

BUSHFIRE RISK MANAGEMENT PLAN



June 2024

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Document Endorsements

This Bushfire Risk Management Plan has been endorsed by the Office of Bushfire Risk Management as consistent with the standards detailed in the *Guidelines for Preparing a Bushfire Risk Management Plan 2023*.

The approval of the Bushfire Risk Management Plan by Shire of Boyup Brook Council signifies support of the plan's implementation and commitment to working with risk owners to manage bushfire risk. Approval does not signify acceptance of responsibility for risk, treatments or outcomes on land that is not managed by the Shire of Boyup Brook.

Local Government	Representative	Signature	Date
Shire of Boyup Brook	Leonard Long - CEO		

Publication Information

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1. Administration

1.1 Background

This Bushfire Risk Management (BRM) Plan provides contextual information to inform a structured approach to identifying, assessing, prioritising, monitoring and treating bushfire risk. The BRM Plan has been prepared by Shire of Boyup Brook, encompasses all land within the Shire of Boyup Brook and has been written on behalf of all stakeholders within that area. The BRM Plan is informed by consultation and communication with land and asset managers that has occurred throughout its development to ensure an informed and collaborative approach to managing bushfire risk.

The BRM plan has been prepared with due consideration of the requirements stated in the Guidelines for Preparing a Bushfire Risk Management Plan (the Guidelines) published by the Office of Bushfire Risk Management (OBRM) including the principles described in ISO 31000:2018 Risk Management.



1.2 Objective of the Bushfire Risk Management Planning Program

The BRM planning program supports local governments to reduce the threat posed by bushfire. The Shire of Boyup Brook BRM Plan will contribute to achieving the objective of the BRM program by:

- Guiding and coordinating a cross-tenure, multi-stakeholder approach to BRM planning.
- Facilitating the effective use of the financial and physical resources available for BRM activities.
- Supporting integration between risk owners, strategic objectives and tactical outcomes.
- Documenting processes that are used to monitor and review the implementation of treatments to ensure risk is managed to an acceptable level.



Figure 1: Components of the Bushfire Risk Management planning process.

1.3 Legislation, Policy and Standards

The following Legislation, policy and information were applicable in the development and implementation of this BRM Plan:

- *Bushfires Act 1954*.
- *Emergency Management Act 2005*.
- Shire of Boyup Brook Strategic Community Plan 2017-2027

- Shire of Boyup Brook Corporate Business Plan 2024
- Shire of Boyup Brook Local Planning Strategy 2023-2038
- Shire of Boyup Brook Local Emergency Management Arrangements 2024-29
- Shire of Boyup Brook Annual Firebreak and Fire Hazard Notice
- Shire of Boyup Brook Emergency Information Booklet
- Shire of Boyup Brook Community Contacts Directory.
- Shire of Boyup Brook Brigade Contacts and Information 2024-25 Season

2. Risk Management Planning Process

The BRM planning process is a cycle of understanding the context and assessing and treating risks. **Figure 2**. Each of these steps is informed by communication and consultation and supported by monitoring and review. The three products produced during the BRM planning process are the BRM Plan, Asset Risk Register and Treatment Schedule.

Further details on the guiding principles and process for the development of this plan can be found in Chapter 2 of the Guidelines.

