



SEMC
STATE EMERGENCY
MANAGEMENT COMMITTEE

Fire

STATE HAZARD PLAN

RESPONSIBLE AGENCY

Department of Fire and
Emergency Services

APPROVED BY

State Emergency Management
Committee

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Amendments Table

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| 11 September 2013 | Minor grammatical amendments. | ML |
| October 2015 | Statement of fact amendments to Part 5 - Recovery to reflect changes to SEMP 4.4 - Recovery Coordination, change to Department of Parks and Wildlife (DPaw) to Parks and Wildlife (PWS), fire investigation wording. | SG |
| May 2016 | Statement of fact changes. | SEMC Secretariat |
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| October 2017 | Interim - Version 1.00 - New State Hazard Plan format, statement of fact changes, removal of duplication, inclusion of assurance activities, Machinery of Government changes, expansion and further clarification of treatment options | DFES |
| April 2018 | Interim – Version 01.01 – Update to the establishment of Incident Support Groups reflected at section 4.8 Levels of Response for level 2 incidents. | Office of Emergency Management |
| December 2018 | Interim - Version 01.02 – Statement of fact amendments to reflect: Office of Emergency Management (OEM) to SEMC and State Emergency Public Information Plan to State Support Plan – Emergency Public Information references. | SEMC Business Unit |
| November 2019 | Version 01.00 – Initial release of State Hazard Plan Fire. Statement of fact changes to section 5 – Recovery to reflect changes to State Emergency Management Plan section 6 Recovery, inclusion of DBCA Commander role, section 2.2.7 Total Fire Bans amended to reflect changes to the <i>Bush Fires Regulations 1954</i> . | DFES |
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| April 2026 | Version 3.01 - Statement of Fact Amendments approved by SEMC Executive Officer to reflect consequential recovery amendments and minor grammatical changes as provided in State EM documents amendments table April 2026. | SEMC Business Unit |

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The SEMC acknowledges the Aboriginal peoples throughout the State of Western Australia as the Traditional Custodians of the lands where we live, work and volunteer. We recognise Aboriginal peoples' continued connection to land, waters and community, and pay our respects to Elders both past and present.

This document was designed to be viewed electronically and aims to meet the West Australian Government's accessibility and inclusivity standard, including meeting the World Wide Web Consortium's Web Content Accessibility Guidelines version 2.1 (WCAG 2.1) at level AA. If anything in this document is inaccessible to you, or you are experiencing problems accessing content for any reason, please contact the State Emergency Management Committee Business Unit at semc.policylegislation@dfes.wa.gov.au.

All of the State emergency management legislation and documents can be accessed via the [State Emergency Management Framework page](#) of the State Emergency Management Committee website.

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Part One:

Introduction

The State Hazard Plan - Fire (the Plan) provides an overview of arrangements for the management of fire in Western Australia (WA) and contains information on fire prevention and mitigation, preparedness, response and recovery.

The Fire and Emergency Services (FES) Commissioner is the Hazard Management Agency (HMA) for fire.

The Department of Fire and Emergency Services (DFES) is responsible for the development, implementation and revision of the Plan, in consultation with key stakeholders.

The Plan refers to a range of sources where further information can be obtained. Readers of the Plan should consider the content of the Plan in context of their particular needs and refer to additional supporting or supplementary documentation as required.

Each person involved in the Plan has different responsibilities and knowledge about fire management. They might use different terms and have varying levels of understanding about fire risk. Despite these differences, the Plan depends on everyone in the Western Australian community working together to share the responsibility for fire management.

1.1 Scope

This Plan covers emergency management arrangements within the geographic boundaries of WA for the hazard of fire. The scope extends to all areas in which WA legislation is applicable.

The Plan is intended to inform WA stakeholders of prevention and mitigation strategies to reduce the risk of fire, as well as outline preparedness, response and recovery arrangements relating to fire throughout WA. The Plan defines roles and responsibilities relating to the management of fire in WA.

Notes

¹ Regulation 17(2) of the *Emergency Management Regulations 2006*.

² Regulations 30, 30A and 31, of the *Emergency Management Regulations 2006*.

Those with roles and responsibilities relating to fire in WA include owners and occupiers, the private sector, industry, and all levels of government and public authorities acting as part of the broader WA community.

1.2 Hazard Definition

A fire, as defined in this plan refers to the occurrence or imminent occurrence of fire that is capable of causing loss of life, compromising the safety or health of persons, or causing damage to property or the environment that may require a coordinated response.

1.3 Roles and Responsibilities

The FES Commissioner is the HMA for fire throughout WA and is responsible for ensuring effective prevention, preparedness, response and recovery to this hazard.¹

Minimising risk and increasing resilience to fire is a shared responsibility in which all sectors of the WA community have a role. Shared responsibility means that everyone understands their risk and understands their own responsibility and the responsibility of others to manage that risk.

Shared responsibility is demonstrated when everyone contributes to the prevention, preparedness, response and recovery of fire. This effort extends to all owners and occupiers, private sectors and industries, and all levels of government.

Within WA, DFES, the Department of Biodiversity, Conservation and Attractions (DBCA) and local governments have additional legislated responsibilities as nominated Emergency Management Agencies for fire suppression.² However, state agencies and public authorities may be required to undertake a variety of agreed and legislative responsibilities in support of these Emergency Management Agencies.

The agreed roles and responsibilities of state agencies and public authorities responsible for managing the hazard of fire are outlined in Appendix C.

1.3.1 Owners and occupiers

Owners and occupiers are expected to identify and implement fire risk reduction strategies and preparedness measures, comply with their legislative and regulatory obligations and adhere to official warnings relating to fire.

1.3.2 Private sector and industry

The HMA expects all contributors to the private sector and industry to be aware of, and comply with, their legislative and regulatory obligations.

1.3.3 State agencies and public authorities

The effective management of fire requires state agencies and public authorities to undertake a variety of agreed and legislative responsibilities.

DFES, DBCA and local governments are designated Controlling Agencies for fire. The role of a Controlling Agency is directly related to their legislative responsibilities to provide the initial response to a fire within their specific area of responsibility. Controlling Agencies are further described in section 4.1 of this Plan.

Each agency with a role or responsibility under this Plan is required to have appropriate documented operational procedures that clearly detail how they will carry out their responsibilities in accordance with this Plan. These arrangements should align with and complement other agencies roles and responsibilities outlined under the State Emergency Management Plan (State EM Plan).

Additionally, agencies affected by or contributing to the effective management for the hazard of fire should maintain a Business Continuity Plan to enable continuity of operations during an emergency.

1.4 Related Documents and Legislation

This Plan is to be read in conjunction with the State Emergency Management Framework, including the *Emergency Management Act 2005*, *Emergency Management Regulations 2006*, State Emergency Management Policy, Plans, Procedures and Guidelines.

Legislation relevant to this Plan includes but is not limited to:

- *Aboriginal Heritage Act 1972*
- *Air Services Act 1995* (Commonwealth)
- *Air Services Regulations 2019* (Commonwealth)
- *Building Act 2011*
- *Building Regulations 2012*
- *Bush Fires Act 1954* (Bush Fires Act)
- *Bush Fires Regulations 1954*
- *Commonwealth Places (Application of Laws) Act 1970* (Commonwealth)
- *Conservation and Land Management Act 1984* (CALM Act)
- *Conservation and Land Management Regulations 2002*
- *Dangerous Goods Regulations 1992* (Part 4 and 5)
- *Environmental Protection Act 1986*
- *Explosives and Dangerous Goods Act 1961*
- *Fire Brigades Act 1942*
- *Fire Brigades Regulations 1943*
- *Fire and Emergency Services Act 1998* (FES Act)
- *Land Administration Act 1997*
- *Local Government (Miscellaneous Provisions) Act 1960*
- *Local Government Act 1995*

- *Meteorology Act 1995* (Commonwealth)
- *Work Health and Safety Act 2020*
- *Planning and Development Act 2005*
- *Planning and Development Act (Local Planning Schemes) Regulations 2015*.

In addition, this Plan should be read in conjunction with the following documents:

- Department of Health WA State Health Emergency Response Plan
- Guidelines for Preparing a Bushfire Risk Management Plan
- Local Emergency Management Arrangements
- Managing Bushfire in WA – Statement of Intent
- National Construction Code of Australia (NCC)
- State Planning Policy 3.7 and Guidelines.

1.5 Continuous Improvement

Fire management is improved through collaboration and the sharing of knowledge between all stakeholders.

In support of this approach, anyone with a role or having responsibilities in managing the hazard of fire should engage with subject matter experts to ensure they maintain ongoing awareness of risks associated with fire, and understand contemporary approaches to prevention, preparedness, response and recovery.

Additionally, Controlling Agencies should undertake reviews of operational performance to improve emergency management outcomes. Controlling Agencies are to review all aspects of fire management to ensure that it:

- complies with relevant legislation
- complies with the State Emergency Management Framework.

Controlling Agencies undertaking reviews should:

- consider feedback from all agencies involved
- consider feedback from impacted stakeholders
- ensure that opportunities for improvement and lessons are identified
- take steps to implement identified actions to improve operational performance
- make outcomes from the review process available where appropriate.

In accordance with State Emergency Management Policy (State EM Policy) statement 5.11.3 debriefs, reviews and analysis should be conducted by all state agencies following an event.

Where required and in accordance with the State EM Plan section 5.7.2, the HMA will provide post-operational reports to SEMC.



Part Two:

**Prevention and
Mitigation**

2.1 Responsibility for Prevention and Mitigation

Prevention and mitigation for the hazard of fire is a shared responsibility requiring a collaborative approach and active commitment from owners and occupiers, the private sector, industry and government. Prevention and mitigation roles and responsibilities of relevant agencies under this plan are detailed in Appendix C.

2.1.1 Owners and occupiers

Owners and occupiers have a responsibility to identify and reduce their risk to the hazard of fire. All owners and occupiers should understand their exposure to fire risk in addition to understanding how their actions may influence their risk exposure. This means understanding the likelihood of a fire occurring that may impact them, and the consequence of being impacted by fire.

Both the *Fire Brigades Regulations 1943* and the *Bush Fires Act 1954* contain legislative requirements specifically relating to the responsibilities of owner and occupiers to mitigate fire risk.

Agencies identified in this Plan may provide support and guidance to owners and occupiers to assist in both risk identification and treatment.

2.1.2 Private sector and industry

Private sector and industry have a responsibility to implement prevention and mitigation measures in accordance with regulatory frameworks relative to their operating practices, and with consideration to any additional risk they introduce as a result of such practices. There may be a requirement for additional consultation with industry groups, state agencies or public authorities relating to the broader risk to the community to identify any additional mitigation measures necessary to limit the impact of fire.

2.1.3 State agencies and public authorities

State agencies and public authorities need to work together to create policies and standards, offer advice on best practices, maintain oversight and ensure regulatory adherence. This helps prevent and reduce fire risks across WA. Measures include land use planning, building design, fire safety systems, fuel reduction, and community education.

State agencies and public authorities themselves should take a proactive approach to reducing the overall risk of fire in the community in addition to meeting mandated legislative and regulatory responsibilities.

As the HMA for fire, the FES Commissioner contributes to this approach by implementing the following measures administered through DFES:

- Development and implementation of fire safety educational campaigns.
- Provision of training, resources and information to enhance the State's capability for fire management.
- Provision of advice to decision-makers on planning development, and subdivision proposals in designated bushfire prone areas, and other bushfire technical matters.
- Manage the statewide Bushfire Risk Management Planning Framework.
- Programs supporting the reduction of bushfire fuel loads.
- Input to various Australian Standards related to building/ property fire safety (active and passive features) through direct representation on standards committees and review and input into related standards.
- Receipt and assessment of plans and performance-based building proposals in line with relevant codes, standards and operational requirements.
- Inspection visits of properties (private and public buildings) to review risk and to familiarise operational crews with sites.
- Development of Operational Plans and FES Emergency Response Guides for certain structures and facilities.

- Investigate the origin and cause of fires and assess building and fire safety systems performance to assist stakeholders in implementing appropriate measures to prevent or reduce the impact of fire.
- Partner with WA Police Force, local governments and DBCA develop to initiate arson prevention measures.
- Issue Total Fire Bans (TFB) to limit certain activities that may cause a fire.

2.2 Prevention and Mitigation Strategies

Legislative frameworks, standards and codes of practice may require owners and occupiers, industry, the private sector, and public authorities/agencies to carry out specific prevention and mitigation strategies for fire. A sample of these strategies is provided below.

