



SHIRE OF DONNYBROOK-BALINGUP

FIRE CONTROL POLICIES

Reviewed – May 2016

FIRE CONTROL POLICIES

Contents

8.2	Bush Fire Advisory Committee Meetings.....	3
8.3	Road Verge Burning of Shire Controlled Roads	4
8.5	Fireworks Events	6
8.6	Procedures for Hiring Contractors & Equipment for Fire Fighting.....	8



Fire Control Policy

8.2 Bush Fire Advisory Committee Meetings

Objective

To comply with the requirements of the *Bush Fire Act 1954*.

Policy

Generally, two meetings of the Bush Fire Advisory Committee will be held in each year. The Annual General Meeting shall be held on a Thursday in mid-April and the other meeting on a Thursday in mid-October. Further meetings to be convened as and when necessary.

Adopted:	1 January 1993
Last Amended:	26 May 2010
Last Reviewed:	28 April 2016
Next Review Date:	2017
Responsible Department:	Development & Environmental Services



Fire Control Policy

8.3 Road Verge Burning of Shire Controlled Roads

Objective

The objective of this Policy is to provide clear guidelines for the burning of road verges throughout the Shire of Donnybrook-Balingup.

Policy

- a) A Permit is to be issued prior to any road verge burn in accordance with this Policy.
- b) The Shire Chief Executive Officer or nominated representative are the only officers authorised to issue burning permits for hazard reduction burns along road verges, and only after a site inspection has been carried out by authorised Shire staff.
- c) Burns are to be conducted by the relevant Bush Fire Brigade or authorised Shire staff. No road verge burning may be carried out by individuals unless authorised.
- d) No authority can be given by an officer of Council or Fire Control Officer to burn roadside verges that are not under the control of Council, unless written approval has been received from the controlling body.
- e) Site inspections will take into consideration the environmental impact on the road verge, the potential hazard the verge would pose in the event of bush fire and the weather patterns and forecasts for that time of year.
- f) Permits to burn road verges will only be issued to Brigade Fire Control Officers and authorised Shire staff and are to state the measures that must be taken using the following broad guidelines:
 - Prevent damage to infrastructure (i.e. Telstra infrastructure, culverts and fencing);
 - Where native vegetation is present (depending on species) minimise damage and where possible, carry out burns in autumn or spring;
 - Ensure acceptable weather conditions have been considered;
 - Comply with normal permit requirements;
 - Only one side of a road to be burnt in any one year;

- No single hazard reduction burn to exceed 500 metres along a single road verge;
 - Adjoining strips may not be burnt within three years;
 - Adjacent verges are not to be burnt within three years.
- g) The use of fire to abate fire hazards and to clear roadside drains should be confined to areas where distinct hazards, high ignition risks and high values can be identified. In general, these relate to road verges where native plant species have been replaced by annual weeds and grasses. Where possible, mowing and approved herbicide treatment is to be used as opposed to road verge burns.
- h) On approval of a road verge burn, a Traffic Control Plan will be prepared and implemented when necessary by Shire staff or its appointed contractors.

Adopted:	23 January 2008
Last Amended:	26 May 2010
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Next Review Date:	2017
Responsible Department:	Development and Environmental Services



Fire Control Policy

8.5 Fireworks Events

Objective

To provide guidance on the manner in which Council will consider applications for permission to conduct a fireworks event to minimise fire risks.

Policy

1. Written approval by the Shire Chief Executive Officer is required to conduct fireworks events at any time.
2. No approvals will be granted during the Prohibited Burning Times (15 December to 14 March each year, subject to change) for a fireworks display.
3. In the event of a change to the Prohibited Burning Times that impacts on a pre-approved fireworks event application, the Shire Chief Executive Officer in liaison with the Captain of the Donnybrook Fire & Rescue Service and the Donnybrook Chief Fire Control Officer is authorised to permit the fireworks event to proceed subject to any conditions deemed necessary.
4. During the bush fire restricted burning times (1 November to 14 December and 15 March to 26 April each year, subject to change) a Permit may be granted subject to the following:
 - Fire Risk Levels including weather and fuel loads;
 - Availability of firefighting personnel and equipment;
 - Consultation with the Captain of the Donnybrook Fire & Rescue Service and the Donnybrook Chief Fire Control Officer;
 - Consideration of any other issue as deemed necessary by the Shire Chief Executive Officer (ie. location, nature of event etc).
5. Any approval issued by the Shire Chief Executive Officer for a fireworks event are to include the following conditions:
 - Compliance with the 'Safe Use of Outdoor Fireworks in Western Australia' Code of Practice, produced by the Department of Mines & Petroleum;
 - Provision of suitable portable fire extinguishers at the fireworks firing point;

- Provision of additional adequate firefighting equipment and personnel in accordance with any such Permit for the fireworks event granted by the Department of Mines & Petroleum, or as directed by the local fire emergency services agency;
- Details of the above arrangements must be notified to the Shire in writing prior to the event;
- The authorised fireworks operator must contact the Department of Fire & Emergency Services Communications Centre on Freecall 1800 198 140 ten minutes prior to firing time.
- If an Extreme Weather Warning has been issued by the Bureau of Meteorology prior to or during the time of firing the display must be cancelled.

Adopted:	23 May 2001
Last Amended:	22 May 2013
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Next Review Date:	2017
Responsible Department:	Development and Environmental Services



Fire Control Policy

8.6 Procedures for Hiring Contractors & Equipment for Fire Fighting

Objective

To ensure clear guidelines for the process of hiring private equipment should it be required for use when fighting fires.

Policy

1. The preference is to utilise Shire equipment where possible or to seek inter agency assistance i.e. the Department of Parks & Wildlife. If this is not suitable, the following conditions should be adhered to:
 - a) Prior to hiring any equipment/machinery the Fire Control Officer or Incident Controller seek authorisation from the Shire Chief Executive Officer or the Shire Senior Ranger;
 - b) The Department of Fire & Emergency Services to be consulted before hiring equipment as they may agree to pay costs.
 - c) At the time of the request for authorisation an indicative hire cost and timeframe for the use of the equipment should be conveyed to the authorised Shire staff member.
 - d) In the event of an emergency and where the authorised Shire staff are unable to be contacted, the Shire President, Chief Bush Fire Control Officer or Incident Controller is authorised to give approval for the hiring of private equipment.
 - e) Unless a critical situation, the authorised person should seek clarification of the current insurance of the contractor or equipment owner prior to hiring.
2. The Shire's existing Preferred Suppliers for personnel and equipment, in accordance with the Shire of Donnybrook-Balingup Purchasing & Tender Policy 2.26, are to be utilised when required in emergency situations where possible.

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Responsible Department:	Development & Environmental Services