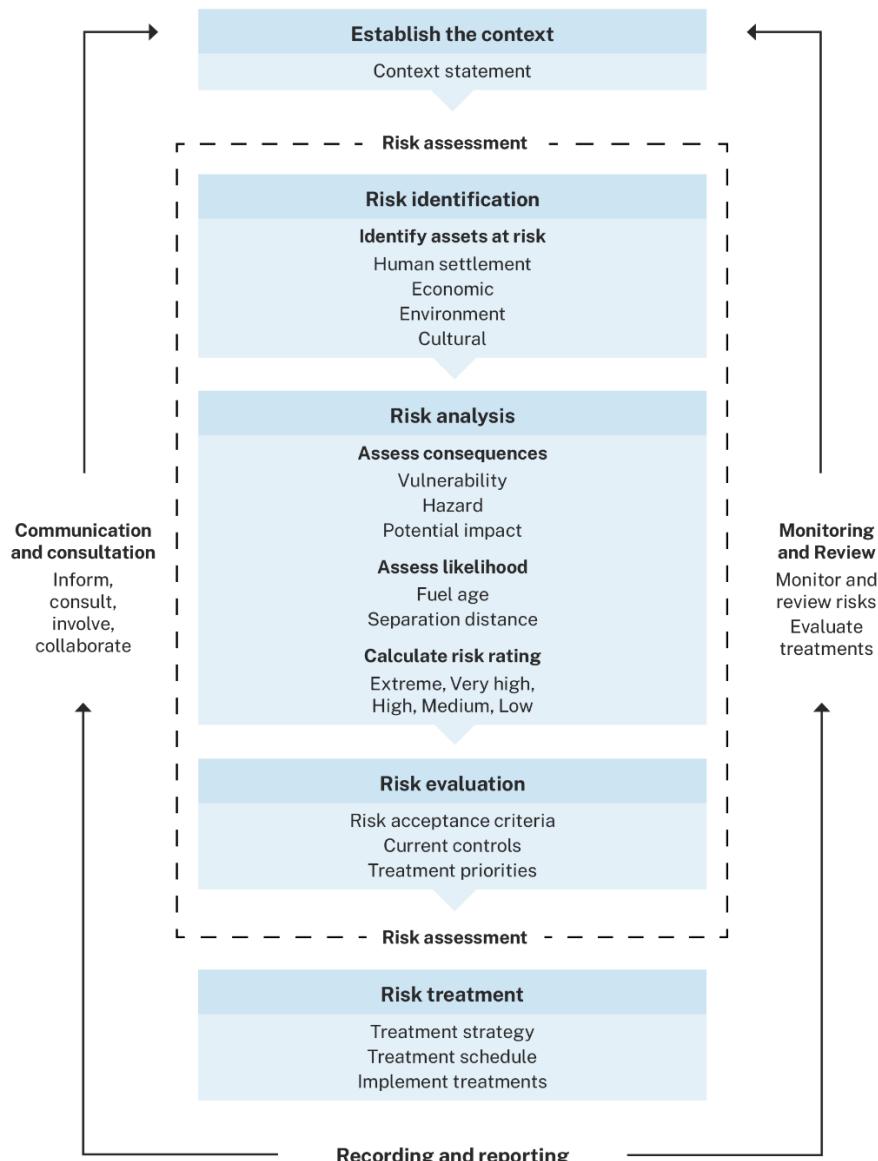


Figure 2. The Bushfire Risk Management Planning Process.

2.1 Roles and Responsibilities

The roles and responsibilities of the key stakeholders involved in the development of the BRM PLAN are outlined in **Table 1**.

Table 1. Roles and responsibilities in the Bushfire Risk Management Plan (BRM PLAN) planning process.

Stakeholder*	Roles and responsibilities
Local government	<p>Custodian of the BRM Plan.</p> <p>Coordinate the development and ongoing review of the BRM Plan.</p> <p>Undertake bushfire risk assessment of local government area.</p> <p>Submit the draft BRM Plan to OBRM for review and endorsement.</p> <p>Develop and implement a Treatment Schedule for local government managed land.</p> <p>Encourage risk owners to treat identified risks.</p>
DFES	<p>Contribute to the development and implementation of the BRM Plan.</p> <p>Facilitate involvement of state and federal government agencies in the BRM planning process.</p> <p>Undertake treatments on Unmanaged Reserves and Unallocated Crown Land within gazetted town sites.</p> <p>By agreement, implement treatment strategies for other land managers.</p> <p>Endorse BRM Plans as consist with the Guidelines, BRM Program and dynamic risk environment.</p> <p>Administer the Mitigation Activity Fund Grants Program.</p>
Department of Biodiversity, Conservation and Attractions (DBCA)	<p>Contribute to the development of the BRM Plan.</p> <p>Implement their treatment program on DBCA managed land.</p> <p>Provide advice on environmental assets and appropriate treatment strategies for their protection.</p>
Department of Planning, Lands and Heritage	<p>Identify managed assets.</p> <p>Provide advice on management of Aboriginal Cultural Heritage.</p>
Other State and Commonwealth Government agencies and public utilities	<p>Identify managed assets.</p> <p>Provide advice on current risk treatment programs.</p> <p>Contribute to the development of BRM Plans.</p> <p>Undertake treatments on lands they manage.</p>
Corporations and private landowners	<p>Identify managed assets.</p> <p>Provide advice on current risk treatment programs.</p>

Stakeholder*	Roles and responsibilities
	Undertake treatments on lands they manage.