Table 1: Prevention and mitigation strategies for fire

| Strategy | Key stakeholders |
|--|--|
| Land use planning through administration of the State Planning Policy and Guidelines | <ul style="list-style-type: none"> • DFES • DPLH • Local governments |
| Fuel reduction and modification through prescribed burn programs | <ul style="list-style-type: none"> • DBCA • DFES • Land owners/occupiers • Local governments |
| Fuel reduction and modification through mechanical or chemical measures: mulching, slashing, mechanical removal, herbicide or controlled livestock grazing to reduce the amount or alter the structure of available fuel | <ul style="list-style-type: none"> • DBCA • DFES • Land owners/occupiers • Local governments |

| Strategy | Key stakeholders |
|--|---|
| Fuel modification through firebreak and other hazard reduction measures: local governments may publish a notice under section 33 of the Bush Fires Act requiring fire breaks to be prepared and maintained for a set period as well as other measures to reduce fire risk. | <ul style="list-style-type: none"> • DFES • Land owners/occupiers • Local governments |
| Fire reduction through the declaration of Prohibited and Restricted Burning Times, Total Fire Bans, and Harvest and Vehicle Movement Bans requiring permits and conditions to be followed. | <ul style="list-style-type: none"> • DBCA • DFES • Land owners/occupiers • Local governments • Minister for Emergency Services |
| Development of Bushfire Risk Management Plans for local governments and DBCA. See section 2.2.1. | <ul style="list-style-type: none"> • DFES • Local governments • DBCA |
| Arson prevention and reduction through criminal prosecution following arson investigations and through community programs aimed at arson reduction. | <ul style="list-style-type: none"> • DBCA • DFES • Local governments • WA Police Force |
| Fire safety educational campaigns | <ul style="list-style-type: none"> • DFES • Local governments |
| Building design and compliance, ensuring plans for new buildings comply with applicable development and construction standards | <ul style="list-style-type: none"> • Owners/Occupiers • DFES • Local governments |
| Establishing, maintaining and inspecting building fire safety systems that are compliant and fit for purpose | <ul style="list-style-type: none"> • Land owners/occupiers • Local governments • DFES |

Further details outlining prevention and mitigation roles and responsibilities of relevant agencies under this plan are detailed in Appendix C.

2.2.1 Bushfire Risk Management Planning

State Emergency Management Prevention and Mitigation Procedure 2.1 allows for HMAs to assign specialised Emergency Risk Management planning requirements within their respective State Hazard Plans.

A Bushfire Risk Management (BRM) Plan assists a local government to identify, assess, prioritise, treat and monitor bushfire risk throughout its local government area. It is recommended that all local governments with bushfire risk develop and implement a BRM Plan.

Local governments identified within this State Hazard Plan - Fire (Appendix G) as having high or extreme bushfire risk must maintain a DFES Office of Bushfire Risk Management (OBRM) endorsed BRM Plan that applies to the entire local government area.

Local governments develop a BRM Plan and key stakeholders, such as DFES, DBCA and Forest Products Commission (FPC), participate in, and contribute to, the BRM planning process. In addition, all State agencies that control or manage land within the local government area must contribute relevant information to the planning process.

Required BRM plans, must align with the [Guidelines for Preparing a Bushfire Risk Management Plan](#) published by OBRM. To be in alignment with the guideline, a BRM Plan must be endorsed by OBRM and should be approved by the local government's Council.

A local government may use its Bushfire Advisory Committee (BFAC) as a means of negotiating a commitment by land owners and managers to participate in the BRM planning process and implement risk treatments.

In addition to contributing to local government bushfire risk management plans, DBCA also undertakes a complementary bushfire risk management process outlined in the DBCA, Bushfire Risk Management Framework 2019, with mitigation activities captured in DBCA Regional Fuel Management Plans.



Part Three:

Preparedness

3.1 Responsibility for Preparedness

Preparing for the hazard of fire requires a collaborative approach and active commitment from owners and occupiers, the private sector, industry and all levels of government. Preparedness roles and responsibilities of relevant agencies under this plan are detailed in Appendix C.

3.1.1 Owners and occupiers

Owners and occupiers should undertake appropriate preparedness actions for fire with an understanding of their legislative and regulatory responsibilities, and their fire risk.

State agencies and public authorities involved in the management of fire should provide guidance and support to owners and occupiers to assist them in understanding their risks and plan appropriately.

3.1.2 Private sector and industry

The private sector and industry must prepare for the hazard of fire in accordance with their legislative and regulatory requirements. Preparedness actions must be relative to their level of risk and should acknowledge the surrounding risk profile and neighbouring preparedness arrangements.

In accordance with regulatory frameworks, the private sector and industry are required to have emergency plans in place which may include preparedness provisions specific to a site or locality that may have broader implications on surrounding areas.

Where implications are identified, industry and private sector should be encouraged to table their plans at their relevant Local Emergency Management Committees for awareness. Relevant agreements or sections of their emergency plans may be referenced within the Local Emergency Management Arrangements (LEMA) to provide greater understanding of the management of fire within their district.

In certain areas, some industry groups have established mutual aid agreements and/or systems that contribute to reducing the effects of an emergency through rapid response and improved response capability.

State agencies and public authorities involved in the management of fire are available to provide guidance and advice to organisations on risk identification and preparedness measures.

3.1.3 State agencies and public authorities

Each state agency and public authority undertakes a range of actions and activities to prepare for fire aligned to their legislative and regulatory requirements, and in support of broader community fire preparedness activities.

As the HMA, the FES Commissioner, requires DFES to maintain a year-round state of preparedness to provide an appropriate level of readiness to respond to fire. DBCA and local governments will also maintain a level of preparedness relative to the risk within their area(s) of responsibility.

As nominated Controlling Agencies, DFES, DBCA and local governments will assess their level of preparedness and undertake a range of pre-emptive activities during times of increased forecast risk. This may include a range of actions at state and/or district/regional and/or local level by the relevant agency and/or local government(s).

Controlling Agencies are responsible for the following preparedness activities within their respective areas of responsibility:

- provide the community with information and education and engage them in fire risk management prior to, and during an incident.
- establish response arrangements for each area of responsibility including mutual aid arrangements.
- train response personnel to allow a competent, coordinated, effective and safe incident response.
- undertake pre-incident planning and exercising to validate response arrangements and identify additional training needs.

DFES, in conjunction with DBCA and local governments should identify and where possible, ensure suitable facilities and equipment are available to support the command, control and coordination functions at a state and/or district/regional and/or local level.

3.2 Preparing the Community

DFES works collaboratively with local governments, communities and volunteers to raise awareness and understanding of risks. Local governments and state agencies encourage and support measures to help prepare for, respond to and recover from disasters.

DFES has developed programs and associated material for use at a local level, including school aged education programs that address bushfire and home fire safety, smoke alarm and home fire safety programs.

Local governments are encouraged to implement locally developed community education programs. If developed, a local BRM Plan should include strategies for community education relating to preparedness activities for their local community.

Media and public information strategies should be reviewed annually to ensure appropriate communication of fire information to the community.

3.3 Fire Preparedness Arrangements

This Plan provides the framework to develop local, regional and State preparedness arrangements for the hazard of fire.

3.3.1 Local arrangements

Under the *Emergency Management Act 2005*, local governments are responsible for developing and maintaining LEMAs which should include comprehensive emergency management (prevention, preparedness, response and recovery) arrangements. Where fire has been identified as a

significant risk, comprehensive arrangements for the management of fire risk within their area should be captured in the LEMA.

The Department of Communities works with local governments and other state agencies to identify suitable places of refuge and evacuation centres for high-fire risk areas. The locations, capacity and amenities of these facilities and their activation procedures must also be documented as part of the LEMA. The activation of evacuation centres should form part of pre-incident planning and exercising at a local level to ensure that they remain suitable if requested to be activated by the Controlling Agency during an emergency. Further information relating to evacuation centres is in State Support Plan Emergency Relief and Support.

3.3.2 Regional/district arrangements

Within DFES, regional and district preparedness arrangements are developed at a regional level and implemented in consultation with the Metropolitan Operations Centre (MOC) and/or Regional Operations Centre (ROC). DBCA is responsible for preparedness arrangements for DBCA managed lands.

DFES, DBCA and local governments may utilise the terms regional and district interchangeably to suit their own administrative boundaries and organisational hierarchies.

Committees are established in accordance with legislative requirements or through joint agency agreements at a regional level to promote an integrated approach for emergency preparedness.

The administration of a Regional/District Operational Advisory Committee is a local government legislative responsibility. These committees advise the local government on the development and maintenance of bushfire preparedness arrangements. DFES and DBCA support the functions and provide guidance and advice to these committees where established.

Interagency bushfire command and control arrangements

Interagency Bushfire Command and Control Arrangements at regional/district level may capture preparedness activities and pre-defined response

structures to inform an inter-agency response plan. Engagement with local governments is integral to the establishment of any such arrangement.

Inter-agency pre-established Incident Management Teams (IMTs) will be maintained regionally during periods of heightened bushfire risk.

3.3.3 State arrangements

Preparedness arrangements at state level guide and support arrangements at regional/district level and local level. State arrangements are reviewed on an ongoing basis by the owner of the arrangement to ensure that they remain appropriate to meet current and emerging risks. In support of this approach, state agencies maintain representation on national and international committees to inform contemporary fire management strategies for WA. Additionally, Controlling Agencies enter into arrangements with service providers at a state or national level to access data and information to inform preparedness actions.

State committees/groups are established in accordance with legislative requirements, through joint agency agreements and under the authorisation of the FES Commissioner. These state committees and groups provide a forum to share information, inform state arrangements, and promote a coordinated approach to fire management.

State committees and groups include:

- State Bushfire Advisory Committee (SBAC)
- Bushfire Operations Committee (BOC)
- Interagency Bushfire Operations Committee (IBOC)
- Volunteer Advisory Committee(s)
- Volunteer Training Advisory Group.

State level arrangements are documented and maintained by DFES and DBCA to inform agency personnel and emergency management partner agencies of the structures and approach to fire response including joint agency incident management arrangements.

A sample of state preparedness arrangements and supporting documentation are provided below.

Fire weather forecasting

Through formal arrangements with DFES, the Bureau of Meteorology (BoM) provides a dedicated meteorologist based within the State Operations Centre (SOC). The SOC Meteorologist will prepare briefing products and provide increased analysis of expectant weather to inform critical decisions.

DBCA has a separate arrangement with BoM for its specific weather forecasting requirements to support prescribed burning and bushfire response. BoM also provides a registered user's site containing tailored services for fire agencies.

BoM will liaise with DFES, DBCA and local governments should extreme or catastrophic fire weather be expected. DFES is responsible for the distribution of fire weather information and warnings beyond the normal BoM dissemination process. BoM has detailed its fire weather information processes in its Fire Weather Service Level Specification, in consultation with fire agencies.

The BoM is responsible for the development and dissemination of fire weather forecasts including daily publication of Fire Danger Ratings.

Interagency resource coordination

State Controlling Agencies continually review environmental conditions that influence the risk of fire in the landscape and adjust preparedness measures accordingly. During the High Threat Period, DFES and DBCA each contract aerial fire suppression aircraft, which are jointly managed through the State Operations Air Desk. DFES and DBCA also maintain arrangements and contracts for the provision of additional heavy earthmoving, logistical and other equipment. Planning across all contributors incorporates resource management, inventory and acquisition arrangements.

State bushfire pre-formed teams

The State has established multi-agency pre-formed bushfire incident management teams (PFTs) capable of providing a scaled level of response to complex bushfires, where possible utilising personnel and resources drawn from government agencies, local governments and volunteer emergency service organisations.

The Western Australian Fire and Emergency Services (WAFES) Manual

This manual outlines the overall operational management structure and systems used by DFES for emergency preparedness and response throughout the State. It unites State legislation, State Emergency Management Policy and Plans with DFES structures and its operational doctrine. It describes the FES Commissioner's intent for the role of DFES during emergencies in WA.

DBCA Bushfire Preparedness and Response Manual

This manual outlines the policies and procedures used by DBCA to prepare for and respond to bushfires on DBCA-managed land, and for participation with DFES, local governments and other agencies in multi-agency responses.

3.3.4 Inter-jurisdictional support arrangements

Inter-jurisdictional /international resource requests

Should a fire emergency be beyond the resources of the State, support may be requested from the Australian Government, other Australian jurisdictions or internationally. Inter-jurisdictional and/or international resource request arrangements are aligned to pre-established arrangements at a Commonwealth level.

Requests for Australian Government Non-Financial Assistance are to be made in accordance with State EM Policy section 5.10 and State EM Plan section 5.6.1

An agency in receipt of inter-jurisdictional or international resource support is to manage the deployment in accordance with their agency policies and directives.

