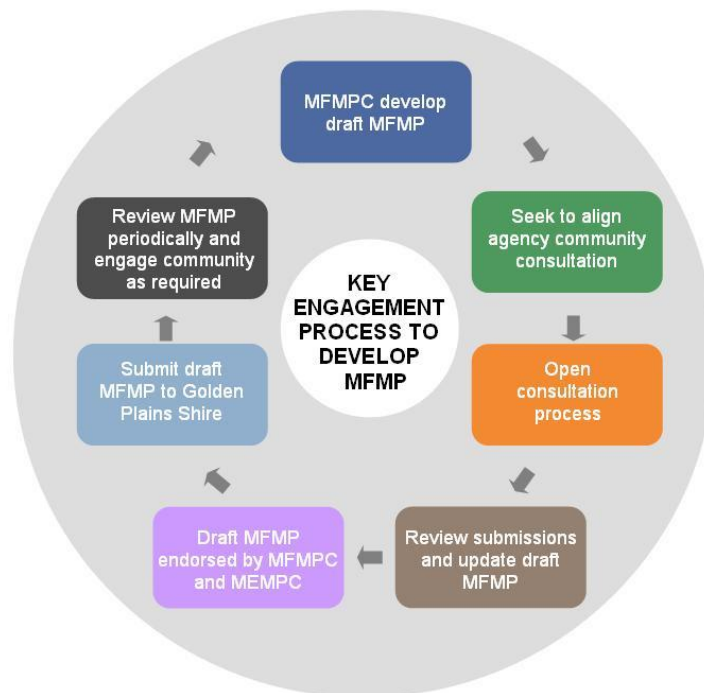


Figure 2: Key Engagement Process to Develop MFMP

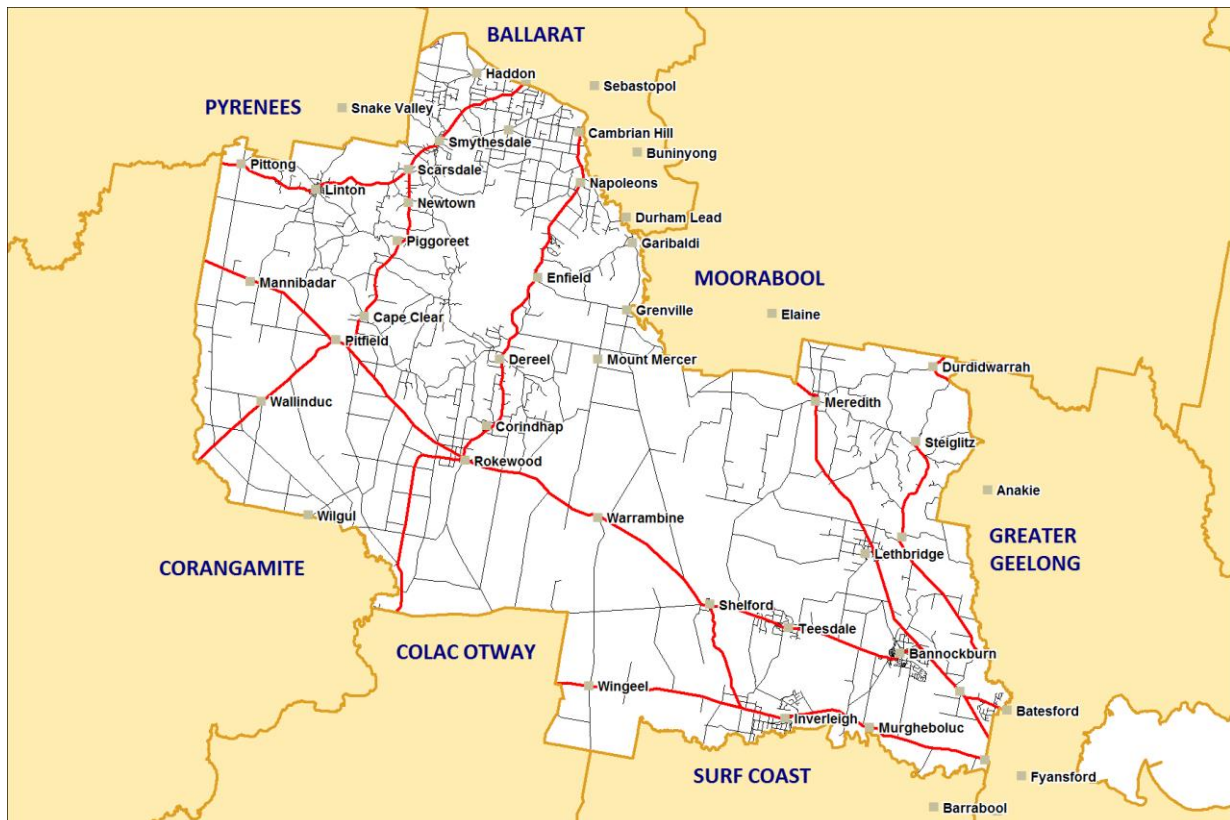
No community consultation and engagement was considered necessary during the development of the current iteration of the plan.

3 Environmental Scan

3.1 Location and Tenure

The Golden Plains Shire extends from Haddon, close to Ballarat in the north, to Stonehaven, near Geelong in the south and is one of the fastest growing shires in Regional Victoria.

Golden Plains Shire covers an area of 2,705 square kilometres with a population of 21,688 (ABS August, 2016). Population statistics reveal a rapidly growing residential sector in the regions closest to Geelong and Ballarat and features a wide range of land types from forested foothills to flat grazing and cropping lands. The municipality is approximately one hour's drive west from Melbourne along the Princes Freeway and significant public land managers include Golden Plains Shire, Parks Victoria and Department of Environment, Land, Water and Planning (DELWP).

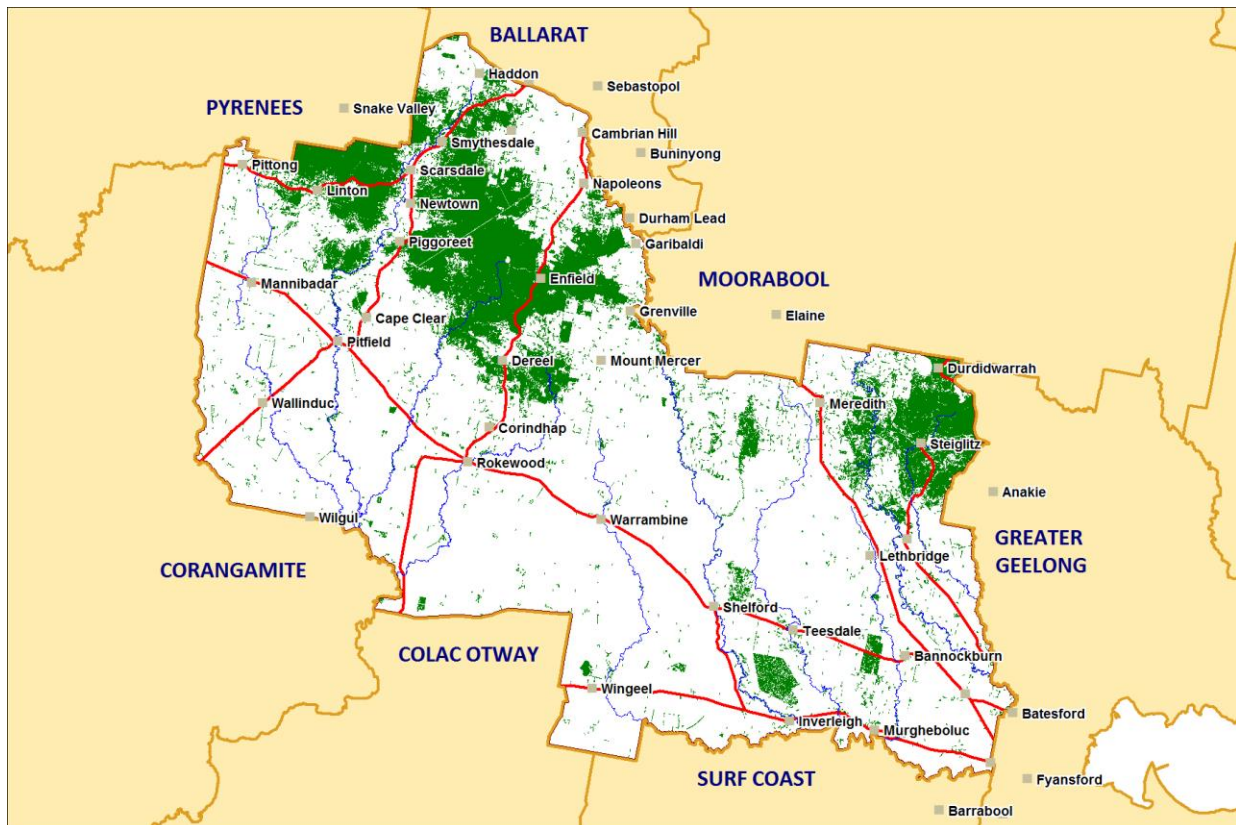


3.2 Traditional Owners

Golden Plains Shire acknowledges the Indigenous history of the municipality. The land was traditionally under the custodianship of the Wathaurong people and we respect the spirits of their ancestors among us.

3.3 Natural Environment

Golden Plains Shire consists of the Victorian Volcanic Plains in the central and southern regions which are characterised by rocky outcrops and barriers that impede transport and access. The remainder of the municipality ranges from undulating to hilly timbered country in the areas of Brisbane Ranges National Park and Enfield State Forest and north to Scarsdale and Haddon.



The Woady Yaloak, Leigh and Moorabool Rivers extend through significant sections of Golden Plains Shire from the north to the south placing a barrier to east west traffic. Several other tributaries are similarly difficult to traverse.

3.4 Land Use

Within the Golden Plains Shire there is considerable industry with major farming in wool, cattle, grain and poultry. Niche markets are developing in the farming sector with intensive farms becoming more abundant as are home based businesses.

The middle and south of the municipality consists of extensive open grassed farmlands which are used for cropping and raising stock. There are a number of small hamlets and farming communities located throughout the municipality. Topographically very diverse, Golden Plains Shire has two principal vegetation types. The north of the municipality is characterised by very old Ordovician nutrient poor gravelly soils dominated by dry sclerophyll forest. The southern portion of the municipality is typified by basalt plains soil which support open grasslands used for horticultural, cropping and grazing activities.

Areas of poorer quality soils have not been cleared as extensively for agriculture having instead been developed as low density housing developments with some remaining as public land.

3.5 Climate and Bushfire Season

The climate in the Golden Plains area is dominated by warm dry summers and cool wet winters. In recent years there has been a significant decrease in average spring and autumn rainfalls. The bushfire season generally runs from December to April.

Prevailing weather conditions associated with the bushfire season in the Golden Plains Shire area are warm to hot north westerly winds accompanied by high temperatures and low relative humidity followed by a cool south westerly change.