2.2 Communication and Consultation

Shire of Boyup Brook has implemented robust communication and consultation processes to effectively manage bushfire risk. **Appendix C**. By fostering open dialogue with stakeholders, including residents, first responders, and industry representatives, the Shire ensures that risk assessments and treatment plans are informed by diverse perspectives and community needs. Regular communication is vital in building community resilience, facilitating rapid response to emergencies, and safeguarding heritage, environmental and economic assets.



3. Establishing the Context

3.1 Strategic and Corporate Framework

Shire of Boyup Brook recognises the ongoing threat of bushfire and its potential impact on our community. This context statement outlines the key political, economic, social and environmental factors that influence bushfire risk and its management within the Shire.

The Shire's vision, as reflected in its strategic community plan, is to be a "safe, vibrant, and sustainable community." The BRM Plan directly supports this vision by prioritising public safety through minimising bushfire risk to life and property. It fosters a culture of self-reliance by empowering residents through education and preparedness measures, ultimately enhancing community resilience. Additionally, the plan incorporates environmental considerations into fire risk management strategies, contributing to long-term ecosystem health and promoting overall sustainability.

The BRM Plan will be integrated with existing relevant strategies, such as the Shire's Local Emergency Management Arrangements (LEMA) and Asset Management Plan. This integrated approach ensures a holistic strategy for risk management and resource allocation.

The BRM Plan also forms an integral component of the Shire's broader emergency management framework. Key linkages and interactions exist with the Local Emergency Management Committee (LEMC) and the Bush Fire Advisory Committee (BFAC). The BRM Plan informs the LEMC's overall emergency preparedness and response strategy, while the LEMC will provide guidance and oversight for the implementation of the BRM Plan. The BFAC will play a crucial role in informing the development and ongoing review of the BRM Plan by providing expert advice on fire risk assessment, mitigation strategies, and community education programs.

The BRM Plan defines the roles and responsibilities of internal and external stakeholders. The Shire's role includes providing community driven direction, resource allocation, and ensuring the plan's ongoing review and implementation. The Shire Executive and Emergency Management team will oversee the BRM Plan's execution, prioritising alignment with strategic objectives and efficient resource allocation. Specific staff members will be designated with responsibilities for plan implementation, risk assessments, mitigation activities, and community engagement.

Through ongoing communication and collaboration, the BRM Plan, LEMC, and BFAC will work together to create a comprehensive and coordinated approach to bushfire risk management in the Shire of Boyup Brook. This integration ensures a cohesive approach that aligns with the Shire's strategic vision and objectives while leveraging the expertise of relevant committees and staff.



Figure 3. Emergency Management Strategic Framework – Boyup Brook.

3.2 Land Use and Tenure

The Shire of Boyup Brook is nestled in Western Australia's Southwest region, approximately 270 kilometres southeast of Perth. Encompassing an area of 2,838 square kilometres, this local government area is steeped in history and serves as a vibrant centre for agriculture and industry: **Figure 4**. The Shire of Boyup Brook presents a diverse environment with unique characteristics across groundwater, surface water, landforms, and vegetation.

The varied topography influences agricultural practices throughout the Shire. Additionally, plantations of pine trees and blue gums are establishing themselves as a growing land use within the Shire. These plantations are typically managed by private forestry companies.

The *Boyup Brook Town Planning Scheme No. 2* sets out the obligations for new land use and development. A majority of the Shire is considered rural. These land uses and tenures inform the key stakeholders involved in the BRM Plan, including farmer associations, forestry companies and conservation groups.

The Shire of Boyup Brook is responsible for management of 2.5% of land within the shire comprising of 6,983 hectares (*ha*). The Department of Biodiversity, Conservation and Attraction (DBCA) manage approximately 25% (69,830*ha*) of the total land area. DFES manage approximately 211*ha* (0.07%) of Unmanaged Crown Land (UCL) and Unmanaged Reserves (UMR) within gazetted town site boundaries across the Shire.

Table 2. Summary of land management responsibilities within the Shire of Boyup Brook.

Land Manager	Local Government Area (%)
Local Government	1.5
Private	67.9
Department of Biodiversity, Conservation and Attractions	26.4
Department of Planning, Lands and Heritage	1.1
Other – including Department of Fire and Emergency Services	3.1
Total	100

Source: DFES 2024.

