

Council Policy

Council Policy Name: Bush Fire Brigade Management

Responsible Directorate: Community Planning

Version: Adopted

1. PURPOSE

- 1.1. The purpose of this Policy is to outline the City's approach to management of the City of Busselton Volunteer Bush Fire Brigades.

2. SCOPE

- 2.1. This Policy is applicable to all City Bush Fire Brigades (Brigades) and their members pursuant to section 41 of the *Bush Fires Act 1954*.

3. DEFINITIONS

Term	Meaning
Brigade/s	Bush Fire Brigades as defined in section 7 of the <i>Bush Fires Act 1954</i>
Brigade Committee	Persons appointed to a Brigade under 2.2(1)(c) of the Bush Fire Brigades Local Law
Bush Fire Advisory Committee (BFAC)	An advisory committee established under section 67 of the <i>Bush Fires Act 1954</i>
Bush Fire Control Officer	A person appointed by the Local Government under section 38 of the <i>Bush Fires Act 1954</i> under and for the purposes of this Act.
Bush Fire Brigades Local Law	The City of Busselton Bush Fire Brigades Local Law 2023
Chief Bush Fire Control Officer	A person appointed by the Local Government under section 38 of the <i>Bush Fires Act 1954</i> under and for the purposes of this Act who shall be first in seniority of appointed Bush Fire Control Officers.
Deputy Chief Bush Fire Control Officer	A person appointed by the Local Government under section 38 of the <i>Bush Fires Act 1954</i> under and for the purposes of this Act who shall be second in seniority of appointed Fire Control Officers.
Fire Fighting Member	Means a registered operational member of a Brigade who is at least 16 years of age who undertake all normal Brigade activities and have completed the required training qualifications as determined by the Local Government.
Member	Has the same meaning as 'volunteer fire fighter', as defined in section 35A of the <i>Bush Fires Act 1954</i> .
Membership Conditions	The conditions of membership of Brigades as defined in part 2.3 of the Bush Fire Brigades Local Law
Policy	This City of Busselton Council policy titled "Bush Fire Brigade Management"
Prescribed Form	The application for membership of Brigades form as defined in part 2.4 of the Bush Fire Brigades Local Law

4. STRATEGIC CONTEXT

- 4.1. This Policy links to the following themes and strategic priorities of the City's Strategic Community Plan June 2021:

Strategic Theme	Strategic Priority
Key Theme 2 LIFESTYLE	2.2 Work with key partners to facilitate a safe, healthy and capable community
Key Theme 4 LEADERSHIP	4.2: Deliver governance systems that facilitate open, ethical and transparent decision making

5. POLICY STATEMENT

- 5.1. The City acknowledges the important role Brigades play in fire response and community safety and is committed to the establishment of a governance structure that supports the effective function of Brigades.

Appointment of Fire Control Officers

- 5.2. The City may appoint, as necessary, persons to be its Bush Fire Control Officers.
- 5.3. Brigades may nominate members as Bush Fire Control Officers for their fire control area. These nominations are subject to the consideration of BFAC, and subsequent to BFAC support, consideration and appointment by the Chief Executive Officer. Appointments will generally be for 12 month terms.
- 5.4. The Council will appoint from these officers a Chief Bush Fire Control Officer and a Deputy Chief Bush Fire Control Officer.
- 5.5. On a rolling 4 yearly cycle, commencing at a time to be determined by the CEO, the City will request nominations from appointed Bush Fire Control Officers for the position of Chief Bush Fire Control Officer and Deputy Chief Bushfire Control Officer. If multiple nominations are received, BFAC will vote and put forward a recommendation for the City's consideration on whom to appoint to these positions.

Minimum training standards

- 5.6. Fire Fighting Members of Brigades must have completed the following qualifications:
- Bush Firefighting Skills
 - AIIMS Awareness
 - Bushfire Safety Awareness
 - Annual Skills refresher.

Application for memberships

- 5.7. Applications for membership are to be considered by Brigade committees.
- 5.8. Approved applications must be provided to the City within 14 days of Brigade committee approval in the prescribed form.
- 5.9. Prescribed form requires approval of membership application by the City.
- 5.10. If the Brigade committee or Local Government refuse a membership application, the applicant is to be provided in writing the reasons for refusal. The applicant has a right of objection to the Local Government should membership be refused.

Suspension or termination of memberships

- 5.11. Brigade committees can suspend or terminate the membership of a member in accordance with rules 2.7 and 2.8 of Schedule 1 of the Bush Fire Brigades Local Law.
- 5.12. Should the City become aware of a breach of membership conditions by a member, it will advise the relevant Brigade committee in writing of this breach and provide a recommendation for consideration to suspend or terminate the membership of a member in accordance with rules 2.7 and 2.8 of Schedule 1 of the Bush Fire Brigades Local Law.
- 5.13. A member has a right of objection to the Local Government should membership be suspended or terminated.

6. RELATED DOCUMENTATION / LEGISLATION

- 6.1. The relevant documentation and legislation associated with this Policy includes, but is not limited to, the following:
 - a. *Bush Fires Act 1954*
 - b. *Bush Fires Regulations 1954*
 - c. *Emergency Management Act 2005*
 - d. *Equal Opportunities Act 1984*
 - e. *Fire Brigades Act 1942*
 - f. *Local Government Act 1995 and associated regulations*
 - g. *Work Health and Safety Act 2020*
 - h. City of Busselton Code of Conduct
 - i. DFES Operational Doctrine
 - j. DFES Standard Operating Procedures
 - k. City of Busselton Bush Fire Brigade Operating Procedures
 - l. City of Busselton Bush Fire Brigade Local Law 2023

7. REVIEW DETAILS

Review Frequency		3 yearly		
Council Adoption	DATE	13 December 2023	Resolution #	C2312/197
Previous Adoption	DATE		Resolution #	