Under the State Government climate change projections, Golden Plains Shire can expect:

- To be hotter with the greatest increases in temperature expected in summer;
- To be drier with greatest decreases in rainfall expected in spring; and
- To have fewer rainy days but increasing rainfall intensity.

3.6 Population and Demographics

The municipality has a population of approximately 21,688 (ABS August 2016) with annual growth rate of 2.3%.

The Shire has a rich gold mining history captured in townships like Smythesdale, Linton and Steiglitz and a long farming past with the area being one of the first colonized on the arrival of European settlement in Victoria. This has contributed to the present day decentralization of communities within Golden Plains.

The level of services and proximity to these centres, combined with affordable housing and attainment of a semi-rural lifestyle are appealing and result in Golden Plains Shire being a developing municipality with much to offer.

The main population centre of the municipality is the rapidly growing township of Bannockburn with a population of 5283 (ABS August 2016) an increase of 34% from 3,514 in 2011 (ABS June 2011). Bannockburn is a growing rural town providing affordable housing in close proximity to Geelong, and commuting distance to Melbourne and Ballarat. Bannockburn is characterised by significant residential development and an expanding commercial precinct providing an increasing level of services.

Teesdale and Inverleigh are also rapidly growing as new residents seek a rural lifestyle within commuting distance of Geelong and Melbourne.

Haddon, Ross Creek and Smythes Creek are large communities in rural living environments. Other township areas include: Batesford, Cape Clear, Corindhap, Cressy, Dereel, Enfield, Inverleigh, Lethbridge, Linton, Maude, Meredith, Napoleons, Rokewood, Scarsdale, Shelford, Smythesdale, Steiglitz and Teesdale.

3.7 History of Fire and Ignition Causes

There have been several major fires within Golden Plains Shire. These fires occurred in 1939, 1944, 1965, 1967, 1969, 1977, 1982, 1983, 2002, and 2004. The notable fire events have occurred in the Enfield State Forest in 1995, Smythesdale and Anakie in 2006 and Steiglitz in 2007, Dereel in 2013 and Maude in 2014.

Prior to the Dereel fire in 2013 where 6 homes were lost along with many other structures, the primary cause of house loss to fire was through structure fires in winter within the order of one house lost per year.

CFA data indicates that of the many grass and scrub fires ignited annually, the majority of these are restricted to less than one hectare with less than 20% developing into larger fires.

The limited and dispersed nature of volunteer firefighting services in the Shire contributes to the risk of fires gaining hold and rapidly spreading under high fire danger conditions to impact extensive areas. However, the rapid and excellent response from these volunteer firefighting resources result in many fires with great potential for harm being limited to small, isolated fires.

3.8 Future Fire Management Implications

There is an increasing trend in residents moving from the predominantly urban environments of Geelong, Melbourne and Ballarat into the largely rural Golden Plains Shire environment. These land owners traditionally have less understanding of fuel and fire management requirements, have little engagement with the community, and work externally to the municipality. This has the potential to limit their capacity to safely undertake regular fuel management works, respond to wildfire scenarios and participate in local community networks.

4 Municipal Fire Management Objectives

4.1 Objectives/Outcomes

The primary objectives of the Golden Plains Shire MFMP are to:

- *Effectively manage and reduce the risk of fire, with a view to protecting life and property with due regard to our natural environment; and*
- *Align and integrate existing fire management planning and practices across agencies and the community.*

The Golden Plains Shire MFMP is a strategic and operational document that identifies communities and assets at risk through an Environmental Risk Scan incorporating Council's MEMP, using the Victorian Fire Risk Register (VFRR) tool to identify assets at risk from bushfire and treatments currently applied to mitigate risk.

The intention of this MFMP is to minimise the occurrence, and mitigate the impacts of bushfire, grass and structure fire and hazardous materials incidents on the community in accordance with the IFMP framework.

4.2 Strategic Directions

The plan addresses both public and private land across the PPRR continuum. The MFMP will be reviewed and updated annually to ensure it incorporates any new strategies, programs and tools developed to meet Council, agencies and community needs and expectations.

Adopting the principles of continuous improvement, the strategic direction of the MFMP aligns directly to the *Strategic Directions for Planning in Victoria (2013)* which articulates the vision of future fire management in Victoria as fire management that delivers:

- *Active participation of community, the industry and government, working together in fire management;*
- *Fire management planning to reduce the destructive impact of fire on communities and the environment;*
- *Communities that are resilient to the effects of fire; and*
- *Greater understanding of the fire industry within the community, healthy natural, social, built and economic environments.*

Also considered in the ongoing development of the Municipal Fire Management Plan are the following broad strategy documents which can be accessed through the CFA, Safer Together and Emergency Management Victoria websites at www.cfa.vic.gov.au, www.safertogether.vic.gov.au and www.emv.vic.gov.au.

- *Strategic Directions for Planning in Victoria (2013)* provides Victoria with clear direction to meet future bushfire challenges;
- *Bushfire Safety Policy Framework* (Fire Services Commissioner, 2013);
- *Safer Together* (DELWP 2015) which aims to bring land and fire managers, and communities together to minimise the risk of bushfire;
- *Community Resilience Framework for Emergency Management* (EMV 2017); and
- *Community Based Emergency Management Overview* (EMV, 2016)

The aim of the MFMP is to create greater community awareness and communicate fire management information more effectively. Ultimately, the community will share responsibility for implementing the strategies contained within the plan and create a safer municipality through undertaking the following tasks:

- Ensure that plans and actions are in place (that responsible authorities are advised of actions which the Committee deem necessary) for minimising the risk of an outbreak of fire or for suppressing any fire that may occur within the area (Section 55 of the CFA Act);
- Develop programs that are relevant to the community;
- Measure fire safety outputs to assess the reduction in community vulnerability to fire;

- Engage community groups and businesses in ongoing dialogue about fire mitigation solutions including fire prevention activities; and
- Liaise with other agencies and committees to ensure integration and consistency of purpose.

4.3 Links to Other Business Planning and Programs

Important linkages are:

- Strategic Directions for Planning in Victoria (2013)
- Grampians Regional Strategic Fire Management Plan V2.6 (2011)
- Golden Plains Shire Municipal Emergency Management Plan
- DELWP Strategic Bushfire Management Plan West Central
- DELWP Fire Operations Plan – Grampians Region
- DELWP Fire Operations Plan - Midlands
- Powercor Bushfire Mitigation Strategy 2014-2019
- Ausnet Services Bushfire Mitigation Plan
- VicRoads Roadside Management Strategy
- Central Highlands Water Plan 2013 - 2018
- Plantation Fire Mitigation Plans
- Neighbouring Municipalities Municipal Fire Management Plans
- CFA Operational Plans and Brigade Pre Plans
- Other CFA Plans

Other linkages occur through alignment to organisational business planning cycles, agreed data sharing protocols and common risk assessment methodologies.

5 Fire Risk Management Strategies

5.1 Risk Assessment Methodologies

5.1.1 Analysis and Prioritisation of Municipal Bushfire Risk

To determine the bushfire risk within Golden Plains Shire, assessment was undertaken using the environments contained within the Victorian Fire Risk Register (VFRR) process.

The VFRR application is a systematic process that identifies assets at risk from bushfire and assesses their level of risk on a consistent state wide basis using ISO:31000 2009 Risk Management model.

The VFRR data provides the starting point to assess the effectiveness of existing treatments and determines residual risk levels for the purpose of developing further mitigation treatments as required (refer to Appendix A.1).

A map showing VFRR Human Settlement data is provided at Appendix E.5 – VFRR Human Settlement Mapping

5.1.2 Alignment to Regional Bushfire Risk Objectives

The plan also references treatments for the six priority risks in relation to bushfire as determined by the Grampians RSFMPC using the VFRR risk assessment process. The table below identifies the priority risks as articulated in the Grampians Regional Strategic Fire Management Plan (RSFMP) (aligned to the asset classes and subclasses contained within the VFRR tool).

Bushfire		
Grampians RSFMPC Priority	VFRR Asset Class	VFRR Asset Sub Class/es
1. Urban Interface	Human Settlement	<ul style="list-style-type: none"> Residential (<i>Dense and highly populated areas</i>) Other (<i>Less dense areas with a lower population</i>) Special Fire Protection (<i>A vulnerable congregation of people in a particular location at one time</i>)
2. Power Supply 3. Communications 4. Water Supplies and Catchments 5. Transport	Economic	<ul style="list-style-type: none"> Agriculture Commercial Infrastructure Tourist & recreational Mines Commercial forests Water catchments
6. Natural Environment	Environmental	<ul style="list-style-type: none"> Locally Important Endangered Vulnerable
	Cultural Heritage	<ul style="list-style-type: none"> Aboriginal Significance Non Indigenous Other

Table 1: Bushfire - Priority with VFRR Asset Classes and sub-classes

			Actions in table proposed
			Actions in table adopted

5.1.3 Treatment of Municipal Bushfire Risk

In developing this plan the MFMPC has considered the State priorities as the municipal fire management priorities.

They are:

- Protection and preservation of life;
- Educated and informed communities;
- Protection of critical infrastructure and community assets that support community resilience;
- Protection of residential property as a place of primary residence;
- Protection of assets supporting individual livelihoods and economic production that supports individual and community financial sustainability; and
- Protection of environmental and conservation values that consider the cultural, biodiversity, and social values of the environment.

Following the State priorities, the MFMP aims to reduce the number and the severity of fires within the municipality with the intent of creating a more fire resilient community.

The State priorities are underpinned by the primacy of life, the protection of property, the economy and the environment. These priorities inform and are integrated into the primary fire risk management strategies used in this plan, which are:

- Community education and engagement;
- Hazard reduction;
- Preparedness; and
- Regulatory controls.

There are a number of State wide and municipal treatments that have been identified for each fire risk management strategy, which can be used by agencies to reduce the risk and effect of fire on the community. The generic State wide and municipal wide treatments include:

- Community education programs;
- Community education and engagement activities;
- Public awareness – multimedia communications;
- Powerline hazard tree identification, management and reporting;
- Fire hazard inspection program and issue of notice;
- Compliance and enforcement of legislation;
- Bushfire management overlays;
- Building Code of Australia;
- Permits to Burn; and
- Local laws.

To effectively reduce community vulnerability to fire requires more than inter-agency effort alone. It requires the facilitation of a more self-reliant and self-aware community who have the knowledge, motivation and capacity to manage the risks to reduce the threat of fire in their own communities as an active partner with fire management agencies.

The key objectives and outcomes sought through the implementation of the primary fire risk management strategies for bushfire are outlined below:

Community Education and Engagement				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> 1. To build capacity and knowledge, resilience and understanding of the dangers of bushfire. 2. To provide the tools and education opportunities for community and individuals to better prepare and understand the risks of bushfire. 3. To build awareness and understanding of the role of fire in the environment. 	For the Plan duration – October 2018 to October 2021	<ul style="list-style-type: none"> Community education programs Agency Integrated Community engagement activities Bushfire awareness training Multimedia communications Victoria Bushfire Information Line Tourism fire safety campaigns Increase legislative and regulatory awareness Increased awareness of planning controls Targeted education campaign regarding the use and role of fire in the environment 	<ul style="list-style-type: none"> To be proactive and seek information To be involved in community education and engagement programs 	<ul style="list-style-type: none"> All agencies will review and evaluate programs and participation of community as part of the review process of the MFMP.