The Shire of Boyup Brook Local Planning Strategy 2023-2038 (the Strategy) plays a crucial role in managing the potential risks associated with bushfires, particularly as the Shire plans for future growth and development. Large, designated areas for Rural Small Holdings, identified in the Structure Plan, may face challenges due to access limitations and difficulty in complying with bushfire risk mitigation guidelines. The Strategy acknowledges this and aims to manage subdivision and development in a way that minimises risks associated with bushfire-prone vegetation.

The Strategy prioritises:

- Public safety.
- Adherence to regulations.
- Adherence to the State Planning Policy 3.7 (SPP 3.7); and
- Risk-based planning to reduce the impact of bushfires on life, property, and infrastructure.

The Strategy considers the specific bushfire risks within the Shire, with particular focus on the Boyup Brook townsite and surrounding settlements. The Strategy aims to create a safe and sustainable future for the Shire: **Figure 4**.

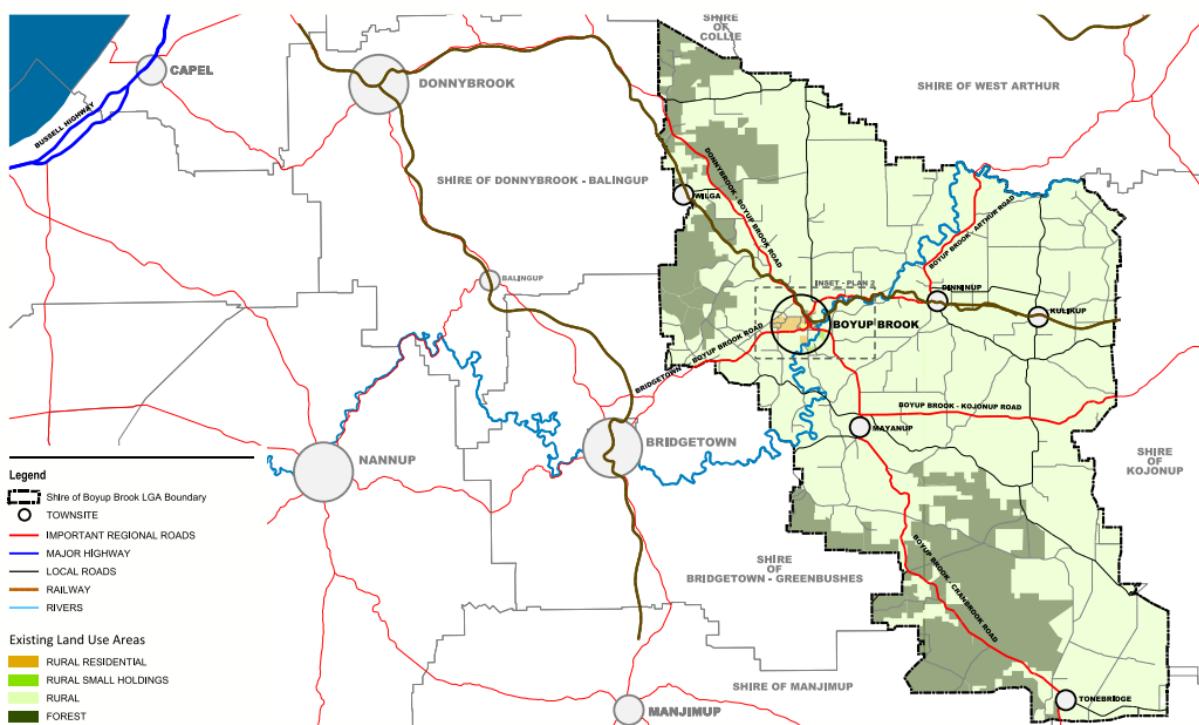


Figure 4. Shire of Boyup Brook Urban, Townsite, Rural and Forest environments.

The town of Boyup Brook serves as a pivotal agricultural service centre, supporting the region's primary producers. A robust network of secondary industries, such as manufacturing and tertiary sectors, including commerce and government services, complements the town's economic foundation. A variety of businesses catering specifically to the agricultural sector, including machinery dealerships, supply outlets, livestock agencies, transportation services, Shearing contractors, and real estate firms, are integral to the town's economic vitality.