Providing inter-jurisdictional /international support

Assistance to interstate, overseas and other jurisdictions for fire emergencies will be coordinated at a State level by DFES. This will include determination of the process involved and recognition of pre-existing arrangements for inter-jurisdictional assistance by other agencies where such arrangements exist.

DFES must be notified of any significant resources being committed to interstate deployments. Ministers responsible for DFES and DBCA are to be notified before any interstate deployment of their respective personnel.

3.4 Preparing for Response

Developing and maintaining sufficient numbers of suitably equipped, and appropriately trained personnel is an essential preparedness measure for all Controlling Agencies and those that respond to fire.

Information relating to Controlling Agency response capability and capacity, including the number and availability of trained personnel, condition and availability of equipment and facilities used to support response should be shared within, between and across Controlling Agencies. Wherever possible, a collaborative approach should be used to develop capabilities to ensure response to fire remains safe, effective and highly coordinated.

Controlling Agencies responsible for fire response should ensure their personnel operating on a fire ground are trained to a standard no less than the minimum standard (or equivalent) recommended by the HMA. Scan the QR code below, visit the [DFES website](#), or contact DFES to access the recommended minimum training standards for response personnel.

Alignment of training standards across all Controlling Agencies is essential to maintaining the safety of personnel at a fire incident where there may be a transfer of control and/or the need for interoperability between responders.





Part Four:

Response

4.1 Responsibility for Response

As the HMA for fire, the FES Commissioner has overall responsibility for ensuring there is an adequate response to fire. An effective response requires collaboration between owners and occupiers, the private sector, industry, state agencies and public authorities.

In acknowledging the differences in agency and legislative terminology relating to fire, where referred to in this Plan, the terms 'Gazetted Fire Districts' or 'Fire Districts' are interpreted as defined in section 5 of the *Fire Brigades Act 1942*.

4.1.1 Owners and occupiers

Throughout WA there is a shared responsibility for fire. This responsibility extends to the actions of owners and occupiers during the immediate response to a fire that has the potential to cause harm or damage.

In relation to bushfire, the owners or occupiers of land have legislated responsibility to take all possible measures to extinguish a fire burning on their land.

Where the response to any fire exceeds the owners and/or occupier's capabilities, notification to DFES should be made through Triple Zero (000).

4.1.2 Private sector and industry

Some private sector operations maintain a fire response capability which may be used in an emergency on or near their site, as part of local arrangements, before the arrival of the relevant Controlling Agency. They may also respond to emergencies at other locations if operating in accordance with conditions specified in a mutual aid agreement or working under a memorandum of understanding.

Where the response requirements exceed the capabilities of the private sector or industry, a Controlling Agency takes control in accordance with their legislative responsibilities.

4.1.3 State agencies and public authorities

State agencies and public authorities must provide assistance and support to the HMA and Controlling Agencies in line with their respective roles and responsibilities outlined in the State Emergency Management Policy and Plan.

As a nominated Controlling Agency for the hazard of fire, DFES, DBCA and local governments are responsible for developing and implementing rapid, effective, coordinated and integrated fire response arrangements within their respective area of responsibility.

Responsibility for maritime fire response

Fires on-board ships lying in any river, harbour, or other waters within or adjacent to any Gazetted Fire Districts are subject to the *Fire Brigades Act 1942*.

Arrangements for responding to shipboard fires in accordance with the Fire Brigades Act will be determined by DFES, in conjunction with the relevant Ports, Port Operator, Port Facility and Boat Harbour Operator. For further details, refer to State Hazard Plan - Maritime Environmental Emergencies.

Responsibility for fire response on Commonwealth land

Occupiers of Commonwealth land must comply with all relevant legislation, regulations and standards that relate to the activities being undertaken on the land on which they occupy.

Fires on Commonwealth land or those that involve Commonwealth buildings or assets that lie within the geographic boundaries of WA, remain subject to WA legislative arrangements unless overriding Commonwealth legislation exists by virtue of *Commonwealth Places (Application of Laws) Act 1970* (Commonwealth), section 4.

Where overriding Commonwealth legislation exists the responsibility for fire response remains with the occupier of the land, building or asset in accordance with legislative requirements.

Where required under legislation or deemed appropriate, occupiers of Commonwealth land are to enter into agreements with Controlling Agencies that clearly identify fire response responsibilities and identify any relevant criteria that may lead to a transfer of control to a WA state-based Controlling Agency. Any such agreement should be documented in local/district/regional response arrangements.

4.14 Controlling Agencies

Controlling Agencies for fire suppression are determined by their area of responsibility in accordance with Western Australian legislation.

Where the response requirements exceed the owners and/or occupier's capabilities, the relevant Controlling Agency takes control in accordance with their legislative responsibilities.

Table 2: Initial controlling agencies

| Area of responsibility | Initial Controlling Agency |
|--|----------------------------|
| Within Gazetted Fire Districts | DFES |
| On DBCA managed land outside Gazetted Fire Districts | DBCA |
| Within local government districts outside of Gazetted Fire Districts and outside DBCA managed land | Local governments |

Note: Due to current legislative arrangements relating to fire within WA, there may be situations whereby an area of responsibility and/or jurisdictional responsibility may not be immediately apparent to responders. Appendix D provides examples and guidance on initial controlling agency arrangements for some of these instances.

Additionally, specific Controlling Agency arrangements may be established within local government districts upon written approval of the HMA.

It remains incumbent on all Controlling Agencies to understand their respective areas of responsibility and work collaboratively to ensure that there remains a rapid, effective, coordinated, and integrated fire response.

There may be instances whereby it is appropriate for a transfer of control to take place between Controlling Agencies. Arrangements for the transfer of control of fire between Controlling Agencies is outlined in section 4.4 and Appendix E.

4.15 Strategic control priorities

The State EM Policy identifies strategic control priorities for emergency response across all hazards. These priorities are not hierarchical; however, protection and preservation of life must be paramount when developing incident action plans that identify the priority roles and actions for the emergency management response to fire, where there are concurrent risks or competing priorities.

The strategic control priorities are:

- protection and preservation of life: this is the fundamental overarching priority for the State, and includes:
 - safety of emergency services personnel
 - safety of community members including at risk community members and visitors/tourists located within the incident area
- community warnings and information
- protection of critical infrastructure and community assets
- protection of residential property
- protection of assets supporting individual livelihood and community financial sustainability
- protection of environmental and heritage values.

Controlling Agencies should also consider the potential impact on cultural values and animal welfare from fire.

4.2 Incident Management

Controlling Agencies are required to apply the Australasian Inter-Service Incident Management System (AIIMS) for the management of fire response in WA. Incident management structures may vary based on pre-existing plans and arrangements and/or in accordance with the scale or complexity of the fire response. The focus of the Incident Controller (IC) and/or Incident Management Team (IMT) may shift throughout the evolution of an incident as it progresses through the escalation and consolidation phases, leading to a transition to recovery-led operations.

4.2.1 Initial reporting of a fire

DFES Communications Centre (COMCEN) is central to state-wide fire reporting and monitoring. All fires state-wide should be reported to DFES COMCEN via Triple Zero (000), radio or 1800 198 140 (or by other means, where agreed between agencies). DFES COMCEN will notify the relevant Controlling Agency (DFES, DBCA, local governments) as applicable.

Triple Zero (000) agreements are maintained with those local governments with fire response responsibilities to ensure calls are expedited state-wide and reporting arrangements identified.

Any fires reported directly to a Controlling Agency must be immediately reported to DFES COMCEN.

Subsequent reporting requirements

- Controlling Agencies must provide DFES with regular situation reports via the DFES COMCEN or via Regional/Metropolitan Duty Coordinators as appropriate.
- Controlling Agencies must keep other agencies and support organisation, with a responsibility under this Plan informed of developing situations that may require their support or action.
- DBCA and local governments must notify DFES via DFES State Operations, or the DFES Regional/Metropolitan Duty Coordinators as soon as is

reasonably practicable where incident control arrangements are transferred to another agency under sections 45 or 45A of the Bush Fires Act. A Change in Controlling Agency Form must be provided as soon as practicable.

- Controlling Agencies must notify DFES of any change to the incident level declaration and immediately notify DFES of fires that have the potential to escalate to Level 3.

4.2.2 Naming convention and incident number

The initial Controlling Agency is responsible for providing the incident name for each fire they are controlling. The naming of an incident must be representative of the incident location that is easily identifiable to responders and the community. Once an incident is named it must consistently be referred to by that name for its duration.

DFES COMCEN is responsible for providing the incident number for all fires once notified. Controlling Agencies must use this incident number, as well as the assigned name for consistency.

A Controlling Agency may establish a 'Complex of Incidents' to manage multiple incidents in an area. A 'Complex of Incidents' can be established to improve the coordination of resources at multiple incidents located within a similar geographical area.

4.2.3 Incident levels

The declaration of an incident level is a critical component to ensure the IMT and the incident coordination structure are proportional to the size and complexity of the fire emergency, and that key emergency management stakeholders are engaged. State Emergency Management Response Procedure 4.2 enables one of three operational levels to be declared depending upon the characteristic 'factors' of the emergency.

Typical conditions and the actions required for each of these levels can be found in Appendix F: Incident Levels and Actions Required.

Incident levels are used to describe the level of complexity:

- Level 1 fire incidents typically have a low level of complexity
- Level 2 fire incidents typically have a medium level of complexity
- Level 3 fire incidents typically have a high level of complexity.

All fire incidents are regarded as Level 1, unless declared otherwise.

DFES, DBCA and local governments will activate IMTs and mobilise resources appropriate to the scale and requirements of the emergency in accordance with the State's emergency management arrangements.

4.2.4 Incident Management Team (IMT) structures

Appropriate IMT structures should be established by the Controlling Agency to support the incident:

- IMTs must be trained to a standard as recommended by the Controlling Agency, when managing Level 1 or Level 2 incidents and should include personnel with local knowledge where practicable.
- Level 2 IMTs must include a Public Information Officer (PIO)
- Level 3 IMTs must include a Deputy IC, Safety Advisor and PIO
- Level 3 IMTs should be led by an endorsed Level 3 IC.

Alignment of training standards across all Controlling Agencies is essential to maintaining the safety of personnel at a fire incident where there may be a transfer of control and/or the need for interoperability between responders.

4.3 Resourcing Arrangements

4.3.1 Local arrangements

When local government is the Controlling Agency for a fire, the incident is managed at the local level by Chief Bush Fire Control Officers (CBFCO), Deputy Chief Bush Fire Control Officers, Fire Control Officers, Captains or brigade members.

DFES assists local government through the coordination of resource deployments (individual resources, strike teams and task forces) to incidents at their request. Local governments may provide these resources on request to DFES, or directly to neighbouring local governments or DBCA.

Spontaneous volunteers

Spontaneous volunteers may provide a valuable role supporting response to a fire, however the use of spontaneous volunteers is at the discretion of each Controlling Agency.

As recommended within State EM Policy statement 4.7.2, local governments should develop plans and processes to manage spontaneous volunteers.

4.3.2 Regional/district arrangements

Coordination of regional and district resources will be supported by either the DFES or DBCA Regional/District office, or DFES Metropolitan Operations Centre (MOC).

Requests for additional response support exceeding regional/district capability may be referred to the State Operations Centre (SOC).

4.3.3 State arrangements

Mobilisation and management of DFES resources are coordinated through its Communications Centre (COMCEN) and the SOC, MOC or relevant ROC. DFES COMCEN receives Triple Zero (000) calls state-wide and either dispatches resources directly or passes call information to DBCA or local government.

Management of DBCA response to bushfires on DBCA managed land is through its State Duty Officer and network of regional offices, district offices and work centres. Coordination of DBCA resources and State planning for major bushfire incidents is through the presence of a DBCA State Commander in the DFES SOC.

If additional support is required during response to a fire, Controlling Agencies may request assistance through other Controlling Agencies, other support agencies, or via the DFES SOC.

Where it is projected that WA response resources will not meet ongoing capability requirements, existing assistance arrangements with other jurisdictions may be called upon, as described in section 3.2.4.

4.4 Transfer of Control

As circumstances change during the response to a fire, there may be instances where it is appropriate for a transfer of control to take place between Controlling Agencies.

4.4.1 Transfer of control to DFES

Under section 13 of the Bush Fires Act, the FES Commissioner may authorise a Bush Fire Liaison Officer (BFLO) or other person to take control of all operations in relation to that fire if a bushfire is burning in the district of a local government or on conservation land. This authority may be delegated by FES Commissioner as deemed appropriate.

A transfer of control to DFES may be initiated under one or more of the following relevant conditions:

- at the request of the local government
- at the request of DBCA
- if, because of the nature or extent of the bushfire, the FES Commissioner considers that it is appropriate to do so.