Table 2: Bushfire - Community Education and Engagement Fire Risk Management Strategy

Hazard Reduction				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> 1. To strategically reduce fuel to minimise impact, intensity and spread of bushfire. 2. To pre plan and establish strategic points to effectively combat and manage structure fire activity. 	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> Slashing program Planned Burn program Spraying program Pruning program Use appropriate incident modelling tools to identify potential impacts to communities, such as the Phoenix modelling tool 	<ul style="list-style-type: none"> Private property hazard reduction: <ul style="list-style-type: none"> - Cleaning gutters - Slashing - Mowing - Ploughing - Grazing - Fuel reduction burns 	<ul style="list-style-type: none"> Shared responsibility between agencies and individuals to minimise fire hazards.

Table 3: Bushfire - Hazard Reduction Fire Risk Management Strategy

Preparedness

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To understand appropriate actions to reduce risk and impact of bushfire, initiatives include:</p> <ul style="list-style-type: none"> - Ignition prevention - Risk identification and treatment - Resource preparation - Response planning - Operational restrictions - System testing - Security of water supply 	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> ▪ VFRR process ▪ Establishment of Incident Control Centres ▪ Code Red days ▪ Powerline inspections ▪ Community Information Guides ▪ Neighbourhood Safer Places – Places of Last Resort ▪ Fire breaks ▪ Emergency Management Plan ▪ Evacuation Plans ▪ Brigade Pre-plans 	<ul style="list-style-type: none"> ▪ Personal bushfire preparedness plans ▪ Daily readiness ▪ Practice / rehearse plans 	<ul style="list-style-type: none"> ▪ All agencies regularly evaluate preparation and readiness to respond to fire. ▪ Strengthened capacity for agencies to provide an integrated response. ▪ Measurable reduction of the impact of bushfire.

Table 4: Bushfire - Preparedness Fire Risk Management Strategy

Regulatory Controls

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To implement regulation aimed at reducing the risk and impact of bushfire.</p> <p>2. To create and maintain effective linkages between planning functions to better inform proposed residential developments.</p>	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> ▪ Fire hazard inspections ▪ Total fire bans ▪ Planning schemes ▪ Fire Danger Period ▪ Building codes ▪ Enforcement of fire hazard notices ▪ Response to planning applications 	<ul style="list-style-type: none"> ▪ Comply with regulations 	<ul style="list-style-type: none"> ▪ Compliance with regulatory controls. ▪ Appropriate residential development.

Table 5: Bushfire - Regulatory Controls Fire Risk Management Strategy

In addition, there are a range of site-specific plans to reduce specific risks within the municipality that are required by other legislation.

Details of specific strategy treatments and activities to treat assets identified at risk from bushfire and broader fire risk in the Golden Plains Shire are listed in Appendices A and B respectively.

5.1.4 Analysis and Prioritisation of Municipal Structure Fire Risk

The MFMPC undertook analysis of assets at risk from structure fire using categories closely aligned to the asset classes contained within the VFRR process and risk assessment methodologies. ISO: 31000 2009 was also applied to produce a municipal risk profile to determine the risk level for the municipal footprint.

Structure Fire: Is defined as any uncontrolled fire inside, on, under or touching a building or structure that needs to be extinguished

The risk analysis process was conducted on asset sub class categories rather than individual assets, due to the generic nature of their classification and treatments. Further risk analysis was undertaken where an individual asset within any of the sub classes was identified as a significantly different or higher risk within that category,

Current treatments for these risks were then identified and analysed to determine their relevance and effectiveness.

Identified treatment gaps or issues requiring further information and research, form the basis for further fire management planning activities that the MFMPC will need to undertake and include in their MFMP work plan in the future.

It should also be recognised that a range of strategies and treatments exist which are applied consistently state wide and throughout municipalities to reduce the occurrence and impact of structure fires. These include:

- Provisions in the Victorian Building Act
- Provisions in the Victorian Planning Scheme
- Provisions in the Building Code of Australia (BCA)
- Compliance and enforcement of legislation
- Council Essential Safety Measures (ESM) Procedures and audit inspections
- Industry guidelines
- Standards (i.e. electrical safety)
- Engineered controls (i.e. sprinkler systems, monitored fire alarms etc.)
- Fire service response, planning and training
- Staff training
- Event permits and event management plans
- Targeted education programs
- Public awareness programs – multimedia communications

5.1.5 Structure Fire Risk Management Objectives

Priority risks for structure fire incidents within the Golden Plains Shire have been defined by the Golden Plains MFMPC and are set out in the tables below. The tables identify Asset Sub Classes using categories closely aligned to the asset classes contained within the VFRR process and risk assessment methodologies. These methodologies were applied to produce a risk profile to determine the risk level as well as current treatments for the municipality.

Structure Fire		
Grampians RSFMP Priority	VFRR Asset Class	Asset Sub Class/es
1. Houses Accommodation Places of public gathering Infirm, assisted living	Human Settlement	<ul style="list-style-type: none"> ▪ Residential <ul style="list-style-type: none"> - High Density - Urban - Interface Living - Rural - Motels & Other Accommodation ▪ Public Assembly <ul style="list-style-type: none"> - Entertainment & Leisure & Conference Venues - Institutions - Hotels/Nightclubs ▪ Healthcare <ul style="list-style-type: none"> - Hospitals & Medical Centres - Special Care Facilities
2. Retail Commercial Businesses Industrial Infrastructure	Economic	<ul style="list-style-type: none"> ▪ Commercial & Industrial <ul style="list-style-type: none"> - Retail/Business – Joined or Contiguous - Retail/Business – Separate Structures - Industrial - Infrastructure
3. Buildings of significant Heritage or cultural value	Cultural Heritage	<ul style="list-style-type: none"> ▪ Heritage Listed and Locally Significant Structures

Table 6: Structure Fire - Priority with Asset Classes and Sub Classes

			Actions in table proposed
			Actions in table adopted

5.1.6 Treatment of Municipal Structure Fire Risk

The key objectives and outcomes sought through the implementation of the primary fire risk management strategies for structure fires are outlined in the tables below:

Community Education and Engagement				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> 1. To build capacity and knowledge, resilience and understanding of the dangers of structure fire. 2. To provide the tools and education opportunities for community and individuals to better prepare for and understand the risks of structure fire. 	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> Community education programs Community engagement activities Multimedia communications Increase legislative and regulatory awareness Increased awareness of planning controls 	<ul style="list-style-type: none"> To be proactive and seek information To be involved in community education and engagement programs 	<ul style="list-style-type: none"> All agencies will review and evaluate programs and participation of community as part of the review process of the MFMP.

Table 7: Structure Fire - Community Education and Engagement Fire Risk Management Strategy

Hazard Reduction				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> 1. To strategically reduce impact and intensity of structure fire. 2. To pre plan and establish strategic points to effectively combat and manage structure fire activity. 	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> Conduct fire safety inspections Buildings constructed according to the Building Code of Australia Use appropriate incident modelling tools to identify potential impacts to communities, such as the plume modelling tool 	<ul style="list-style-type: none"> Installation of sprinklers, smoke detectors, fire blankets and fire extinguishers Comply with regulations 	<ul style="list-style-type: none"> Agencies and individuals working towards minimising the loss and damage caused by structural fires in the community.

Table 8: Structure Fire - Hazard Reduction Fire Risk Management Strategy

Preparedness

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To understand appropriate actions to reduce risk and impact of structure fire, initiatives include:</p> <ul style="list-style-type: none"> - Ignition prevention - Risk identification and treatment - Resource preparation - Response planning - System testing - Security of water supply 	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> ▪ Emergency Management Plan ▪ Brigade Pre Plans ▪ Fire Sprinkler/ Extinguisher Installation & Maintenance 	<ul style="list-style-type: none"> ▪ Maintenance of sprinklers, smoke detectors and fire extinguishers ▪ Building/staff fire drills 	<ul style="list-style-type: none"> ▪ All agencies and individuals to regularly evaluate preparation and readiness to respond to fire. ▪ Measurable reduction of impact on structure fire.

Table 9: Structure Fire - Preparedness Fire Risk Management Strategy

Regulatory Controls

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To implement regulation aimed to reduce risk and impact of structure fire.</p> <p>2. To create and maintain effective linkages between planning functions to better inform proposed residential developments.</p>	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> ▪ Conduct fire safety inspections ▪ Planning schemes ▪ Building codes ▪ Response to planning applications 	<ul style="list-style-type: none"> ▪ Comply with regulations 	<ul style="list-style-type: none"> ▪ Compliance with regulatory controls. ▪ Appropriate residential development.

Table 10: Structure Fire - Regulatory Controls Fire Risk Management Strategy

5.1.7 Analysis and Prioritisation of Municipal Hazardous Materials Incident Risk

The MFMPC undertook analysis of assets at risk from hazardous materials incidents using categories closely aligned to the asset classes contained within the VFRR process and risk assessment methodologies. ISO: 31000 2009 was also applied to produce a municipal risk profile to determine the risk level for the municipal footprint.

HAZMAT (Hazardous Materials): is defined as any event involving an uncontrolled or unwanted release of hazardous substances that may threaten life or property. HAZMAT incidents include substances that may be flammable, combustible, corrosive, poisonous, oxidising, radioactive, explosive or otherwise harmful chemicals or materials

The risk analysis process was conducted on asset sub class categories rather than individual assets, due to the generic nature of their classification and treatments. Further risk analysis was undertaken where an individual asset within any of the sub classes was identified as a significantly different or higher risk within that category,

Current treatments for these risks were then identified and analysed to determine their relevance and effectiveness.

Identified treatment gaps or issues requiring further information and research, form the basis for further fire management planning activities that the MFMPC will need to undertake and include in their MFMP work plan in the future.

It should also be recognised that a range of strategies and treatments exist which are applied consistently state wide and throughout municipalities to reduce the occurrence and impact of hazardous materials incidents. These include:

- Compliance and enforcement of legislation
- Council ESM Procedures and audit inspections
- Industry guidelines
- Fire service response, planning and training
- Staff training
- Event permits and event management plans
- Targeted education programs
- Public awareness programs – multimedia communications

5.1.8 Hazardous Materials Incident Risk Management Objectives

Priority risks for hazardous materials incidents within the Golden Plains Shire have been defined by the Golden Plains MFMP and are set out in the tables below. The tables identify Asset Sub Classes using categories closely aligned to the asset classes contained within the VFRR process and risk assessment methodologies. These methodologies were applied to produce a risk profile to determine the risk level as well as current treatments for the municipality.

Hazardous Materials Incident		
Grampians RSFMPC Priority	VFRR Asset Class	Asset Sub Class/es
1. Housing Accommodation Places of public gathering Infirm, assisted living	Human Settlement	<ul style="list-style-type: none"> ▪ Residential <ul style="list-style-type: none"> - High Density - Urban - Interface Living - Rural - Motels & Other Accommodation ▪ Public Assembly <ul style="list-style-type: none"> - Entertainment & Leisure & Conference Venues - Institutions - Hotels/Nightclubs ▪ Healthcare <ul style="list-style-type: none"> - Hospitals & Medical Centres - Special Care Facilities
2. Retail Commercial Businesses Industrial Infrastructure	Economic	<ul style="list-style-type: none"> ▪ Commercial & Industrial <ul style="list-style-type: none"> - Retail/Business – Joined or contiguous - Retail/Business – separate structures - Industrial - Transport
3. Chemical incident affecting the environment	Environmental	<ul style="list-style-type: none"> ▪ Flora & Fauna, Land, Water & Air Quality
4. Buildings of significant Heritage or cultural value	Cultural Heritage	<ul style="list-style-type: none"> ▪ Heritage Listed and Locally Significant Structures

Table 11: Hazardous Materials Incident - Priority with Asset Classes and Sub Classes

			Actions in table proposed
			Actions in table adopted

5.1.9 Treatments of Municipal Hazardous Materials Incident Risk

The key objectives and outcomes sought through the implementation of the primary risk management strategies for hazardous materials incidents are outlined in the tables below:

Community Education and Engagement				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> To build capacity and knowledge, resilience and understanding of the dangers of hazardous materials incidents. To provide the tools and education opportunities for industry and individuals to better prepare and understand the risks of hazardous materials incidents. 	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> Community information in response to incidents Increase legislative and regulatory awareness Increased awareness of planning controls Shelter in place program 	<ul style="list-style-type: none"> To be proactive and seek information Follow shelter in place instructions when/if required 	<ul style="list-style-type: none"> All agencies will review and evaluate programs and information dissemination as part of the review process of the MFMP.

Table 12: Hazardous Materials Incident – Community Education and Engagement Fire Risk Management Strategy

Hazard Reduction				
Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<ol style="list-style-type: none"> To strategically reduce impact of hazardous materials incidents. To pre plan and establish strategic points to effectively combat and manage hazardous materials incidents activity. 	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> To provide advice to industry and community in relation to appropriate compliance with the Acts, Regulations, and Code of Practice for the Storage and Handling of Dangerous Goods Use appropriate incident modelling tools to identify potential impacts to communities, such as the plume modelling tool Brigade Pre Plans Pre Incident Response Plans Traffic route restrictions for hazardous materials loads 	<ul style="list-style-type: none"> Appropriate storage and handling of chemicals Follow Chemical Material Safety Data Sheets Comply with regulations and standards 	<ul style="list-style-type: none"> Agencies and individuals working towards minimising the loss and damage caused by mishandling or spillage of chemicals.

Table 13: Hazardous Materials Incident - Hazard Reduction Fire Risk Management Strategy

Preparedness

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To understand appropriate actions to reduce risk and impact of hazardous materials incidents, initiatives include:</p> <ul style="list-style-type: none"> - Ignition prevention - Risk identification and treatment - Response planning - System testing 	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> ▪ Emergency Management Plans ▪ Evacuation Plans ▪ Pre Incident Response Plans ▪ CFA and Worksafe inspections ▪ Written advice 	<ul style="list-style-type: none"> ▪ Maintenance and testing of fire safety equipment ▪ Emergency procedures for dangerous goods fire, spills and leaks ▪ Correct signage and labelling of chemicals ▪ Testing and exercising of Emergency Management Plans 	<ul style="list-style-type: none"> ▪ All agencies and individuals to regularly evaluate preparation and readiness to respond to fire. ▪ Measurable reduction of impact on hazardous materials incidents.

Table 14: Hazardous Materials Incident - Preparedness Fire Risk Management Strategy

Regulatory Controls

Objectives	Timeframe	Agency Treatments	Community / Individual Treatments	Outcome
<p>1. To implement regulation aimed to reducing risk and impact of hazardous materials incidents.</p>	For the Plan duration – 2018 to October 2021	<ul style="list-style-type: none"> ▪ Planning schemes ▪ Building codes ▪ Comply with legislation ▪ Appropriate training for chemical use and handling ▪ Environmental Protection Authority referrals to CFA 	<ul style="list-style-type: none"> ▪ Comply with legislation and regulations ▪ Seek written advice where appropriate 	<ul style="list-style-type: none"> ▪ Compliance with regulatory controls. ▪ Appropriate industrial development.

Table 15: Hazardous Materials Incident - Regulatory Controls Fire Risk Management Strategy

5.2 Community Information Guides

A key recommendation from the Interim Report from the 2009 Victorian Bushfire Royal Commission (VBRC) was the development of Community Information Guides (CIGs) for high risk communities across Victoria. The priority given for these guides is the protection of life.

The VFRR risk assessment process was also used to inform decisions relating to identified high risk towns and Community Information Guides, including identification of designated Neighbourhood Safer Places – Places of Last Resort.

CIGs are established for high risk communities and are regularly reviewed. Should the risk in a particular area be modified by land clearing or development, CIGs may be updated, the area covered changed or the CIG withdrawn.

CIGs for specific locations in Golden Plains Shire can be found in Appendix C.2 – Community Information Guides.

5.3 Bushfire Neighbourhood Safer Places – Places of Last Resort

Neighbourhood Safer Places – Places of Last Resort (NSPs – PLR) are an area or premises that may, as a last resort, provide some sanctuary from the life threatening effects of a bushfire (for example direct flame contact or radiant heat).

Details of the specific locations of NSPs – PLR within Golden Plains Shire can be found in Appendix C.3 – Neighbourhood Safer Places – Places of Last Resort.

5.4 Strategic Fire Breaks

Fire breaks are any natural or constructed discontinuity in a fuel bed that may be used to segregate, stop and control the spread of a bushfire, or to provide a fire control line from which to suppress a fire. Where formally designated as such, a Strategic Fire Break refers to a firebreak constructed to complement other fire prevention and preparedness activities aimed at the protection of assets of national, state or regional significance.

A list and map of Strategic Fire Breaks can be found in Appendix E.2 – Strategic Fire Breaks.

Strategic Fire Suppression Lines – A Strategic Fire Suppression Line is a break constructed or maintained in a strategically useful location to provide an effective and safe means to undertake fire prevention or suppression activities in advance of a future bushfire event occurring.

Strategic Fire Suppression Lines should meet one or more of the following criteria:

- Of sufficient width to be an effective break under high fire conditions
- Able to be effectively fuel managed from fence to fence
- Provide an effective line of defense in suppressing fires

Council's Strategic Fire Suppression Lines will have the vegetation managed from fence line to fence line **where practicable**. Grass will be slashed to a height of 100mm or less and elevated fine fuels will not surpass a 'high' fuel hazard rating as assessed in the Overall Fuel Hazard Assessment Guide 4th Edition, Department of Sustainability and Environment.

Fire Control Lines – A Fire Control Line is a natural or constructed barrier, used in fire suppression and prescribed burning to limit/prevent the spread of fire.

Council's Fire Control Lines will have the vegetation managed to 3 meters behind the guideposts **where practicable**. Vegetation will be slashed to a height of 100mm or less.

Standard Fire Prevention Works – Council undertakes standard fire control works on almost all sealed roads within the municipality. Council's Standard Fire Prevention Works will have the vegetation managed to 1.5 -1.8 metres behind the guideposts **where practicable**. Vegetation will be slashed to a height of 100mm or less.

Priority Egress/Access Roads (PEAR) - The primary function of PEAR is to determine what treatments are required along the nominated road to maintain access and egress to an isolated community prior to or after a bushfire event.

There are no identified Primary Egress/Access Roads in Golden Plains Shire

CFA Brigade Fire Prevention Works - Brigade works may enhance Strategic Fire Suppression Lines and Fire Control Lines; however the implementation is not compulsory and will be subject to seasonal

conditions and Brigade resource availability. CFA brigade works on road and rail reserves, public reserves and private land are reviewed annually by the CFA Vegetation Management Officer, Council's MFPO and other agencies (e.g. Vicroads, Victrack) as required. A list and map of Brigade Works can be found in Appendix E.3 – Brigade Works.

5.5 Fire Access Tracks

A Fire Access Track is a track constructed and/or maintained for fire management purposes which is not generally of a standard adequate for all-weather use by two wheel drive vehicles.

Golden Plains Shire currently supports 23 Fire Access Tracks across the municipal area. These tracks have been adopted over a number of years through recognition of their importance within a community, through development as part of the subdivision process or via requests from local CFA brigades who view a particular route as providing essential access in the event of a fire.

The provision of Fire Access Tracks does not alter the legislated ability of CFA resources to enter any property or place to control a fire. Fire Access Tracks simply facilitate rapid access by CFA resources into or through particular areas.

Fire Access Tracks are not escape routes for residents. Use of Fire Access Tracks as escape routes by members of the public during a fire event may place users at significantly higher risk than if they'd stayed on formed roads.

Fire Access Track determination guidelines:

- Provides a logical short cut between two made roads or access into an area that is otherwise difficult to access.
- Does not place CFA appliances at additional, unnecessary risk
- Route can be readily maintained within Councils limited budget and resources
- Track establishment does not require extensive and expensive works.
- Private landholder consent is given by the landholder where the track crosses private land

Fire Access Track determination process:

- Brigades bring Fire Access Track nominations to the CFA Catchment Officer.
- CFA Catchment Officer discusses the nominated Fire Access Track with Councils MFPO
- CFA Catchment Officer brings a report to the MFMPC identifying the nominated track and how it meets the determination criteria
- MFMPC endorses the nomination and the track is added to Councils MFMP.

A list and map of Fire Access Tracks can be found in Appendix E.4 – Fire Access Tracks

5.6 Community Fire Refuges

Golden Plains Shire does not have any designated Community Fire Refuges.

5.7 Individual Bushfire Risk Treatments

Following amendments made to the Victorian Planning Provisions in November 2011, guidelines have been produced that allow property owners to clear vegetation on their properties to reduce the threat of bushfire to their homes.

Under section 52.48 of the planning scheme, the 10/30 and 10/50 rules enable clearing around existing buildings used for accommodation (legally erected before 18 November 2011).

For new buildings, clearing for bushfire protection will be considered through the planning permit process.

5.7.1 Vegetation Management Rights

Native vegetation is important to many Victorians and its removal is carefully regulated by the planning system. A vegetation management right called the '10/30 rule' is part of a suite of measures to help Victorians in areas at risk from bushfire prepare their properties.

The 10/30 rule simplifies the right to clear native vegetation around a home for bushfire protection without obtaining a planning permit.

The right allows landowners to clear without a planning permit:

- Any vegetation, including trees, within 10 metres of their home on their property;
- Any vegetation (except for trees) within 30 metres of their house on their property; and
- Any vegetation either side of their property boundary fence to a combined maximum width of 4 metres (with consent of the neighbouring landowner).