In making such a decision, the FES Commissioner may consider if:

- a bushfire has assumed or is likely to assume such proportions as to be incapable of control or suppression by the firefighting agency in whose jurisdiction it is burning or
- a bushfire is not being effectively controlled or suppressed by the firefighting agency or agencies in whose jurisdiction(s) it is burning.

The HMA requires a completed Change in Controlling Agency Form to be submitted by the incoming Incident Controller to DFES State Operations each time a transfer of control has taken place, unless specific arrangements are

in place. For example, a Change in Controlling Agency Form is not required when the HMA has approved, in writing, the establishment of specific Controlling Agency arrangements with a local government.

If a request to transfer control to DFES by a local government or DBCA is declined by DFES, the initial controlling will retain control. In this instance the reasons for declining must be documented and DFES State Operations advised.

When a fire is declared a Level 3 incident, or there is a need for an emergency situation or a state of emergency declaration, DFES will assume Controlling Agency status and submit a completed Change in Controlling Agency Form.

For incidents where DFES has assumed control, DFES may transfer the control of an incident back to the affected local government/s, DBCA, or another Controlling Agency. DFES will convene a meeting with the affected local government/s DBCA, or other Controlling Agency and other parties as required. An additional Change in Controlling Agency Form must be completed.

Controlling Agencies are responsible for providing appropriate notification of cessation of response operations to assist in the management of residual hazards.

Appendix E1 shows the process to request a transfer of control to DFES.

4.4.2 Transfer of control between local governments and DBCA

In accordance with section 45 and 45A Bush Fires Act, local governments and DBCA can transfer control of fires to one another for Level 1 incidents or incidents declared as Level 2 under the State Emergency Management Arrangements.

If a transfer of control occurs under sections 45 or 45A of the Bush Fires Act, the Controlling Agencies must inform the HMA. In these instances and

as soon as reasonably practicable, the HMA requires Controlling Agencies to submit a completed Change in Controlling Agency Form to DFES State Operations each time a transfer of control takes place.

If a request to transfer control is declined, the initial Controlling Agency will retain control. In each instance the reasons for declining must be documented and DFES is to be advised.

Appendix E2 shows the process to request a transfer of control between local government and DBCA.

4.5 Public Information and Warnings

During the response to an incident, the responsibility for management of public information remains with the Controlling Agency. The IC is responsible for authorising the issuing of alerts and warnings related to a fire, this includes authorising the release of information to the broader public and to those directly affected by the incident.

Emergency Management Agencies must share public information with one another during an incident. A single and coordinated approach for communicating public information and warnings is required when fire impacts multiple areas of responsibility.

Further details outlining emergency public information arrangements can be found in State EM Plan section 5.3.1 and State Support Plan – Emergency Public Information.

4.5.1 Emergency WA

The Emergency WA website and application provides official alerts and warnings for incidents, as well as information about current Total Fire Bans, Fire Danger Ratings and Prescribed Burns.

4.5.2 Telephone Warning System

A Telephone Warning System (TWS) uses web technology to send alerts to home phones and mobiles. It is an additional public information tool that can be used for any emergency where there is an imminent threat, to alert people in a specific location.

When an initial emergency warning area is issued, or an emergency warning area increases, a TWS will be issued.

4.5.3 Standard Emergency Warning Signal

The Standard Emergency Warning Signal (SEWS) is a distinctive siren sound to alert the community to the broadcast of an urgent safety message relating to a major emergency.

SEWS is intended for use as an alert signal to be played on public media such as radio, television, or public address systems to draw listeners' attention to the emergency warning that follows. SEWS should be used when issuing Emergency Warnings and there is a need to warn people to take urgent and immediate action to reduce the potential for loss of life or property from emergency events. SEWS is not required for all Emergency Warnings.

State Emergency Management Response Procedure 4.3 describes the conditions and procedures for use of the SEWS.

4.5.4 Bushfire Warning Framework




WA has adopted the [Australian Warning System Framework](#), a national approach to community warnings, for bushfire.

There are three levels of warning with consistent colours and icons that change to reflect the increasing, or decreasing, risk to life or property.

Warnings are accompanied by an action statement, giving the community a clear and concise call to action specific to their location and aligned to the current risks.

The frequency of alerts depends on the level of threat. The Controlling Agencies agreed Bushfire Warning Framework is outlined in the following table.

Table 3: Bushfire Warning Framework

| Warning | Description |
|--|---|
| Advice  | <p>An incident is active. There is no immediate danger. Stay up to date in case the situation changes.</p> |
| Watch and Act  | <p>There is a possible threat to lives and homes. Take action to stay safe.</p> <p>Broadcast in full every half hour at quarter past and quarter to the hour on ABC Local Radio.</p> |
| Emergency Warning  | <p>There is a threat to lives and homes. You may be in danger and need to take immediate action.</p> <p>Broadcast in full on ABC Local Radio every 15 minutes.</p> <p>An Emergency Warning may be supported with a siren sound called the Standard Emergency Warning Signal (SEWS) and/or a telephone warning system emergency message to a specified area.</p> |

4.5.5 Property fire warnings

An IC can request a warning to be issued in the event of a fire involving a property that poses a threat to the public. This request can be made to the Controlling Agency's public information or media branch or DFES COMCEN.

If a warning is issued, the warning must:

- describe the incident
- outline what people should do to keep safe from the threat
- advise of road closures, if appropriate
- advise what fire fighters are doing to protect the public.

The public information process in State Hazard Plan - HAZMAT may be applicable if the property fire poses a threat to the community other than fire or smoke.

4.6 Controlling Movement within an Incident Area

The IC has overall responsibility for the management of movement of vehicles, people and animals within the affected emergency or incident area during an incident. ICs have access to legislated powers to control movement within an operational area. This includes but may not be limited to:

- *Bush Fires Act 1954*, section 13 and 14B
- *Emergency Management Act 2005*, section 67
- *Fire Brigade Act 1942*, section 34 and 60
- *Road Traffic Code 2000*, section 272.

Further details outlining traffic management arrangements can be found within State EM Plan section 5.3.3 and Traffic Management in Emergencies Guideline.

4.6.1 Evacuation

The decision to undertake an evacuation will be made by the IC.

Where there is the potential requirement for an evacuation centre to be activated, the location of the evacuation centre/s is determined by the HMA/Controlling Agency in consultation with the relevant local government and the Department of Communities.

If evacuation is required, the Controlling Agency should activate the Department of Communities as a Support Agency to provide Emergency Relief and Support assistance.

Further details outlining evacuation arrangements can be found in State EM Plan section 5.3.2, the WA Community Evacuation in Emergencies Guideline and the State Support Plan – Emergency Relief and Support.

4.7 Declaration of an Emergency Situation or State of Emergency

The FES Commissioner has powers in relation to natural disasters and fires under the *Fire and Emergency Services Act 1998*, section 18B and *Fire Brigades Act 1942*, section 34. In addition, there are a range of similar powers in relation to bushfires under the Bush Fires Act. These powers are wide-ranging and are normally adequate to respond to fire emergencies.

Should additional powers be required, the *Emergency Management Act 2005* can be used to access emergency powers through the declaration of an 'Emergency Situation or a 'State of Emergency'.

4.8 Funding Arrangements for Response

The State Emergency Management Policy describes the financial responsibilities of the HMA and Controlling Agencies during response to emergencies.

Where prior arrangements are not established, costs for emergency response activities must be met by the HMA or Controlling Agency directing the response, unless it is the legislative responsibility of the Emergency Management Agency or other agencies or organisations supporting the emergency response to carry out that function or activity. Further information relating to funding arrangements during emergencies is outlined in State EM Policy section 5.12.

For response to fire outside of gazetted fire districts, DFES may provide financial assistance in support of local government response in accordance with DFES procedures.



Part Five:

Recovery

5.1 Responsibility for Recovery

The Controlling Agency, responding on behalf of the HMA, is responsible for initiating relief and recovery activities during emergencies as described in State EM Plan section 6.2.1. It is the responsibility of the Controlling Agency to gain an understanding of the known and emerging impacts during the response to an emergency.

In accordance with the *Emergency Management Act 2005* section 36(b), it is a function of local government to manage recovery following an emergency affecting the community in its district.

Further information regarding local and state-level recovery roles, responsibilities and recovery coordination arrangements in WA are set out in part 6 of the State EM Plan and State EM Policy, and part 5 of the State EM Procedure.

The Department of Communities may also provide emergency relief and support services as part of any recovery effort as a prescribed support organisation under the *Emergency Management Regulations 2006*.

5.2 Emergency Relief and Support

Emergency relief and support (ERS) services provide immediate and ongoing social support to alleviate, as far as practicable, the effects on individuals impacted by an emergency. State EM Policy section 6.6, extends the Department of Communities responsibility for coordinating the provision of ERS services during recovery. ERS is delivered across six functional domains:

- emergency accommodation
- emergency food
- emergency clothing and personal requisites
- personal support services
- registration and reunification
- financial assistance.

For Level 1 incidents, the Department of Communities may be tasked by a HMA and/or Controlling Agency to provide ERS services to people impacted by this level of event within a single local government or district area.

5.3 Recovery Arrangements

The *Emergency Management Act 2005* requires local governments to include a recovery plan and the nomination of a Local Recovery Coordinator in their LEMA. The impacted local government is responsible for managing their community recovery process.

Where recovery activities are beyond the capacity of the local community, the State may provide support in accordance with the arrangements in State EM Policy and State EM Plan.

Aligned with State EM Plan section 6.2.1.1, the respective Controlling Agency must include local government representatives in incident management arrangements including the Incident Support Group (ISG) and/or Operational Area Support Group (OASG) and inform them of known or emerging impacts.

During emergencies, the respective Controlling Agency will ensure that consideration is made for support agencies to have access to the affected community to support the transition to recovery-led operations. An IC may limit access to the area of impact to maintain safety and security of affected community members, response personnel and recovery personnel. The Controlling Agency will assist supporting agencies to deliver essential services in safe and accessible community-based locations.

5.4 Transition to Recovery-led Operations

Relief and recovery activities initiated during the response phase of an incident may continue well beyond the cessation of response-led operations. As such, the transition from response-led to recovery-led operations must be planned to ensure that there is a coordinated transition between each phase. The planned transition of responsibility from the response agency

to recovery agencies must be communicated at each level (Local, District/Regional, State).

For Level 2 incidents, where required, the Controlling Agency will request the State Recovery Coordinator to nominate a State Recovery representative to participate in the Incident Support Group and Operational Area Support Group. The IC may also request appropriate recovery representatives serve as a liaison in the Incident Management Team.

The Controlling Agency must provide representation at initial meetings of the Local/State Recovery Coordination Group, where invited, to assist with an understanding of context, impacts, risks and transition activities.

The Controlling Agency shall liaise with affected parties, the local government, and if appropriate, the State Recovery Coordination Group, to plan for the transition from operational response to the management of residual risks that have arisen from the initiating hazard. This includes assessing risks, identifying a risk owner and ensuring risk management plans are in place.

If the State Support Plan – Emergency Relief and Support has been activated as part of the response, the Department of Communities should be included in the planning the transition from response to recovery.

5.5 Impact Statement

Prior to the cessation of a response, the Controlling Agency is responsible for the assessment of all known impacts relating to all recovery environments.

An Impact Statement must be completed by the Controlling Agency, in consultation with other relevant agencies, for all Level 2 and Level 3 incidents unless there is an exemption obtained from the State Recovery Coordinator, in accordance with State Emergency Management Recovery Procedure 5.3.

The Impact Statement should be approved by the Controlling Agency, and local government Chief Executive Officer and endorsed by the State Recovery Coordinator. The Impact statement should be provided to the members of the Incident Support Group, Recovery Coordinators and the ROC/MOC and Operational Area Manager (OAM).



Appendices

Appendix A: Distribution List

This State Hazard Plan is available on the [SEMC website](#). The agencies below will be notified by the HMA (unless otherwise specified) when an updated version is published on this website.

- All agencies and organisations with responsibilities under this Plan.
- National Emergency Management Agency (SEMC Business Unit to notify)
- Minister for Emergency Services (SEMC Business Unit to notify)
- Minister for Planning
- Minister for Police
- State Emergency Management Committee (SEMC), SEMC subcommittee and SEMC reference group members (SEMC Business Unit to notify)
- State Library of Western Australia (SEMC Business Unit to notify).

Appendix B: Glossary of Terms and Acronyms

Terminology used throughout this document has the meaning prescribed in section 3 of the *Emergency Management Act 2005* or as defined in the State Emergency Management Glossary. With some exceptions provided for greater stakeholder clarification, this appendix aims to provide the hazard-specific definitions.

Appendix Table B1: Glossary of terms

| Term | Definition |
|--|---|
| BoM 'fire agencies' | The Bureau of Meteorology (BoM) lists DFES and DBCA as fire agencies in the State of Western Australia. |
| Bush Fire Liaison Officer | Bush Fire Liaison Officers pursuant to section 12(2) of the <i>Bush Fires Act 1954</i> . |
| Communications centre | Responsible for receiving radio and phone communications relating to emergency incidents, discerning relevant information, coordinating and alerting relevant emergency agencies, and dispatching appropriate emergency fire resources. |
| Controlling Agency | An agency nominated to control the response activities to a specified type of emergency. The responsibility for being a Controlling Agency stems from either: <ul style="list-style-type: none"> • legislation other than the <i>Emergency Management Act 2005</i> • by agreement between the relevant Hazard Management Agency and one or more agencies. |
| District Operational Advisory Committee | A committee involving local governments and ensuring their participation in emergency management and bushfire activities within a specific district, overseeing interagency collaboration and coordination. |
| Emergency relief and support services | Provision of immediate and ongoing social supports to alleviate, as far as practicable, the effects on individuals impacted by an emergency. |
| Emergency Services Acts | Emergency Services Acts is a collective term for the <i>Bush Fires Act 1954</i> , the <i>Fire Brigades Act 1942</i> , and the <i>Fire and Emergency Services Act 1998</i> . |
| Evacuation centre | An identified facility to support safe shelter for the evacuation of impacted people and communities. |
| Fire Danger Ratings | Fire Danger Ratings (FDR) describe the potential level of danger should a bushfire start. |

| Term | Definition |
|---|--|
| Fire ground | The area that response activities are being undertaken to mitigate the hazard of fire that has the potential to cause a threat or harm to the health or safety of responders |
| High Threat Period | The time of year when bushfire risk is at its highest, typically during the hottest, driest, and windiest periods. |
| Liaison officer | Acts as a link between DFES and various community groups, organisations, or government entities, facilitating communication and ensuring effective emergency management. |
| Local Recovery Coordinator | Responsible for the development and implementation of recovery arrangements for the local government, in conjunction with the Local Recovery Coordination Group (LRCG). |
| Local Recovery Coordination Group | Coordinate and support local management of the recovery process by assessing the consequences of the event and coordinating recovery activities to rebuild, restore and rehabilitate the social, built, economic and natural environments within the community during an emergency event. |
| Metropolitan Duty Coordinator | The Metropolitan Duty Coordinator is the primary point of contact for the Metropolitan Operations Centre outside business hours. |
| Metropolitan Operations Centre | Responsible for supporting emergency incidents and maintaining situational awareness of emerging threats and risks across their designated DFES regions. |
| Office of Bushfire Risk Management | OBRM is a branch within the DFES Rural Fire Division. OBRM's role is to oversee prescribed burning and bushfire related risk management in WA. |
| Owners and occupiers | Owners are individuals or entities that hold legal title to a property or land. Occupiers are individuals or entities that reside in or use a property or lands regardless of whether they own it. Owners and occupiers include individual tenure owners and occupants and extends to private sector and industry, and all levels of government (Local, State, Commonwealth). |
| Private sector and industry | <p>In this Plan, the term "private sector" encompasses businesses and organisations that are not controlled by the government, including sole traders, partnerships, and for-profit companies, as well as some not-for-profit organisations that are not constitutional corporations.</p> <p>The term "industry" applies to range of economic sectors that may encompass the private sector; including but not limited to the mining and energy sectors, agriculture, manufacturing, building and construction, the services sector, technology and trade.</p> |

| Term | Definition |
|--|---|
| Prohibited Burning Times | The lighting of fires is prohibited during certain times of the year in most local government districts throughout the State. Prohibited Burning Times dates are declared by the Minister for Emergency Services and are published in Government Gazettes, and may vary between districts. |
| Public authority | <p>Under section 3 of the <i>Emergency Management Act 2005</i>, a 'public authority' is defined as:</p> <ul style="list-style-type: none"> • a department of the Public Service established under section 35 of the <i>Public Sector Management Act 1994</i> (PSM Act) • an organisation specified in column 2 of Schedule 2 to the PSM Act • a non-SES organisation within the meaning of the term in section 3(1) of the PSM Act • a local government or a regional local government • a body that is established or continued for a public purpose under a written law • a body that is established by the Governor or a Minister • any other body or the holder of an office referred to in subsection (2) that is declared by the regulations to be a public authority. |
| Restricted Burning Times | Restrictions apply to all burning carried out during the period declared as restricted burning times within most areas of the State. Those times are declared by DFES and are published in the Government Gazette, and generally speaking are related to periods immediately prior to and following the Prohibited Burning Times. |
| Regional Duty Coordinator | Regional Duty Coordinator (RDC) is the primary point of contact for the Regional Operations Centre 24 hours 7 days a week. |
| Regional Operational Advisory Committee | A committee involving local governments and ensuring their participation in emergency management and bushfire activities within a specific region, overseeing interagency collaboration and coordination. |
| Regional Operations Centre | Responsible for supporting emergency incidents and maintaining situational awareness of emerging threats and risks across their designated DFES regions. |
| Shared responsibility | In this plan, the term 'shared responsibility' means everyone contributes to the prevention, preparedness, response and recovery of fire. This effort extends to all levels of government, private sectors and industries, and all owners and occupiers. |
| State agency | In WA, a state agency refers to a government entity, department, or authority established by or under laws of the state, including departments, legislative authorities, and other bodies that are part of the Western Australian government sector. |

| Term | Definition |
|---|--|
| State Bushfire Pre-Formed Teams | A state multi-agency bushfire pre-formed team is a group of people, competent in the appropriate AIMS roles. They are rostered to be available to take control of potential or declared incidents across the state and to ensure safe and effective incident management. |
| State Emergency Management Framework | The State Emergency Management Framework is made up of legislation, policy, plans, procedures, guidelines and a governance structure to facilitate effective management of emergencies in WA. |
| State Operations Centre | The DFES State Operations Centre (SOC) coordinates the strategic activities of the FES Commissioner in delivering their emergency management responsibilities as a HMA under the provisions of WA Legislation. |
| State Recovery Coordinator | Coordinates and supports a whole-of-government approach to recovery efforts, including maintaining state recovery arrangements and plans, and supporting state-level recovery coordination through a State Recovery Coordination Group (SRCG). |
| State Recovery Coordination Group | The SRCG is responsible for state-level recovery coordination and facilitation in complex or prolonged recovery operations. |

Appendix Table B2: Acronyms

| Acronym | Meaning |
|-----------------------|---|
| AFDRS | Australian Fire Danger Rating System |
| AHLG | All Hazards Liaison Group |
| AIIMS | Australasian Inter-Service Incident Management System |
| BFAC | Bush Fire Advisory Committee |
| BFLO | Bush Fire Liaison Officer pursuant to section 12(2) of the <i>Bush Fires Act 1954</i> |
| BOM | Bureau of Meteorology |
| BRM Plan | Bushfire Risk Management Plan |
| Bush Fires Act | <i>Bush Fires Act 1954</i> |
| CALM Act | <i>Conservation and Land Management Act 1984</i> |
| CBFCO | Chief Bush Fire Control Officer |
| COMCEN | DFES Communications Centre |
| DBCA | Department of Biodiversity, Conservation and Attractions |
| DFES | Department of Fire and Emergency Services |
| DPLH | Department of Planning Lands and Heritage |
| ERS | Emergency Relief and Support |

| Acronym | Meaning |
|--------------------------|--|
| FES Act | <i>Fire and Emergency Services Act 1998</i> |
| FES Commissioner | Fire and Emergency Services Commissioner |
| FES Unit | <i>Fire and Emergency Services Units established under Part 3 of the Fire and Emergency Services Act 1998.</i> |
| Fire Brigades Act | <i>Fire Brigades Act 1942</i> |
| FPC | Forest Products Commission |
| HAZMAT | Hazardous materials |
| HMA | Hazard Management Agency |
| IC | Incident Controller |
| ISG | Incident Support Group |
| IMT | Incident Management Team |
| LEMA | Local Emergency Management Arrangements |
| MDC | Metropolitan Duty Coordinator |
| MOC | Metropolitan Operations Centre |
| OBRM | Office of Bushfire Risk Management |
| OAM | Operational Area Manager |
| OASG | Operational Area Support Group |

| Acronym | Meaning |
|--------------|---|
| PFT | Pre-formed incident management teams |
| PIO | Public Information Officer |
| PPRR | Prevention, Preparedness, Response, Recovery |
| RDC | Regional Duty Coordinator |
| ROC | Regional Operations Centre |
| SECG | State Emergency Coordination Group |
| SEMC | State Emergency Management Committee |
| SEWS | Standard Emergency Warning Signal |
| SOC | State Operations Centre |
| TFB | Total Fire Ban |
| TWS | Telephone Warning System |
| UCL | Unallocated Crown land |
| UMR | Unmanaged Reserves |
| WAFES Manual | Western Australian Fire and Emergency Services Manual |
| WALGA | Western Australia Local Government Association |

Appendix C: Roles and Responsibilities

The FES Commissioner, requires DFES to discharge the duties of the HMA for the management of fire in WA. However, DFES requires the support and assistance of other organisations to ensure an integrated approach to fire management is achieved.

This appendix outlines the roles and responsibilities of agencies and organisations across the Prevention, Preparedness, Response and Recovery (PPRR) domains relating to the hazard of fire in support of the HMA. The State EM Plan, Appendix E outlines the roles and responsibilities for PPRR across all-hazards.

Organisations and agencies with a hazard specific role will undertake the agreed responsibilities, as detailed throughout this appendix. All agencies should maintain appropriate internal plans and procedures in relation to the specific agency responsibilities.

Note: The ability of each local government to meet the responsibilities identified in this State Hazard Plan should be considered by the HMA. Any specific considerations or constraints should be captured within in the LEMA.

C1: Prevention and Mitigation

Appendix Table C1: Prevention and mitigation responsibilities

| Organisation | Prevention and Mitigation Responsibilities |
|--|--|
| <p>Department of Fire and Emergency Services (DFES)</p> | <p>Implement strategies and activities in cooperation with DBCA and local government that assist in the prevention of bushfire and minimise its impact on WA Communities.</p> <ul style="list-style-type: none"> a. Declare restricted and prohibited burning times for the whole of the state, and approve suspensions and exemptions. b. Declare, suspend, approve exemptions, of Total Fire Bans. c. Facilitate statewide arson prevention programs in conjunction with WA Police Force, DBCA and local government. d. Develop and implement statewide community engagement and community education programs. e. Contribute to and participate in the development of Bushfire Risk Management (BRM) Plans at the local level. f. May through a Memorandum of Understanding, complete mitigation activities for other land holders. g. Develop, distribute and promote community educational material. h. Maintain targeted building fire safety inspection program. i. Undertake community engagement activities to prevent property fire. j. Review and assess plans for buildings in relation to fire safety and provision of equipment and facilities. k. Enhance the efficient management of bushfire related risk in WA to protect people, assets and other matters valuable to communities. This includes: <ul style="list-style-type: none"> i. Set and approve bushfire risk related standards and policy ii. Administer the BRM planning process iii. Monitor and assess agency performance against standards iv. Administer grants programs relating to bushfire risk mitigation v. Provide advice on strategic planning proposals and development and subdivision applications on State Planning Policy 3.7 Bushfire. |

| Organisation | Prevention and Mitigation Responsibilities |
|---|---|
| Department of Biodiversity Conservation and Attractions (DBCA) | <ul style="list-style-type: none"> a. Develop and implement mitigation strategies and activities on all DBCA managed land such as State Forest, Timber Reserves, National Parks, Conservation Parks, Nature Reserves and for Unmanaged Reserves (UMR) and Unallocated Crown land (UCL) outside gazetted townsite boundaries, regional centres and the Perth metropolitan area; and any portions of regional parks that are within these land categories. b. Participate in state-wide arson prevention programs in conjunction with WA Police Force, DFES and local government. c. Contribute to and participate in the development of BRM Plans at the local level. |
| DBCA - Botanic Gardens and Parks Authority | <ul style="list-style-type: none"> a. Develop and implement fire mitigation strategies within its area of responsibility. |
| DBCA - Rottnest Island Authority | <ul style="list-style-type: none"> a. Develop and implement fire mitigation strategies within its area of responsibility. <p>Note: The Rottnest Island Authority has a registered private fire brigade under the <i>Fire Brigades Act 1942</i> to service the fire related preparedness and response needs on the island.</p> |
| Department of Planning, Lands and Heritage (DPLH) | <ul style="list-style-type: none"> a. Implement effective, risk-based land use planning and development policies to preserve life and reduce the impact of bushfire on property and infrastructure (State Planning Policy 3.7 – Bushfire and Planning for Bushfire Guidelines). b. Develop and implement fire mitigation strategies within its area of responsibility. <p>Note: Operational management of Whiteman Park on behalf of the Western Australian Planning Commission.</p> <ul style="list-style-type: none"> c. Provide consultation and consent to relevant stakeholders to conduct mitigation work for Aboriginal heritage sites d. Refer strategic planning proposals and significant development and subdivision applications to DFES for advice on State Planning Policy 3.7 Bushfire. |
| Forest Products Commission (FPC) | <ul style="list-style-type: none"> a. Develop and implement fire mitigation strategies and activities on FPC occupied land. b. Contribute to and participate in the development of BRM Plans at the local level. |