The '10/50 rule' enables all landowners in areas **within the Bushfire Management Overlay** to undertake the following measures for bushfire protection on their property:

- Any removal destruction or lopping of any vegetation within 10 metres, of an existing building used for accommodation; and
- The removal, destruction or lopping of any vegetation, except trees, within 50 metres of an existing building used for accommodation.

5.7.2 Permits to Burn

During the declared Fire Danger Period, limited permits may be obtained by individuals to conduct a fuel reduction or stubble burn within the municipality. These permits are issued by CFA. These permits contain stringent conditions that must be complied with.

Golden Plains Shire Council do not issue Permits to Burn.

Further information may be obtained from Golden Plains Shire's website www.goldenplains.vic.gov.au.

5.7.3 Inspection of Private Properties and Issue of Notices

Golden Plains Shire conducts fire hazard inspections within the municipality, concentrating on high risk areas and townships in the lead up to the Fire Danger period each year. Fire prevention notices are issued on land considered to be a fire risk as soon as practicable. Landholders in receipt of a Fire Prevention Notice are required to comply with the instruction on the Notice by the required due date. Non-compliance assessed during a follow up inspection after the due date may result in Council carrying out the required works, charging the costs back to the landholder and the issuance of a fine.

5.7.4 Planning Permits

When applications are lodged with Golden Plains Shire for permits under the Planning and Environment Act for the subdivision and development of land or the construction of buildings in areas of high fire risk, Golden Plains Shire may give consideration to the following documents in determining any such application, and also refer the application to the relevant fire agencies for comment.

- Planning Guidelines for Subdivisions in bushfire-prone areas;
- Building in a Bushfire Management Overlay – Guidance Notes – CFA & Department of Planning & Community Development;
- Australian Standard 3959, 2009 - Construction of Buildings in Bushfire Prone Areas;
- Bushfire Management Overlay – Golden Plains Shire Planning Scheme; and
- Other relevant documentation.

5.8 Cross Boundary Arrangements

The Golden Plains Shire MFMP seeks to ensure risk environments that cross municipal and regional boundaries are treated in a seamless manner with regard to risk assessment and treatments. In part, this is achieved through a collaborative approach and the use of consistent processes and tools.

Golden Plains Shire shares borders with Pyrenees, Ballarat, Moorabool, Greater Geelong, Surf Coast, Colac-Otway and Corangamite municipalities. It is the shared responsibility of these MFMPs to ensure that risks contiguous across these borders are planned for in a consistent and seamless manner.

Clear linkages to existing organisational cross boundary agreements and Memorandums of Understanding between agencies dealing with Preparedness. Preparation, Response and Recovery activities and resource allocation arrangements are also vital.

To ensure that shared risk is appropriately addressed, MFMPs will be considered by the RSFMPC to make certain they address risks shared across municipal and agency boundaries in a consistent and seamless manner.

Current identified cross boundary and contiguous risk from bushfire and grass fire for the Golden Plains Shire municipal area includes:

Risk	Adjacent Municipality	Strategy
Forest surrounding Brisbane Ranges	Moorabool Shire City of Greater Geelong	Ensure alignment of planning and prevention activities in relation to these risks are discussed and coordinated with relevant municipalities. Ensure that these arrangements and plans are included in relevant MFMP's.
Private Plantations	Pyrenees Shire Moorabool Shire	
Haddon Common	City of Ballarat	
Grassy Plains	Colac-Otway Shire	

Table 16: Golden Plains Shire Cross Boundary Risks

It is also recognised that agencies and municipalities have existing planning relationships across multiple boundaries and that these planning arrangements need to be considered when developing future plans.

A map identifying Golden Plains Shire is provided at Appendix E 1 – Municipal Map.

6 Plan Reporting, Review and Improvement

6.1 Legislative Responsibilities

Golden Plains Shire has a legislative responsibility under the Emergency Management Act to develop a MEMP, and under the CFA Act, to develop and implement a MFPP. The MFMP is a sub plan of the MEMP and is prepared by the MFMP.

For councils wholly or partly within the country area of Victoria, the MFMP as adopted by Council will be deemed to meet the requirement for a MFPP under Section 55A (1) of the CFA Act, provided that it contains the provisions as set out in Section 55A (2) of the CFA Act.

6.2 Plan Endorsement and Adoption

The Golden Plains Shire MFMP is the custodian of the MFMP pursuant to current legislative arrangements. Following each three year review, the MFMP will recommend the MFMP to the MEMPC for endorsement. The MEMPC will recommend to Council that Council adopt the amended plan.

Once adopted by Council, the plan will be sent to the Grampians RSFMP for information.

This Plan was adopted as the Golden Plains Shire's MFMP on the 17th of October, 2011.

Version 2.0 of this Plan was endorsed through a formal motion by the Golden Plains Shire MFMP at their meeting on 7 October 2014.

Version 3.0 of this Plan was endorsed through a formal motion by the Golden Plains Shire MFMP at their meeting on 3 October 2017.

6.3 Plan Reporting

Each MFMP reports to their respective MEMPC on a regular basis determined through their meeting cycles on the progress of the committee and associated works.

Any issues requiring advocacy or elevation to regional or State level are reported through to the Grampians RSFMP for further action.

A process and supporting tool for agencies to report back into their respective MFMP against the actions contained within each MFMP's Appendix B.1 (Multi Agency Bushfire Work Plan) has been developed.

Guidelines for monitoring, reporting and reviewing of plans are currently being developed at the State level.

6.4 Plan Audit

For councils wholly or partly within the Country Area of Victoria, the MFMP will also be audited under Section 55B of the CFA Act.

In the country area of Victoria, the MFMP must incorporate the provisions of Section 55A (2) of the CFA Act relating to fire risks and their treatment and will be deemed to meet the requirement for a MFPP under Section 55A (1) of the CFA Act.

6.5 Plan Amendment and Review

This plan expires in December 2021 and has a three year lifespan based around current audit requirements contained within Section 55B of the CFA Act. It is acknowledged that audit process and planning cycles may change as the IFMP framework and planning processes evolve in the future.

Structure fire risk and hazardous materials incident risk elements have been addressed in this update of the plan. Other elements requiring annual update include the provision of Neighbourhood Safer Places-Places of Last Resort as they are established and Community Information Guides as they are developed.

The Golden Plains Shire MFMP will be reviewed and amended as follows:

- All appendices require annual review to ensure currency and relevance in association with the MEMP;
- Following significant incidents if required;
- As directed by the State or Regional Fire Management Planning Committees; or

- As required by legislation.
- As further works are completed by the MFMP.

Following the annual update, any changes to the document will be reflected in the iteration of the version control by 0.1.

Following the 3 year update, any changes to the document will be reflected in the iteration of the version control by 1.

6.6 Plan Distribution

Amendments will be distributed via hardcopy in the mail either as inserts into relevant sections or as a complete document depending on the nature and number of the amendments undertaken. Amendment distributions will be accompanied by a confirmation letter to be signed and returned by the recipient confirming that the amendment has been received and inserted into their copy of the Plan.

Distribution will be as per the distribution list in Appendix F3 - Distribution List

6.7 Brigade Consultation

Volunteer CFA brigades form an integral component of fire management in Golden Plains Shire. Subsequently brigade involvement in the review and maintenance of this plan is essential. Brigade members are encouraged to submit suggestions for improving the plan to the Group Officers and CFA Catchment Officers who represent their interests at the MFMP.

Brigade representatives are also encouraged to contact council's Municipal Fire Prevention Officer to discuss fire management related matters.

As part of an ongoing communication program, Council officers will meet with CFA Group Officers biannually.

Appendices

Multi Agency Risk Management Register

Appendix A 1: Multi Agency Bushfire Risk Management Register

Multi Agency Risk Management Register

Appendix A 2: Multi Agency Structure Fire Risk Management Register

Appendix A 3: Multi Agency Hazardous Materials Incident Risk Management Register

Appendix B 1: Multi Agency Bushfire Work Plan

Appendix B 2: Multi Agency Structure Fire Work Plan

Appendix B 3: Multi Agency Hazardous Materials Incident Work Plan

Statutory Audit Obligations

Appendix C 1: Hazard Trees Identification and Notification Procedures

Procedures for Identification and Notification of Hazard Trees

The *Electricity Safety Act 1998 (Victoria) (ES Act)* Section 86 B provides the obligation for municipal councils in the “Municipal Fire Prevention Plan must specify procedures for the identification of trees that are hazardous to electric lines”. This will be achieved through:

- a) procedures and criteria for the identification of trees that are likely to fall onto, or come into contact with, an electric line (**hazard trees**); and
- b) procedures for the notification of responsible persons of trees that are hazard trees in relation to electric lines for which they are responsible.

Under the ES Act, the person responsible for maintaining vegetation and clearance space around power lines is referred to as the **responsible person**.

The procedures outlined in this section of the Municipal Fire Management Plan seek to address the requirement detailed above.

Each responsible person should have its own internal procedure regarding the steps that will be taken when it receives notification of a potentially hazardous tree.

What is a hazard tree?

According to the ES Act, a hazard tree is a tree which 'is likely to fall onto, or come into contact with, an electric line'.

The *Electricity Safety (Electric Line Clearance) Regulations 2015* further provide that a responsible person may cut or remove such a tree 'provided that the tree has been assessed by a suitably qualified arborist; and that assessment confirms the likelihood of contact with an electric line having regard to foreseeable local conditions.'

Due to legal requirements which require a clearance space be maintained around an electric line, hazard trees are usually located outside the regulated clearance space. Despite being outside the clearance space, the tree may still have the potential to contact the line due to its size or because of a structural fault or weakness which enders part, or all, of the tree likely to contact or fall onto the line.

Who is responsible for a hazard tree?

Under the ES Act, the person responsible for maintaining vegetation and clearance space around power lines, including keeping the whole or any part of a tree clear of the line, is the responsible person.

Responsibility is allocated between distribution businesses and other owners of electricity infrastructure, land owners and occupiers for clearance of private power lines, public land managers where they are identified as the responsible person such as municipal councils, the DELWP and VicRoads.

Responsible Persons within Golden Plains Shire

Powercor is the body primarily responsible for line clearance in Golden Plains Shire.

There is only one electricity distribution business in Golden Plains Shire and there are no Declared Areas under Section 81 of the ES Act that are the responsibility of the Council.

Other relevant information

Responsible persons, other than private persons, must have an electric line clearance management plan in place for areas for which they have responsibility (refer *Electricity Safety (Electric Line Clearance) Regulations 2015*).

Statutory Audit Obligations

Procedures and Criteria for Identification of Hazard Trees

In the course of everyday duties, potentially hazardous trees may come to the attention of Council staff or volunteer members of the entities with representation on the MFMPC, staff of the distribution business(es) or other persons, including members of the public.

There are a range of factors which may indicate that a tree is a hazard tree. That is, a tree which is likely to fall onto, or come into contact with, an electric line. Some of these factors will be obvious when looking at the tree but many may only be apparent when the tree is assessed by a person with specific expertise and training, such as an arborist.