| Organisation | Prevention and Mitigation Responsibilities |
|--------------------------------|--|
| <p>Local government</p> | <ul style="list-style-type: none"> a. Develop and implement fire mitigation strategies for all relevant lands vested in the local government. b. Participate in statewide arson prevention programs in conjunction with WA Police Force, DFES and DBCA. c. Administer day to day provisions of the <i>Bush Fires Act 1954</i> and regulations. d. Prescribe and enforce bushfire prevention measures on all private lands and leaseholds within the local government district. e. Impose harvest and vehicle movement bans. f. Vary the declared restricted and prohibited burning times in response to local conditions. g. Manage fire break and hazard reduction requirements in accordance with the <i>Bush Fires Act 1954</i>. h. Enforcement of <i>Bush Fires Act 1954</i> offences within the local government district. i. Maintain BRM Plans at the local level, as required (refer to Appendix G). j. Participate in DFES community education campaigns. k. Refer strategic planning proposals and development applications to DFES for advice on State Planning Policy 3.7 - Bushfire. |
| <p>WA Police Force</p> | <ul style="list-style-type: none"> a. Facilitate statewide arson prevention programs in conjunction with DFES, DBCA and local governments. |

C2: Preparedness

Appendix Table C2: Preparedness responsibilities

| Organisation | Preparedness Responsibilities |
|--------------|---|
| DFES | <ul style="list-style-type: none"> a. Provide and maintain appropriate and adequate DFES infrastructure, equipment, skilled personnel, plans and programs in preparation for fire emergencies and to support the community in its own preparations for fire emergencies. This may include: <ul style="list-style-type: none"> i. Maintaining, reviewing and updating arrangements and agreements ii. Maintaining and reviewing agency operating procedures iii. Conducting exercises for DFES staff, emergency service volunteers and property owners/occupiers iv. Testing equipment and procedures v. Establishing enhanced mobilisation plans vi. Establishing regional response plans vii. Prepositioning personnel and equipment viii. Conducting joint exercises with DBCA and local governments ix. Servicing street water hydrants inside Gazetted Fire Districts x. Train and maintain response personnel operating on a fire ground to a training standard recommended by the HMA. b. Provide and maintain appropriate support to the community in its own preparations for fire emergencies. This may include: <ul style="list-style-type: none"> i. Developing and implementing fire safety educational campaigns ii. Providing training, resources and information to enhance the State's capability for fire management iii. Receiving and assessing building plans and performance-based building proposals in line with relevant codes, standards and operational requirements iv. Conducting inspection visits of properties (private and public buildings) to review risk and to familiarise operational crews with sites v. Developing Operational Pre-Plans and FES Emergency Response Guides for certain structures and facilities vi. Developing and initiating arson prevention measures in partnership with WA Police Force, local governments and DBCA vii. Managing and publishing Fire Danger Ratings for WA fire weather districts viii. Declaring Total Fire Bans to limit certain activities that may cause a fire. |

| Organisation | Preparedness Responsibilities |
|---|---|
| Airservices Australia (Aerodrome Rescue and Firefighting - ARFF) - Commonwealth Land | <ul style="list-style-type: none"> a. Work with state-based Controlling Agencies to establish arrangements that clearly define response responsibilities in accordance with relevant legislation. |
| Bureau of Meteorology (BoM) | <ul style="list-style-type: none"> a. Participate in community awareness programs on warning systems. b. Collaborate with DFES in the improvement and issuing of public alerts and warning messages. c. Provide a dedicated meteorologist within the State Operations Centre (SOC). d. Prepare briefing products and provide increased analysis of expectant weather to inform critical decisions e. Liaise with DFES, DBCA and local governments should, high, extreme or catastrophic fire weather be expected. |
| DBCA | <ul style="list-style-type: none"> a. Provide and maintain appropriate and adequate infrastructure, equipment, skilled personnel, plans and programs in preparation for fire emergencies, including: <ul style="list-style-type: none"> i. Maintain, review and update arrangements and agreements ii. Maintain and review agency operating procedures iii. Test equipment and procedures iv. Establish an enhanced mobilisation plan v. Preposition personnel and equipment vi. Involve relevant staff in joint exercises with DFES and local governments vii. Train and maintain response personnel operating on a fire ground to a standard no less than the minimum standard (or equivalent) recommended by the HMA. |
| DBCA - Botanic Gardens and Parks Authority | <ul style="list-style-type: none"> a. Develop and implement fire preparedness strategies within its area of responsibility. b. Train and maintain response personnel operating on a fire ground to a training standard (or equivalent) as recommended by the HMA. c. Maintain and enact the MOU between Botanic Gardens and Parks Authority and DFES. |
| DBCA - Rottnest Island Authority | <ul style="list-style-type: none"> a. Develop and implement fire preparedness strategies within its area of responsibility. b. Train and maintain response personnel operating on a fire ground to a standard no less than the minimum standard (or equivalent) recommended by the HMA. <p>Note: The Rottnest Island Authority has a registered private fire brigade under the <i>Fire Brigades Act 1942</i> to service the fire related preparedness needs on the island.</p> |

| Organisation | Preparedness Responsibilities |
|--|--|
| Department of Communities | <ul style="list-style-type: none"> a. Consult with local governments and Emergency Management Agencies, to identify refuge sites and evacuation centres appropriate for the hazards identified within a local government area of responsibility. b. Prepare for the provision of emergency relief and support services as outlined in the State Support Plan – Emergency Relief and Support section 3.2. |
| Department of Defence – Commonwealth Land | <ul style="list-style-type: none"> a. Work with state-based Controlling Agencies to establish arrangements that clearly define response responsibilities in accordance with relevant legislation. |
| Department of Planning, Lands and Heritage (DPLH) – Whiteman Park | <ul style="list-style-type: none"> a. Develop and implement fire preparedness strategies within its area of responsibility. b. Train and maintain response personnel operating on a fire ground to a training standard (or equivalent) as recommended by the HMA. <p>Note: Operational management of Whiteman Park on behalf of the Western Australian Planning Commission. Whiteman Park has a registered private fire brigade under the <i>Bush Fires Act 1954</i> to service the fire related preparedness needs of the park.</p> |
| Forest Products Commission (FPC) | <ul style="list-style-type: none"> a. Develop and implement fire preparedness strategies and activities on FPC occupied land: <ul style="list-style-type: none"> i. Maintain, review and update arrangements and agreements ii. Maintain and review agency operating procedures iii. Establish enhanced mobilisation plans iv. Preposition personnel and equipment v. Involve relevant staff in joint exercises with DFES and local governments vi. Train and maintain response personnel operating on a fire ground to a standard no less than the minimum standard (or equivalent) recommended by the HMA. |

| Organisation | Preparedness Responsibilities |
|-------------------------|---|
| Local government | <ul style="list-style-type: none"> a. Develop and implement fire preparedness strategies within its area of responsibility. b. Provide and maintain appropriate and adequate infrastructure, equipment, skilled personnel, plans and programs in preparation for fire emergencies. c. Maintain, review and update arrangements and agreements. d. Maintain and review local government operating procedures. e. Conduct exercises for local government bush fire brigades. f. Ensure suitable buildings are identified for the purpose of evacuation during an emergency event. g. Maintain equipment and facilities in preparation for fire response. h. Participate in joint exercises with DFES and DBCA, when requested. i. Appoint personnel as required under the <i>Bush Fires Act 1954</i>. j. Train and maintain response personnel operating on a fire ground to a standard no less than the minimum standard (or equivalent) recommended by the HMA. k. Test plans and procedures. l. Participate in exercises with building owners/occupiers and DFES. m. Service street hydrants outside of a Gazetted Fire District. |
| WA Police Force | <ul style="list-style-type: none"> a. Participate in the development of emergency management arrangements. b. Participate in joint exercises with DFES, DBCA and local government when requested. |

C3: Response

Appendix Table C3: Response responsibilities

| Organisation | Response Responsibilities |
|--------------|---|
| DFES | <ul style="list-style-type: none"> a. Manage triple zero (000) calls for fire. b. Respond to fires within its areas of responsibility and appoint an IC. c. With DBCA, implement joint coordination and management of the State Bushfire Pre-Formed Incident Management Teams in accordance with management guidelines and business rules agreed to by both agencies. d. With DBCA, manage the State Air Operations Desk to coordinate and support aerial suppression operations. e. Authorise a bush fire liaison officer or another person to take control of all operations at a fire, in accordance with the provisions of section 13 of the <i>Bush Fires Act 1954</i>. f. Upon a Level 3 declaration and the appointment of an IC under section 13 of the <i>Bush Fires Act 1954</i>, DFES will assume Controlling Agency status for fires outside of Gazetted Fire Districts. g. Complete a Change in Controlling Agency Form and notify DFES State Operations every time there is a change of control to or from DBCA/ local government and DFES. h. The HMA (FES Commissioner) may make an emergency situation declaration for an area of the state and exercise emergency powers under Part 6 of the <i>Emergency Management Act 2005</i>. i. Manage systems and procedures relating to public information and the dissemination of public information and warnings for DFES, DBCA and local government-controlled fires. j. Manage public information for all Level 3 fires. k. Mobilise appropriate incident response personnel and equipment. l. Consider requests for DFES support for fires for which DBCA or local government are the Controlling Agency. m. Consider requests for DFES support for fires on Commonwealth land where ARFF or other firefighting resources are present. n. Provide a liaison officer or IMT representative for fires in mixed DFES/DBCA or DFES/local government areas of responsibility or where DFES resources are working with other Controlling Agency or Commonwealth response resources. o. Assist in determining the origin and cause of the fire within their area of responsibility. |

| Organisation | Response Responsibilities |
|--|--|
| <p>Airservices Australia - ARFF - Commonwealth Land</p> | <ul style="list-style-type: none"> a. Where there is a legislative requirement for the provision of ARFF on Commonwealth land, ARFF are to respond to fires within their area of responsibility and assume control in accordance with Air Services Regulations 2019 Division – 4. b. Conduct operations to rescue people or property from, or to protect people or property threatened because of, an aircraft fire, aircraft accident or aircraft incident at or in the vicinity of an aerodrome. c. Conduct operations to protect people or property threatened by a fire, accident or incident (other than an aircraft fire, aircraft accident or aircraft incident) in an area of an aerodrome connected with, or used for the purposes of, activities related to aviation. d. Give priority to operations that are conducted at an aerodrome or within 1000m of the boundary of any aerodrome. e. Work with state-based Controlling Agencies in accordance with legislative requirements and pre-established response arrangements. f. Provide a liaison officer or IMT representative for fires where state-based Controlling Agency resources are working with ARFF response resources. |
| <p>DBCA</p> | <ul style="list-style-type: none"> a. Respond to bushfires on all DBCA managed land and appoint an IC. b. Assume the role of Controlling Agency where required in accordance with this plan. c. With DFES, implement joint coordination and management of the State Bushfire Pre-Formed Incident Management Teams in accordance with management guidelines and business rules agreed between the agencies. d. With DFES, manage the State Air Operations Desk to coordinate and support aerial suppression operations. e. Manage public information release for all Level 1 and 2 fires under its control. f. Consider requests for DBCA support for fires for which DFES or local government are the Controlling Agency. g. Complete a Change in Controlling Agency Form and notify DFES State Operations when transferring control to or from a local government under section 45A of the Bush Fires Act. h. Provide a liaison officer or IMT representative for fires in mixed DBCA/DFES or DBCA/local government areas of responsibility or where DBCA resources are working with other Controlling Agency response resources. i. Coordinate DBCA State resources and assist with planning for major bushfire incidents through the presence of a DBCA State Commander in the DFES SOC. |
| <p>DBCA's Botanic Gardens and Parks Authority</p> | <ul style="list-style-type: none"> a. Respond to fires within its areas of responsibility. b. Provide a liaison officer to support DFES response. c. Act in accordance with the Botanic Gardens and Parks Authority and DFES MOU. |

| Organisation | Response Responsibilities |
|--|--|
| DBCA's Rottnest Island Authority | <p>a. Respond to fires within its area of responsibility and appoint an IC.</p> <p>Note: The Rottnest Island Authority has a registered private fire brigade under the <i>Fire Brigades Act 1942</i> to service the fire response needs on the island.</p> |
| Department of Communities | <p>a. Work with local governments and the Controlling Agency to identify suitable evacuation centers.</p> <p>b. Coordinate the delivery of Emergency Relief and Support services to the affected community.</p> <p>c. Work with Controlling Agencies to facilitate the provision of public information at evacuation centers.</p> |
| Department of Defence – Commonwealth Land | <p>a. Work with state-based Controlling Agencies in accordance with legislative requirements and pre-established response arrangements</p> <p>b. Provide a liaison officer or IMT representative for fires where state-based Controlling Agency resources are working on Department of Defence land and/or with Department of Defence personnel.</p> |
| DPLH – Whiteman Park | <p>a. Respond to fires within Whiteman Park.</p> <p>Note: Whiteman Park has a registered private fire brigade under the Bush Fires Act to service the fire response needs of the park.</p> <p>b. Provide a liaison officer to support DFES response to Whiteman Park.</p> <p>c. Provide advice and consent (as applicable) to conduct fire suppression activities on or near Aboriginal heritage sites.</p> |
| FPC | <p>a. Respond to bushfires on FPC managed land consistent with agreed arrangements with DBCA.</p> <p>b. Provide assistance in the form of equipment and personnel to DFES and/or local government where they have the operational capacity to do so.</p> |

| Organisation | Response Responsibilities |
|--------------------------------|--|
| <p>Local government</p> | <ul style="list-style-type: none"> a. Respond to fires within its area of responsibility and appoint an IC. b. Assume the role of Controlling Agency where required in accordance with this plan. c. Manage public information release for all Level 1 and 2 fires under its control. d. Where appropriate and resources permit, participate in State Bushfire Pre-Formed Incident Management Teams in accordance with agreed management guidelines and business rules. e. Consider requests for support for fires for which DBCA or DFES are the Controlling Agency. f. Complete a Change in Controlling Agency Form and notify DFES State Operations when transferring control to or from DBCA under section 45 and 45A of the Bush Fires Act. g. Provide a liaison officer or IMT representative for fires in mixed local government/DFES or local government/DBCA areas of responsibility or where local government resources are working with other Controlling Agency response resources. h. Investigate breaches of the Bush Fires Act. |
| <p>WA Police Force</p> | <ul style="list-style-type: none"> a. Provide a WA Police Force representative as appropriate to assist the IMT in the provision of a coordinated response. b. Undertake the duties of the Local / District / State Emergency Coordinator as required. c. Provide liaison officers/representation to any ISG/OASG/AHLG and/or SECG as appropriate. d. Assist with evacuation. e. Assist with the management of traffic or persons at or near the scene of an incident, and/or facilitating the movement of emergency vehicles on request. f. Maintain public order where required. g. Assists the HMA, Controlling Agency and other relevant agencies in determining the origin and cause of a fire. h. In the event of mass casualties, provide Disaster Victim Identification. |

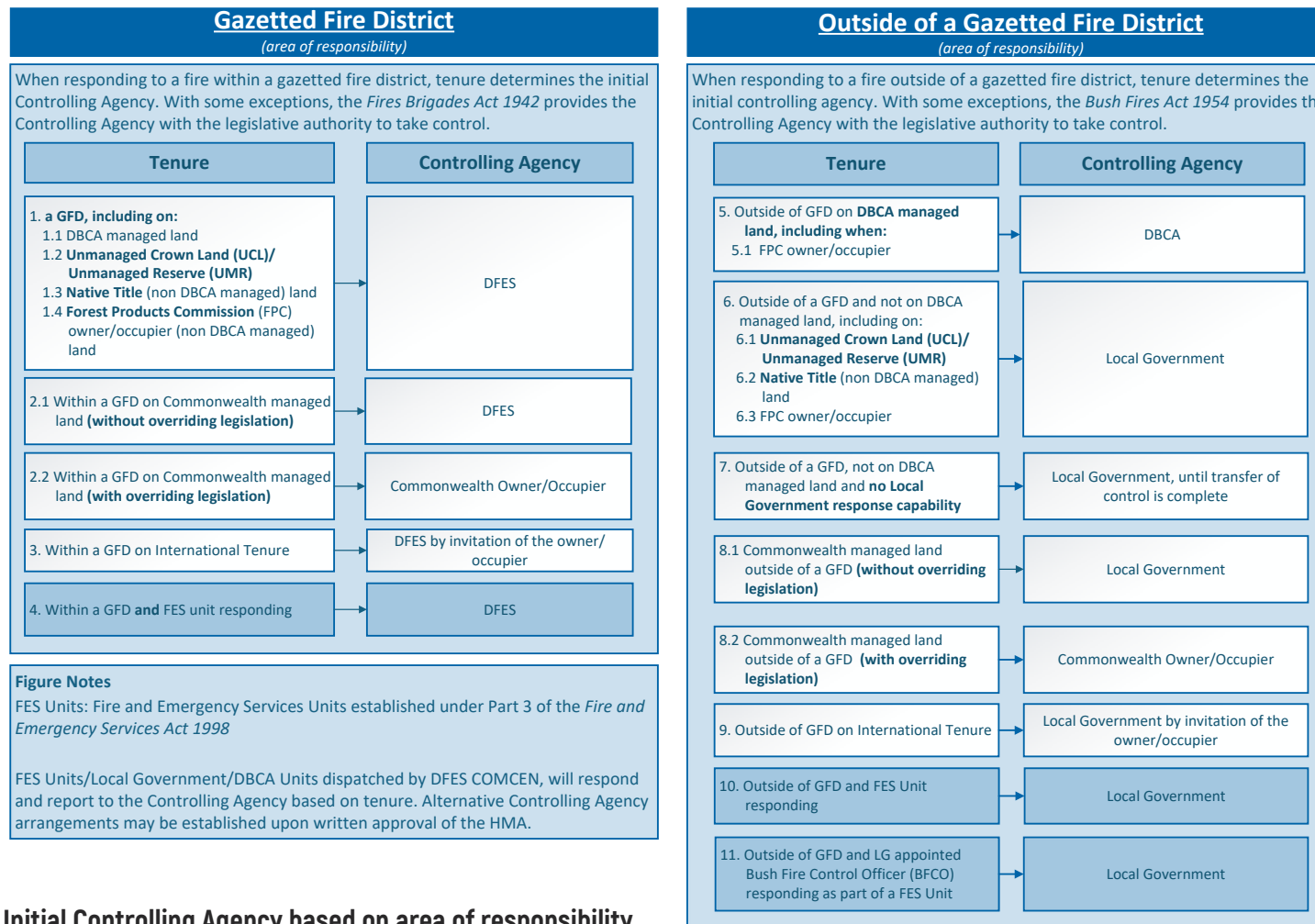
C4: Recovery

Appendix Table C4: Recovery Responsibilities

| Organisation | Recovery Responsibilities |
|--|--|
| All | All agencies are to comply with their responsibilities identified in the State Emergency Management Policy section 6 and State Emergency Management Plan section 6. Refer to section 5 Recovery in this Plan. |
| DFES, local government, DBCA (when Controlling Agency) | <p>a. The Controlling Agency is responsible for the commencement of recovery activities outlined in the State EM Plan section 6.2.1. This includes, but is not limited to:</p> <ul style="list-style-type: none"> i. including the Local Recovery Coordinator and others with recovery responsibilities in the incident management arrangements (ISG and OASG) ii. where required, notifying the State Recovery Coordinator iii. where required, coordinating the completion of an Impact Statement prior to the transfer of responsibility for management of recovery to the affected local government(s). |
| Local government | a. Manage recovery following an emergency affecting the community in its district as outlined in State EM Policy section 6.3 and State EM Plan section 6.5. |
| Department of Communities | <p>a. Where activated, coordinate the emergency relief and support components of recovery for people affected by the emergency.</p> <p>b. Contribute to the planned transition from response-led to recovery-led operations.</p> |

Appendix D: Initial Controlling Agency for Response by Area of Responsibility

This appendix provides examples and guidance on the initial Controlling Agency for Response based on their legislative area of responsibility. The examples provided are not exhaustive as there are many exceptions to controlling agency arrangements both within and outside of a Gazetted Fire District (GFD). It remains incumbent on all Controlling Agencies to understand their respective areas of responsibility. The transfer of control process is further described in Appendix E.



Appendix Figure D1: Initial Controlling Agency based on area of responsibility

Please print on A3 to pass print accessibility.

Appendix E: Transfer of Control

E1: Transfer of control to DFES

When circumstances change during a fire initially controlled by DBCA or a local government, a request for the transfer of control to DFES may occur. The FES Commissioner may authorise a person under section 13(4) or 13(5)(b) of the Bush Fires Act to take control of the incident.

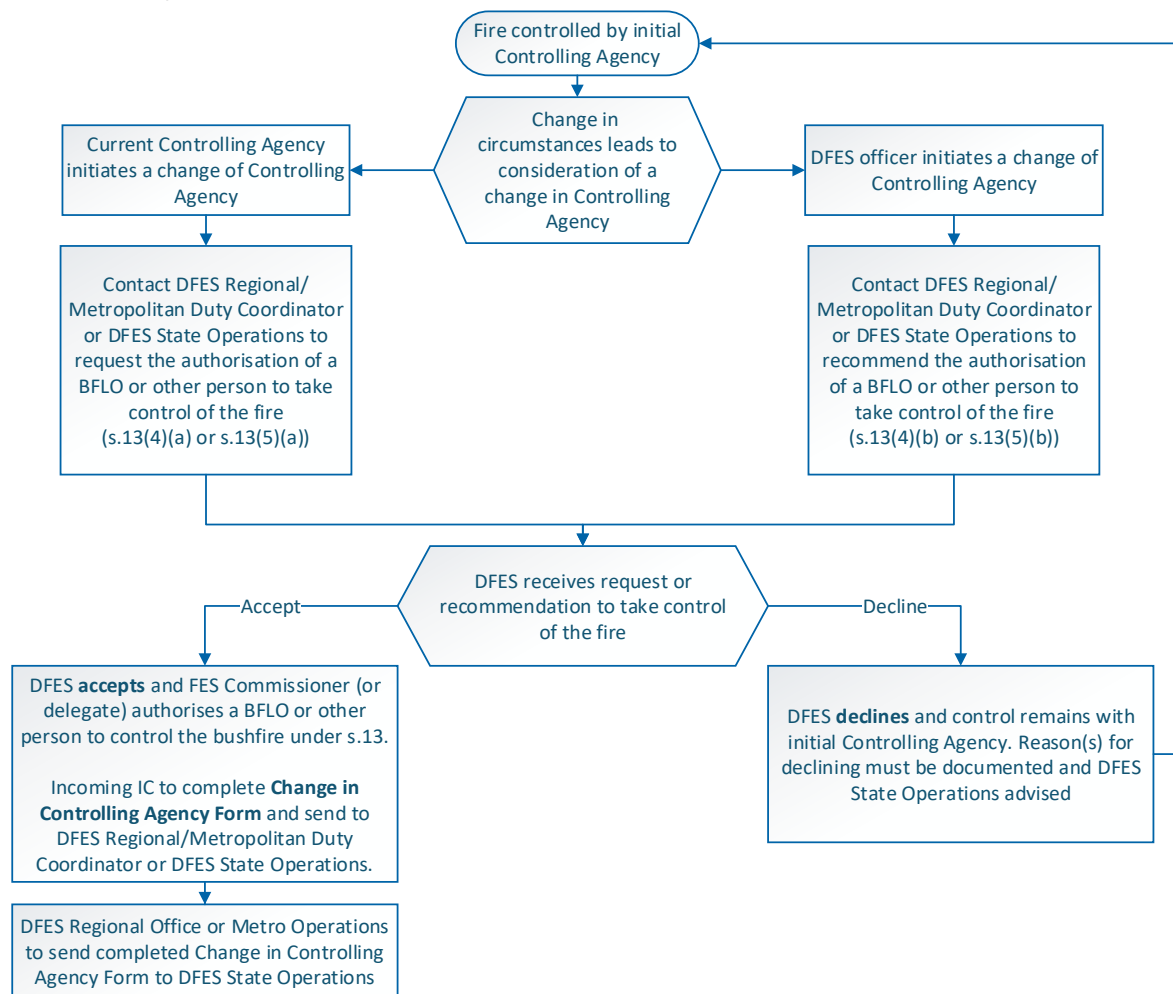


Figure Notes: Within this figure, all sections mentioned refer to the *Bush Fires Act 1954*.