The following criteria may be used to assist in identifying a hazard tree:

- The size of the tree suggests that it is likely to come into contact with the electric line, for example because it appears to be encroaching or growing into the line clearance space;
- There is an excessive lean on the tree, or branches hanging off the tree and the tree is in proximity to an electric (power) line; or
- The size or appearance of the tree suggests it could come into contact with the line including under foreseeable local conditions.

If a potentially hazardous tree is identified, the notification procedure outlined below should be followed. Where a responsible person becomes aware of a potentially hazardous tree for which they have responsibility, they must follow their own applicable internal procedure and the notification procedure described below does not apply.

Procedures and Criteria for Notification of Hazard Trees

To ensure that information regarding potentially hazardous trees is captured in an efficient manner and, as appropriate, referred to the responsible person for action, the following procedure for the notification of hazardous trees should be followed:

- The person with responsibility for the highest percentage of lines within the municipality (**the primary responsible person**) is Powercor and therefore the person to whom potentially hazardous trees should be reported.
- Where any person becomes aware of, or receives a report of, a potentially hazardous tree within the municipality, this should be referred to Powercor. Where the Committee becomes aware of, or receives a report of, a potentially hazardous tree within the municipality, this must be referred to Powercor.
- Reports of potentially hazardous trees must be provided to Powercor for action as soon as practicable. Reports must include, as far as practicable:
 - The name and contact details and any relevant qualifications where known of the person making the report;
 - As much detail as possible about the location of the tree (including, where known, GPS coordinates, details of numerical/name plate on nearest pole, name of nearest road or crossroads, closest landmark, whether tree is on private land or road reserve etc.);
 - A description of the tree (including, if known, the genus and species of tree);
 - The primary reasons given for the tree being identified as potentially hazardous (including, the tree is in proximity to an electric line **and** there is evidence of structural weakness, excessive lean, appears to be encroaching into line clearance space etc.); and
 - An indication of whether or not urgent action is required.
- Powercor must take all necessary steps to advise the person responsible for the tree that it may be hazardous where they are **not** the responsible person.

Statutory Audit Obligations

Primary Responsible Person Representative

For the purposes of this part of the Plan, the primary responsible person is Powercor.

Contact details for Powercor, are as follows:

Agency name	Powercor
Position title of contact person	Hazard Tree Coordinator
Municipal Hazard Tree Notification Form	Available from the Powercor website www.powercor.com.au
Telephone Number	5338 3300 (Powercor's Contractor VEMCO)
Email address	haztrees@vemco.com.au (Powercor's Contractor VEMCO)
After Hours Number	13 2412

Statutory Audit Obligations

Appendix C 2: Community Information Guides

Currently there are 15 CIGs in the Golden Plains Shire. The Municipality and CFA have a shared responsibility for the declaration and review of these CIGs.

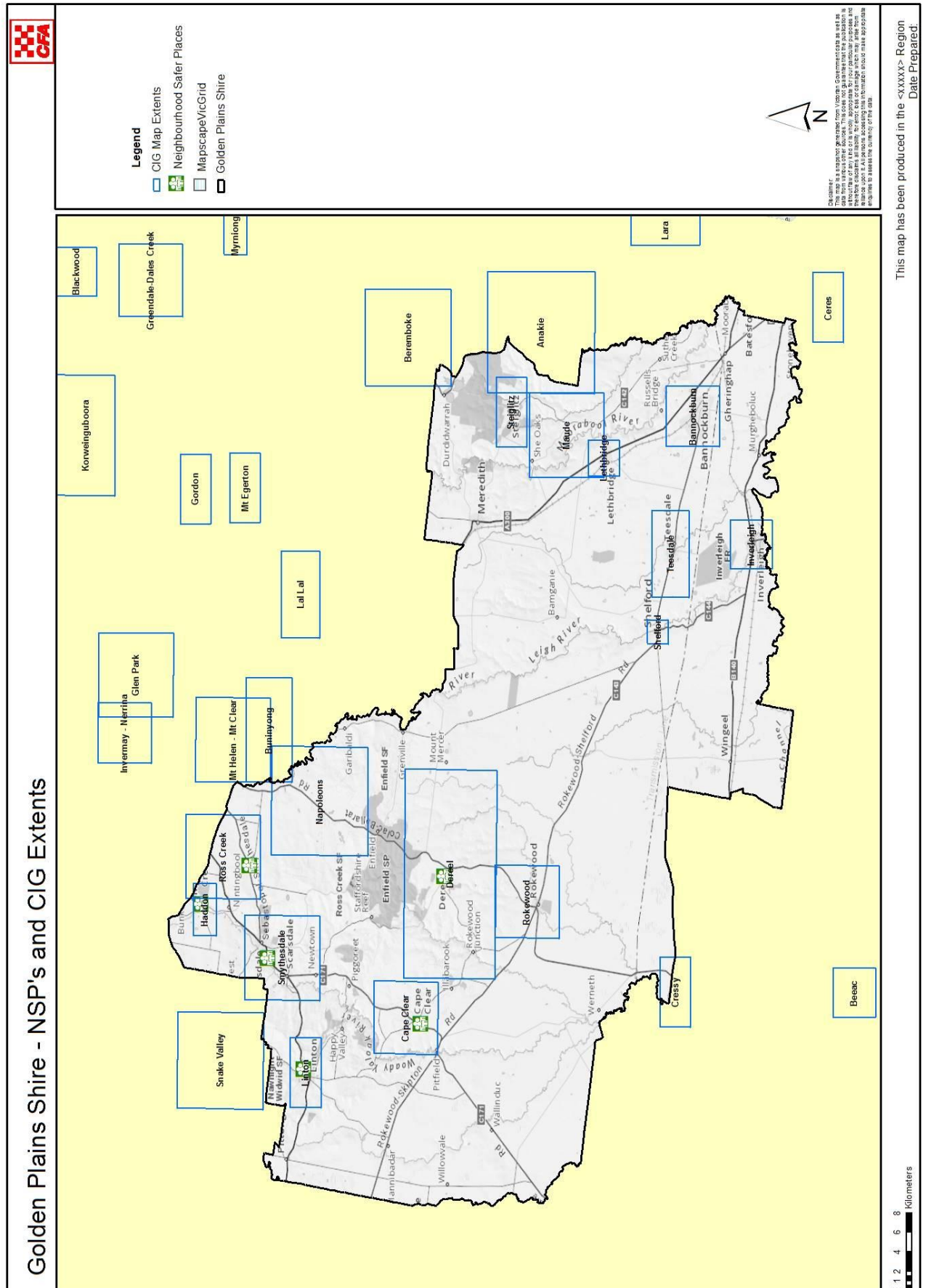
Golden Plains Shire Community Information Guides	
Township/Suburb	Responsible Agencies
Bannockburn	Golden Plains Shire / CFA
Cape Clear	Golden Plains Shire / CFA
Dereel	Golden Plains Shire / CFA
Haddon	Golden Plains Shire / CFA
Inverleigh	Golden Plains Shire / CFA
Lethbridge	Golden Plains Shire / CFA
Linton	Golden Plains Shire / CFA
Napoleons and Enfield	Golden Plains Shire / CFA
Rokewood and Corindhap	Golden Plains Shire / CFA
Ross Creek and Smythes Creek	Golden Plains Shire / CFA
She Oaks and Maude	Golden Plains Shire / CFA
Shelford	Golden Plains Shire / CFA
Smythesdale and Scarsdale	Golden Plains Shire / CFA
Steiglitz	Golden Plains Shire / CFA
Teesdale	Golden Plains Shire / CFA

Currently there are five cross boundary CIGs within the Golden Plains municipality.

Golden Plains Shire Cross Boundary Community Information Guides		
Township/Suburb	Responsible Agencies	Cross Border Municipality
Haddon	Golden Plains Shire / CFA	City of Ballarat
Napoleons and Enfield	Golden Plains Shire / CFA	City of Ballarat
Ross Creek and Smythes Creek	Golden Plains Shire / CFA	City of Ballarat
Smythesdale and Scarsdale	Golden Plains Shire / CFA	Pyrenees Shire
Snake Valley	Pyrenees Shire / CFA	Golden Plains Shire

For specific details on Community Information Guides, refer to the CFA website.

Local Emergency Planning Factors are an internal CFA working document. These documents contain information provided solely for the purpose of assisting the fire agency Incident Controller and supporting agencies. Information contained in these documents is not to be copied or provided to any other person.



Statutory Audit Obligations

Appendix C 3: Bushfire Neighborhood Safer Places – Places of Last Resort

Golden Plains Shire Neighbourhood Safer Places – Places of Last Resort

Township/Suburb	Street	Location
Cape Clear	Enter via access road (locally known as Recreation Rd) off Pitfield-Scarsdale Rd	Cape Clear Recreation Reserve
Haddon	Sago Hill Road	Haddon Primary School Oval
Linton	Brooke Street	Linton Recreation Reserve
Ross Creek	Sebastopol-Smythesdale Road (near Lacys Road)	Ross Creek Community Hall Car Park
Smythesdale	Heales Road Smythesdale	Smythesdale Recreations Reserve
Dereel	Dereel-Rokewood Junction Road	Council Reserve

For a locality reference of the NSP-PLR in Golden Plains Shire, refer to the CFA's website on <http://www.saferplaces.cfa.vic.gov.au/cfa/search/default.htm>

Appendix C 4: Community Fire Refuges

There are no current designated Community Fire Refuges within Golden Plains Shire

Appendix D 1: Engagement and Communications Strategy

There is no currently active Engagement and Communications Strategy outside the general information held in Section 2.

Appendix E 1: Municipality Map

Appendix E 2: Strategic Fire Breaks Map and Table

Appendix E 3: CFA Brigade Works 2017-18 Map and Table

Maps

Appendix E 4: Fire Access Tracks Map and Table

Track Name	Description	Locality
Argyle Park Court	Connection between Argyle Park Court to Common Road developed as part of subdivision	Inverleigh
Bakers Lane to Tulla Drive	Connection between Bakers Lane to Tulla Drive developed as part of subdivision	Teesdale
Bells Road	Connection between Linton-Naringhil Rd and Sanderson Lane utilising an unused road reserve	Linton
Brays Road - East Track	Connection between Burgess Road and Post Office Road utilising part of an unused road reserve	Ross Creek
Brays Road - West Track	Connection between Post Office Road and State Forest Road utilising part of an unused road reserve	Ross Creek
Calverts Road	Connection between the end of the made part of Calverts Road and the fire access track on Sobey's Road utilising the unused road reserve	Ross Creek
Common Road to Rankin Road	Connection along the boundary of the subdivision connecting Common Road with the end of Rankin Road	Inverleigh
Gibson Road	Connection between the end of the made part of Gibson Road and Cemetery Road utilising the unused road reserve	Inverleigh
Grand Trunk Road	Connection between Scarsdale-Pitfield Road into the Woody Yaloak River valley	Springdallah
Grevillea Road to Camms Road	Connection between the end of the made part of Grevillea Road and Camms Road utilising an unused road reserve	Dereel
Gundies Road to Coopers Road	Connection between the Shelford-Mt Mercer Road and Coopers Road crossing the Leigh River utilising an unused road reserve and access across private land	Bamganie
Haddon-Preston Hill Road to Blackberry Lane	Connection between the end of the made part of Haddon-Preston Hill Road and Blackberry Lane utilising an unused road reserve	Haddon
Junipers Road	Connection between the end of Henlin Park Road and the Glenelg Highway utilising an unused road reserve	Smythesdale
Kent Drive to Ross Creek-Haddon Road	Connection between the end of Kent Drive and the Ross Creek-Haddon Road utilising an unused road reserve, access across private land and a private property access	Haddon
Kestrel Place Pedestrian Access	Connection between Kestrel Place, Marrabah Place and Merino Drive created as part of subdivision	Teesdale
Moffats Road to Russell Road	Connection between the end of Moffats Road and Russell Road utilising unused road reserve and access across private property	Dereel
Moonlight Road to Old Station Road	Very short connection between Moonlight Road and Old Station Road utilising an unused road reserve	Berringa
Mt Mercer-Dereel Hydrant Access	Short link providing access to a fire plug on the old Colac-Ballarat Road.	Dereel

Maps

Track Name	Description	Locality
Peregrine Way	Connection between Tulla Drive and Red Gum Drive created as part of the subdivision	Teesdale
Pioneer Ridge Road to Vicary Road	Connection between the end of the made part of Pioneer Ridge Road and Vicary Road utilising an unused road reserve	Meredith
Salvo Bend Road to Browns Road	Connection between the end of Browns Road and Salvo Bend Road across private land	Dereel/Berringa
Sobeys Road	Connection between the ends of the made parts of Sobey Road and a connection to the Calverts Road fire access track utilising an unused road reserve	Ross Creek
Steiglitz Road to Lynch Road	Connection between Lynch Road and Steiglitz Road utilising unused road reserve and private land	Maude
Stones Road to Peppermint Track	Connection between the ends of Stones Road and Peppermint Track through private property	Dereel

Appendix E 5: VFRR Human Settlement Risk Assessment Map and Table

Appendix E 6: CFA Group and Brigade Boundaries Map

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Appendix F 1: Issuing Permits to Burn

Pre-Christmas Permits

Prior to Christmas the MFPO is authorised to issue permits for fuel reduction burns, in accordance with the following:

- When the Fire Danger Period is declared prior to December, permits will be valid until the end of November, or for a period of two [2] weeks, whichever is the latter.
- No permits will be valid after 24 December.
- Permits will include conditions regarding the provision of adequate resources for fire-fighting.
- Permits will only be issued for properties outside the Bushfire Management Overlay (BMO) as stipulated in the Golden Plains Shire Planning Scheme.
- Permits will be subject to immediate cancellation if deemed necessary by the CFA or the MFPO.
- Dates on permits will ultimately be at the discretion of the MFPO.
- The issuing of permits will ultimately be at the discretion of the MFPO.
- Permits will not be issued for properties within urban areas where residents wish to burn piles of rubbish, etc. These are to be left until after restrictions are lifted or legally disposed of by other means.

Post-Christmas Permits

Following December 24, Permits to Burn will only be issued by exception and on the advice of a CFA Operations Officer.

Unless the summer is particularly wet or cool and conditions warrant holding a telephone conference earlier, the MFPO will arrange for a telephone conference with the Burning Permit Sub-Committee in mid to late February to discuss the timing and conditions related to issuing permits to burn weeds and stubble on commercial farms.

Burning Permit Sub-Committee

The Golden Plains Shire MFMP Committee shall establish a technical advice sub-committee to oversee the operational elements of issuing Permits to Burn.

The Burning Permit Sub-Committee shall consist of:

- Municipal Fire Prevention Officer
- Anakie Group Officer
- Leigh Group Officer
- Grenville Group Officer
- Winchelsea Group Officer
- District 15 Operations Manager
- District 7 Operations Manager
- District 15 Operations Officer (MFMP Chair)
- District 7 Operations Officer

A quorum of this sub-committee for any meeting, including teleconferences will involve a minimum of two Group Officers, one Operations Officer/Manager and the MFPO. Proxies are acceptable.

Burning Permit Sub-Committee annual meeting

Out of courtesy, the Buninyong, Winchelsea and Lismore Group Officers should be informed the meeting is occurring. However, due to these groups only having a small representation in Golden Plains Shire, their participation in the telephone conference is welcome but not essential. In any case, they should be advised

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of the outcome.

The Burning Permit Sub-Committee shall consider:

- If weather and fuel moisture conditions throughout the municipality are suitable for conducting burning operations.
- The amount, the timing and nature of fire in the landscape in the lead up to the meeting
- The political implications of authorising fires in light of any recent fire events.
- The availability of local firefighting resources if campaign fires elsewhere are utilising local firefighting resources.
- The timing of ignition
- Any special conditions that should apply to permits
- If the first Monday in March is a suitable date to commence issuing permits.

Once the decision to commence issuing permits is agreed, the MFPO will advise the MFPO at each of the neighbouring municipalities of the agreed start date.

Permits issued during this period are specifically for burning grass and stubble in paddocks as part of the operation of a commercial farming enterprise.

Once issued, permits remain valid for the duration of the current Fire Danger Period.

There is no 'staging' of permit conditions. Once the decision to issue permits has been made, standard conditions will apply to all permits unless exceptional circumstances warrant the inclusion of conditions appropriate to a particular circumstance. These conditions are to be identified by the Burning Permit Sub-Committee.

Standard conditions and details are highlighted in **bold** text on the prescribed Schedule 13 permit form.

Unusual Circumstances

For public health reasons and where appropriate and safe to do so, a permit may be issued to dispose of dead animals where it is unsafe or particularly difficult to do so by other means.

Permits of this nature may or may not be issued at the discretion of the MFPO who may elect to seek advice from the CFA Operations Officer.

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Council Policy

9.2 Permits to Burn by Private Persons (Schedule 13)

Policy Title: Schedule 13 Permits to Burn by Private Persons

Date Adopted: 27/1/16

Date Revised:

Minute Book Reference: 27/1/16 Item 4.4.1, pages 19-22

Next Revision Due: January 2020

PURPOSE

- To ensure permits to burn issued under the *Country Fire Authority Act 1958* (CFA Act 1958) by the MFPO, consider risks and contain conditions that may be reasonably required.
- To ensure Council resources are utilised effectively during the application, and issue of permits to burn.

INTRODUCTION

Golden Plains Shire is required under the CFA Act 1958 to appoint a Municipal Fire Prevention Officer (MFPO). The MFPO has a range of functions under the CFA Act 1958 including the ability to issue Section 38 permits to burn during the Fire Danger Period (FDP).

SCOPE

Applies to MFPOs (including deputy MFPOs as delegated) and administrative support staff.

POLICY

In rural areas a permit (permit to burn) pursuant to section 38(1) of the CFA Act 1958 must be obtained prior to burning off during the Fire Danger Period (FDP). The MFPO will only issue permits that are in accordance with the delegated responsibility of the position.

Permits to burn may be issued by the MFPO at any time throughout the FDP. The MFPO will determine if a permit to burn will be issued based on the seasonal fire conditions, the potential for the planned burn to become uncontrolled and the impact if that burn was to become uncontrolled. Based on the risk factors above, permits to burn generally will not be issued from 1 December to 1 March.

The MFPO will only consider applications for a permit to burn if all of the information required on the approved application form is provided. Unless exceptional circumstances are given by the applicant and accepted by the MFPO,

Schedule 13 permits will only be issued for the burning of grass and cropping stubble. Permits will also be issued in accordance with the Municipal Fire Management Planning Committee (MFMP) endorsed Schedule 13 conditions. The conditions have been developed to consider the risk posed by the burning activity under advice from the MFMP which is an inter-agency body chaired by the CFA as fire experts and authorities. The conditions approved by the MFMP to be used during the fire season will be attached to the permit when issued.

If the MFPO believes additional conditions are required for a specific permit, based on the level of hazard that exists for the area of the burn, this decision may be made by the MFPO after consulting with the CFA Operational Officer or Operational Manager for that given area.

If Council or the MFPO is specifically aware of specific risks or vulnerabilities in relation to issuing of a permit, Council or the MFPO will attempt to refer the matter to the CFA.

Permit holders have a responsibility under Section 38(3) of the CFA Act 1958 to 'comply with each of the conditions and restrictions contained in the permit.'

Section 38(4) of the CFA Act 1958, determines that 'compliance with the conditions of a permit does not of itself relieve the holder of a permit from liability for any damage sustained by another person as a result of any fire lit by the holder of the permit pursuant to that permit.'

Once a permit is issued, the enforcement of the conditions on that permit are the responsibility of Authorised Officers for enforcement under the CFA Act 1958. The MFPO is not an Authorised Officer for enforcement purposes and therefore will not enforce permit conditions.

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Council including the MFPO, Deputy MFPOs or other Council officers will not monitor compliance with section 38 permits to determine compliance. Council does not have a responsibility to do so, and it does not have the resources to do so. Community education programs may be undertaken from time to time in partnership with CFA if Council resources allow.

PERMITS

A person may apply to the MFPO to be issued with a permit to burn under the CFA Act 1958. Applications for permits to burn are required to be in writing on the prescribed form as determined by the MFPO.

All applicants must sign a statement on the application form that they have the appropriate authority to submit the application and to carry out the works/ undertakings allowed under the permit. No permit fee will apply to permit applications.

Application forms will not be considered by the MFPO if information is not correct or missing from the application.

In determining if a permit should be issued for burning, the MFPO will take into account the following considerations:

- The reasons for wanting to burn.
- The potential hazards/ risk of undertaking the burn or if the burn gets away.
- Vulnerabilities of the applicant or community around them and their ability to understand the conditions of a permit.
- Other means of disposing of the material.
- The duration of burning.
- The location of the proposed burn in proximity to adjoining hazards.
- The zoning of the land on which the burn is to take place.
- Whether there are adequate means of controlling and extinguishing the spread of the fire.
- Any relevant CFA advice.

If a permit is issued, it may contain relevant conditions as determined to be reasonably required by the MFPO. Whilst the MFPO can (and should) receive and consider advice from bodies such as the MFMP and CFA (and Council if relevant), the MFPO has sole discretion in relation to the granting of permits and any associated conditions.

Once a permit is issued, it will be sent to the permit holder, the Brigade Captain and the CFA Group Communications Officer in which the burn is to take place.

The conditions contained in the permit to burn must be complied with by the permit holder. If a permit holder is unsure of the conditions contained in a permit they must contact the relevant CFA District for clarification prior to commencing the burn.

REFERENCES

Country Fire Authority Act 1958

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Appendix F 2: Municipal Fire Management Planning Committee Terms of Reference

Under Section 54 of the *Country Fire Authority Act*, each Council may appoint a Municipal Fire Prevention Committee (MFPC). In 2011, Golden Plains Shire transitioned from the appointed Municipal Fire Prevention Committee to the Municipal Fire Management Planning Committee (MFMPC). The MFMPC is established and undertakes planning as a sub-committee of the Municipal Emergency Management Planning Committee formed under s. 21(3) of the *Emergency Management Act 1986*.