As described within section 4.4 Transfer of Control, there are several exceptions to the transfer of control process to DFES, including:

- Once a fire is declared a Level 3 incident and/ or there is a need for an emergency situation or state of emergency declaration, then control is assigned to DFES.
- A Change in Controlling Agency Form is not required when the HMA has approved, in writing, the establishment of specific Controlling Agency arrangements with the local government.
- More than one person can be appointed under section 13 of the Bush Fires Act provided that the duration column specifies the time and circumstances of appointment and there is no overlap.

IC/Controlling Agency must request cancellation of appointment once deemed no longer necessary.

All requests are processed via DFES State Operations (District Officer State Situation).

Appendix Figure E1: Transfer of Control from DBCA or local government to DFES

Please print this page on A3 to pass print accessibility standards.

E2: Transfer of control between a local government and DBCA

When circumstances change during a fire initially controlled by DBCA or a local government, the transfer of control may be requested between a local government and DBCA under sections 45A and 45 of the Bush Fires Act.

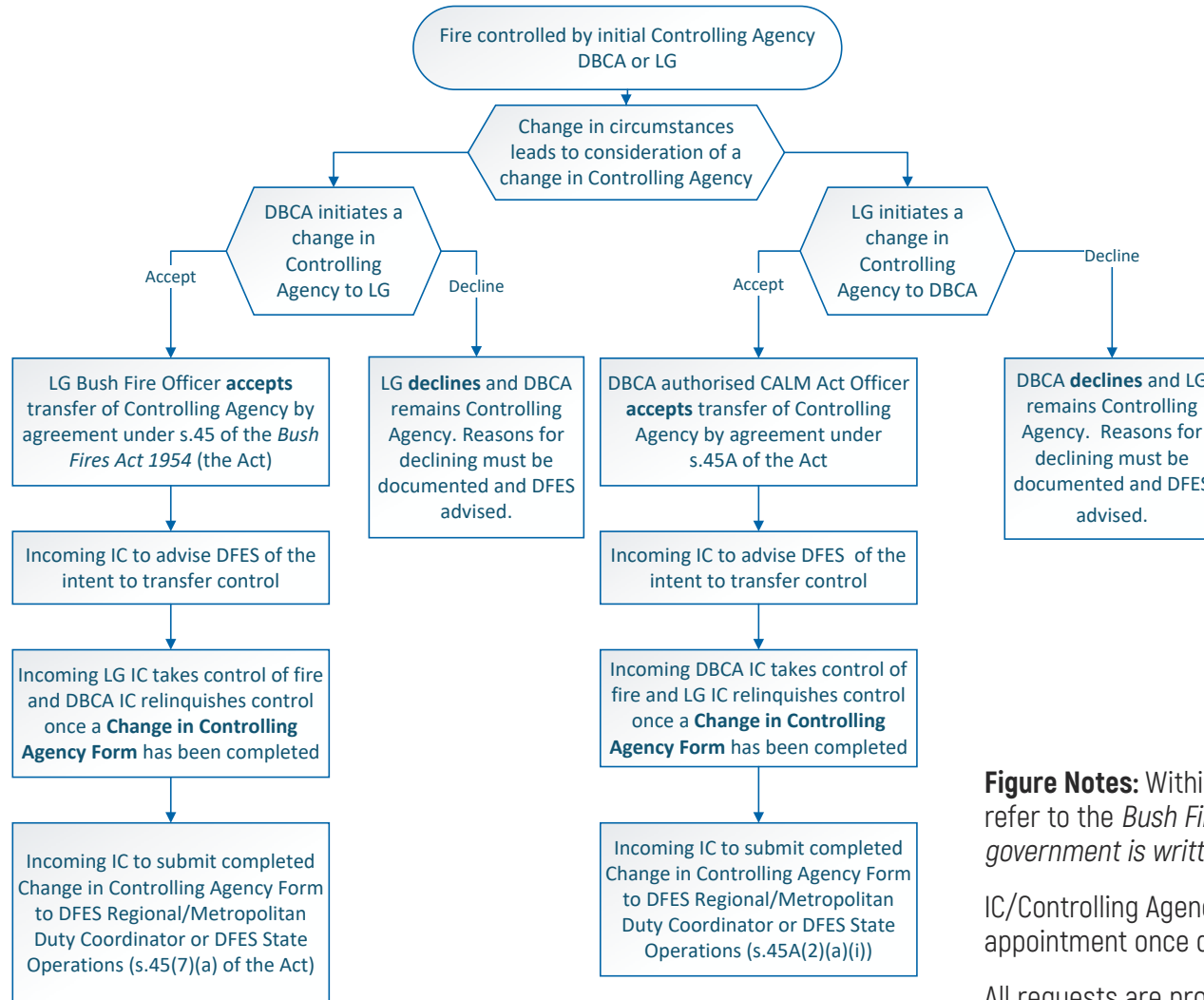


Figure Notes: Within this figure, all sections mentioned refer to the *Bush Fires Act 1954 (the Act)* and local government is written as LG.

IC/Controlling Agency must request cancellation of appointment once deemed no longer necessary.

All requests are processed via DFES State Operations (District Officer State Situation).

Appendix Figure E2: Transfer of Control between DBCA and local government

Please print this page on A3 to pass print accessibility standards.

Appendix F: Incident Levels

Appendix Table F1: Typical conditions and actions required for incident levels by the relevant Controlling Agency/Incident Controller

| Incident Level | Typical Conditions | Actions Required |
|--|---|---|
| <p>Level 1 fire incidents have a low level of complexity.</p> <p>Note: All fire incidents are regarded as Level 1 unless declared otherwise.</p> | <ul style="list-style-type: none"> • there are no significant issues • there is a single or limited multi-agency response (day-to-day business) • the incident area is limited in extent (i.e. to one jurisdiction or district) • the response duration is within a single shift • resources can be sourced from one local government district • there is minimal impact on critical infrastructure • there is minimal impact on the community (social, built, economic and natural) • the incident can be managed by a Controlling Agency IMT only • there is low potential for incident escalation to Level 2. | <ul style="list-style-type: none"> • Notify DFES COMCEN. • Consider if a transfer of control is required. DBCA and local government can transfer control of bushfires to one another under sections 45 and 45A of the Bush Fires Act. This can be by verbal agreement, as long as it is recorded, and confirmed by completing a Change in Controlling Agency Form as soon as reasonably practicable. • Consider the establishment of an Incident Support Group (ISG). • Activate State Support Plan - Emergency Relief and Support as required. • DFES District Officer State Situation, ROC/RDC, or MOC/MDC to be notified on each occasion where transfer of control has occurred. |

| Incident Level | Typical Conditions | Actions Required |
|---|---|---|
| <p>Level 2 fire incidents have a medium level of complexity.</p> | <ul style="list-style-type: none"> • requires a multi-agency response • requires coordination of multi-agency resources • has a duration covering multiple shifts • may require delegation of a number of IMT functions • resources need to be sourced from district or State level • there are multiple incident areas • the incident involves multiple hazards • there is a medium - actual or imminent impact on critical infrastructure • there is a medium impact on the community (social, built, economic and natural) • there is potential for the incident/ or a requirement to be declared an 'Emergency Situation. | <ul style="list-style-type: none"> • Notify DFES COMCEN. • Complete an Incident Level Declaration form in accordance with State Emergency Management Response Procedure 4.2. • Undertake deliberate assessment of incident's potential impact against State Strategic Control Priorities, in line with section 4.1.5 of this Plan. • Consider if a transfer of control is required. DBCA and local government can transfer control of bushfires to one another under sections 45 and 45A of the Bush Fires Act. This may be verbal agreement, as long as it is recorded, and confirmed by completing a Change in Controlling Agency Form as soon as reasonably practicable. • DFES District Officer State Situation, ROC/RDC or MOC/MDC to be notified of any situations where transfer of control has occurred. • Consider if additional resources are required. Pre-established or pre-formed interagency IMTs may be utilised if required and available. • Provide an Incident Situation Report to the HMA and the relevant Local or District emergency coordinator. • Consider the establishment of an ISG. • Activate State Support Plan - Emergency Relief and Support as required. • DFES ROC/MOC to be established and available. All reporting and coordination of resourcing through DFES ROC/MOC to SOC. • Fire status to be regularly reported to DFES ROC/RDC or MOC/MDC including changes in incident status, values at risk and resourcing. • If the incident has the potential to escalate to a Level 3 incident, the Controlling Agency must contact the FES Commissioner as HMA (or delegate). • Consider establishing an Operational Area Support Group (OASG). <p>FES Commissioner as HMA (or delegate) may:</p> <ul style="list-style-type: none"> • Appoint an Operational Area Manager (OAM) to undertake strategic management <p>FES Commissioner as HMA (or delegate) is required to:</p> <ul style="list-style-type: none"> • contact the State Emergency Coordinator to advise them of the current situation, the potential Level 3 declaration, discuss activation of the State Emergency Coordination Group, and consider the potential for an emergency situation declaration. |

| Incident Level | Typical Conditions | Actions Required |
|--|---|--|
| <p>Level 3 fire incidents have a high level of complexity</p> | <ul style="list-style-type: none"> • requires significant coordination of a multi-agency response • there is a protracted response duration • may require delegation of all IMT functions • evacuation and/or relocation of community is required • there is a significant impact on community (social, built, economic and natural) • there is an actual or potential loss of life or multiple, serious injuries • resources need to be sourced from State, National and even International level • a declaration of an 'Emergency Situation' or 'State of Emergency' is likely. | <ul style="list-style-type: none"> • Notify DFES COMCEN. • Undertake deliberate assessment of incident's potential impact against State Strategic Control Priorities, in line with section 4.1.5 of this Plan. • Complete an Incident Level Declaration form in accordance with State Emergency Management Response Procedure 4.2. • DFES will assume control for all Level 3 Fires and complete a Change in Controlling Agency Form (if necessary). • Utilise pre-formed interagency Level 3 IMTs, if appropriate. • Establish an ISG. • Activate State Support Plan - Emergency Relief and Support as required. • Consider establishing an OASG. • Establish a DFES ROC/MOC and SOC, with all reporting and coordination of resourcing through DFES ROC/MOC to SOC. • Notify the State Recovery Coordinator (State Emergency Management Plan section 6.4.). • Provide appropriate notification of cessation of response operations to assist in the management of residual hazards. <p>FES Commissioner as HMA (or delegate) may:</p> <ul style="list-style-type: none"> • Appoint an OAM to undertake strategic management. <p>FES Commissioner as HMA (or delegate) required to:</p> <ul style="list-style-type: none"> • Contact the State Emergency Coordinator to advise of a Level 3 declaration, discuss activation of the State Emergency Coordination Group and consider the potential for an emergency situation declaration. |

Appendix G: Local Governments Required to Develop a Bushfire Risk Management Plan

State Emergency Management Prevention and Mitigation Procedure 2.1 allows for HMAs to assign specialised Emergency Risk Management planning requirements within their respective State Hazard Plans.

The following local governments have been identified as having high or extreme bushfire risk and must maintain an OBRM endorsed a Bushfire Risk Management (BRM) Plan as described in section 2.2.1 of this plan:

- Augusta–Margaret River, Shire of
- Albany, City of
- Armadale, City of
- Beverley, Shire of
- Boddington, Shire of
- Boyup Brook, Shire of
- Bridgetown–Greenbushes, Shire of
- Bunbury, City of
- Busselton, City of
- Capel, Shire of
- Carnamah, Shire of
- Chittering, Shire of
- Cockburn, City of
- Collie, Shire of
- Coorow, Shire of
- Dandaragan, Shire of
- Dardanup, Shire of
- Denmark, Shire of
- Donnybrook-Balingup, Shire of
- Esperance, Shire of
- Gingin, Shire of
- Gosnells, City of
- Greater Geraldton, City of
- Harvey, Shire of
- Irwin, Shire of
- Jerramungup, Shire of
- West Arthur, Shire of
- Kalamunda, Shire of
- Kwinana, City of
- Mandurah, City of
- Manjimup, Shire of
- Mundaring, Shire of
- Murray, Shire of
- Nannup, Shire of
- Northam, Shire of
- Northampton, Shire of
- Plantagenet, Shire of
- Ravensthorpe, Shire of
- Rockingham, City of
- Serpentine-Jarrahdale, Shire of
- Swan, City of
- Toodyay, Shire of
- Wanneroo, City of
- Waroona, Shire of
- York, Shire of