Objectives of the Committee

The primary objective of the MFMPC is to provide strategic advice to Council regarding preparing, preventing and mitigating fire risks to the community.

Role of the Committee

The primary role of the MFMPC is to plan coordinated fire management activities considering, prevention, response and recovery to address the impacts of fire, in all its forms, on the municipal community.

This will include the following:

- Carrying out integrated fire management planning between member organisations and municipal planning functions, including land use planning and emergency management planning
- To produce a Municipal Fire Management Plan (MFMP) for consideration and endorsement by all responsible agencies incorporating the requirements for municipal fire prevention planning in section 55A(2) of the *Country Fire Authority Act 1958*
- To work in cooperation with other committees to ensure risk environments that cross municipal and organisational boundaries are treated in a seamless manner with regard to risk and treatments
- Provide a forum to foster inter-organisational partnerships and generate a common understanding and shared purpose with regard to fire management within the municipal district
- Monitor and review the implementation of fire management plans

The MFMPC does not have a direct role in the management of emergencies.

Composition of the Committee

Agency	Agency Position
Golden Plains Shire	Municipal Emergency Resource Officer (MERO)
Golden Plains Shire	Municipal Emergency Manager (MEM)
Golden Plains Shire	Municipal Recovery Manager (MRM)
Golden Plains Shire	Municipal Fire Prevention Officer (MFPO)
Golden Plains Shire	Natural Resources Officer
Golden Plains Shire	Councillor
Victoria Police	Municipal Emergency Response Coordinator (MERC)
CFA (District 15)	Commander
CFA (District 7)	Commander
CFA (West Region)	Manager Community Safety

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Grenville Group	Group Officer
Anakie Group	Group Officer
Leigh Group	Group Officer
Buninyong Group	Group Officer
Winchelsea Group	Group Officer
Department for Environment, Land, Water and Planning (DELWP)	Midlands District Fire Manager
VicRoads	Emergency Management Coordinator
Emergency Management Victoria	Regional Emergency Management Planning Facilitator

The MFMP will be chaired by the Operations Officer, CFA (District 15). In the absence of the Chairperson, the meeting will be chaired by the Deputy Chairperson, Operations Officer, CFA (District 7). Where both chairpersons are absent and provided a quorum is present, a MFMP member can be nominated from the floor and elected to the position for the meeting.

The role of the Chair of the MFMP will be to:

- Chair MFMP meetings
- Report back to the Municipal Emergency Management Planning Committee twice yearly following the MFMP meeting
- Report back to the Regional Strategic Fire Management Planning Committee quarterly

MFMP members may nominate a proxy to attend the meeting in their stead with full voting rights of the sitting member. The proxy is expected to fulfil all the responsibilities of the MFMP member.

Additional Agencies

The MFMP may call upon additional agencies or individuals to provide information or expertise as required.

These agencies or individuals may choose to attend MFMP meetings and contribute to discussions but will not hold voting rights.

These agencies or individuals may choose to receive meeting invitations and minutes.

Sub-committees

The MFMP may invite members and other agencies or individuals to join sub-committees in order to address specific risk or fire management issues. These sub-committees will report back directly to the MFMP and make issue specific recommendations but will not have voting rights at MFMP meetings unless they are members of the core MFMP membership.

Quorum

A quorum will be half (50%) the MFMP committee membership plus one. No resolutions can be made if a quorum is not reached but a meeting can be held, minutes taken and issues referred for resolution to the next meeting of the MFMP at which a quorum is reached.

Establishment of a quorum and determination of voting rights is based upon the MFMP core membership or their nominated proxies.

Meetings and minutes

The MFMP will meet at least twice per year with additional meetings held to make determinations on specific issues as required or following an emergency.

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Requests for Agenda items will be distributed one month prior to meetings and Agendas will be distributed two weeks prior to meetings.

MFMP members are to provide a written report to the Executive Officer outlining any agency specific fire management actions and issues of interest to the MFMP not less than 7 days prior to the meeting.

The MFMP will be supported by an Executive Officer provided by Council to undertake meeting administrative tasks and provide secretarial services.

Meeting minutes will be taken by the Executive Officer and circulated to the MFMP membership and other agencies in attendance not later than 28 days after the meeting.

Reports to Council will be made where specific issues require a Council determination based on the recommendation of the MFMP.

Council will provide a suitable venue and catering for the MFMP meetings.

Reporting

The MFMP will report to the MEMPC twice annually and will provide fire management planning advice to the MEMPC as required.

The Committee will report twice annually to the Regional Strategic Fire Management Planning Committee on fire planning issues affecting the municipal district. The Regional Strategic Fire Management Planning Committee will, in turn, provide relevant information and advice back to the Committee.

Changes to the Terms of Reference

These Terms of Reference were adopted by the Municipal Fire Management Planning Committee on the 24th of October, 2016 and endorsed by Golden Plains MEMPC on the 4th of October, 2016.

These Terms of Reference shall only be amended or varied by the recommendation of the MFMP whereby they shall be referred to the MEMPC for endorsement.

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Appendix F 3: Municipal Fire Management Plan Distribution List

Position Title	Agency	Address	City	State	Post Code
VICPOL					
Station Commander / MERC	Victoria Police	22 High Street	BANNOCKBURN	VIC	3331
CFA					
Operations Manager	CFA District 15 DCC	PO Box 242	WENDOUREE	VIC	3355
Manager Community Safety	CFA West Region	PO Box 242	WENDOUREE	VIC	3355
Operations Manager	CFA District 7 DCC	PO Box 586	NORTH GEELONG	VIC	3215
DELWP					
Midlands Fire Manager	Department of Environment, Land, Water and Planning	Vickers Street	SEBASTOPOL	VIC	3356
Land and Fire Management Officer	Department of Environment, Land, Water and Planning	219A Main Street	BACCHUS MARSH	VIC	3340

Terminology

Appendix G 1: Terminology

Agencies	Refers to the agencies of the Municipal Fire Management Planning Committee. These include key agencies and organisations such as Golden Plains Shire, DELWP , CFA , HVP , Victoria Police, SES and Water Authorities.
Agency Treatments	Refer to Treatment Definition in <i>Appendix A.1 Multi Agency Bushfire Asset Risk Management Register</i> .
Assets	Anything valued by the community which includes houses, crops, stock, heritage buildings and places, infrastructure, the environment, businesses, and forests, that may be at risk from fire.
Bushfire	A general term used to describe fire in vegetation, including grass fire.
Bushfire Risk	The chance of a bushfire igniting, spreading and causing damage to the community or the assets they value.
Community Safety	Community safety is the collaborative effort by community, government and non-government groups to ensure the safety, wellbeing and stability of society. These efforts are sustained by core values of sustainability, social cohesion, security, cooperation, self-reliance and an improved physical environment. Under such a regime, safer communities are locally organised and resourced, well informed about local risks, proactive in prevention, risk averse, motivated and able to manage the majority of local issues through effective planning and action.
Fire	Comes under the definition of an Emergency. The Emergency Management Act 1986 defines 'emergency' as: "... the actual or imminent occurrence of an event which in any way endangers or threatens to endanger the safety or health of any person in Victoria or which destroys or damages, or threatens to destroy or damage, any property in Victoria or in any way endangers or threatens to endanger the environment or an element of the environment in Victoria, including, without limiting the generality of the foregoing and specific to integrated fire management and therefore includes: A fire; and An explosion, A road accident or any other accident, A disruption to an essential service ("essential service" means any of the following services: transport, fuel (including gas), light, power, water, sewerage, or a service (whether or not of a type similar to the foregoing) declared to be an essential service by the Governor in Council) from the effect or impact of fire.
Fire Management	All activities associated with the management of fire (bushfire, structural, chemical), including the use of fire to meet land management goals and objectives. In simple terms, 'fire management' is PPRR as well as use of fire for ecological, agricultural and cultural purposes.
Integrated Fire Management Planning (IFMP)	Integrated Fire Management Planning is a holistic and integrated risk based planning framework for fire management, across all land tenures and boundaries including PPRR activities.
Preparedness	All activities undertaken in advance of the occurrence of an incident to decrease the impact, extent and severity of the incident and to ensure more effective response activities.
Prevention	All activities concerned with minimising the occurrence of incidents, particularly those of human origin.

Terminology

Recovery	The coordinated process of supporting emergency affected communities in reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical wellbeing.
Response	Actions taken in anticipation of, during and immediately after an incident to ensure that its effects are minimised, and that people affected are given immediate relief and support.
Risk Assessment	The overall process of risk identification, risk analysis and risk evaluation.
Risk Environments	There are four types of risk environments based on the VFRRs risk tool which are Human Settlement, Economic, Environmental and Cultural Heritage.
Risk Identification	The process of determining what, where, when, why and how something could happen.
Victorian Fire Risk Register (VFRR)	Victorian Fire Risk Register is a systematic map based process that identifies assets, assesses assets and provides a range of treatments which contribute to the well being of communities and the environment, which suffer the adverse effects of bushfire.
Vulnerability	The susceptibility of an asset or community to the impacts of fire.

Acronyms

Appendix H 1: Acronyms

CFA	Country Fire Authority
CHW	Central Highlands Water
CIG	Community Information Guides
DEECD	Department of Education and Early Childhood Development
DELWP	Department of Environment, Land, Water and Planning
HVP	Hancock Victorian Plantations
IFMP	Integrated Fire Management Planning
MEMP	Municipal Emergency Management Plan
MEMPC	Municipal Emergency Management Planning Committee
MFMP	Municipal Fire Management Plan
MFMPCC	Municipal Fire Management Planning Committee
MFPP	Municipal Fire Prevention Plan
BNSP-PLR	Bushfire Neighbourhood Safer Places – Places of Last Resort
PEAR	Priority Egress/Access Roads
PPRR	Prevention, Preparedness, Response and Recovery
RSFMP	Regional Strategic Fire Management Plan
RSFMPC	Regional Strategic Fire Management Planning Committee
VICSES	Victorian State Emergency Service
VBRC	Victoria Bushfire Royal Commission
VFRR	Victoria Fire Risk Register

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Appendix I: Bibliography

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- Transition Guidelines for Municipal Fire Management Plan Committee – Final Version. Municipal Fire Prevention
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- 2010 State Fire Management Strategy 2009
- Grampians Regional Strategic Fire Management Plan V3 2018 Grampians RSFMPC
- Emergency Management Manual of Victoria 2009
- The Integrated Fire Management Planning Framework 2010
- Road Bushfire Risk Assessment Guideline 2011 VicRoads
- DELWP Fire Protection Plan DELWP
- DELWP Fire Operation Plan DELWP
- Powercor Bushfire Mitigation Strategy Powercor
- SP AusNet Bushfire Mitigation Strategy AusNet Services
- VicRoads – Roadside Fire Management VicRoads
- Country Fire Authority Act (1958)
- Emergency Management Act (1986 & 2013)
- Local Government Act (1958)



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