Road Infrastructure

The Shire's Road Infrastructure comprises a network of 841.45 kilometres of unsealed roads and 184.09 kilometres of sealed roads, interconnected by 18 bridges. Of these bridges, 15 are constructed from timber, one is a steel-concrete composite, one is a timber hybrid, and one is prestressed concrete.

The specific impact of a bushfire on roads and bridges within the Shire of Boyup Brook would depend on the severity and location of the fire. Local authorities, such as the Shire of Boyup Brook, Main Roads WA, and the DFES, would be responsible for assessing the damage and implementing appropriate measures to ensure public safety and maintain essential services.

3.3 Community Demographics and Values

Boyp Brook, offers a distinct lifestyle centred around a close-knit community and a slower pace of life. Residents enjoy a strong sense of belonging, evident in their mutual support and the numerous community events held throughout the year, such as the Blackwood River Marathon, Boyup Brook Rodeo and the Country Music Festival.

The 2021 census describes a population of 1,874 for the Shire, an increase of 257 people since the 2011 census. The Shire's demographics consist of 947 males and 927 females with 1081 (58%) persons of working age. It is estimated there are 43 Aboriginal and Torres Strait Islander people living in the area. The census also identified 86 people need assistance with core activities.

The core demographic of Boyup Brook leans towards an older population, with 714 (38%) people over the age of 55: **Figure 5**. This is reflected as an issue with an aging workforce and volunteer base, including those involved with the local bushfire brigades.

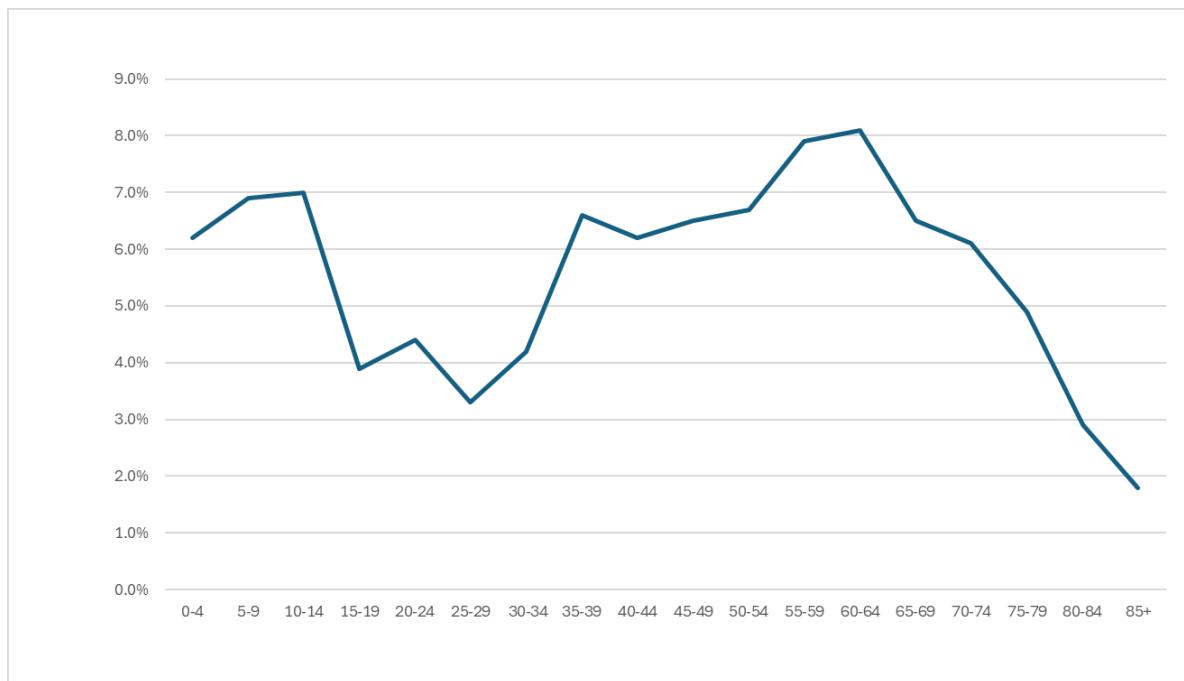


Figure 5. The population demographics of Shire of Boyup Brook from the 2021 census. Source: Australia Bureau of Statistics.

The Shire of Boyup Brook caters to a variety of lifestyles with its range of housing options, including expansive farmland, established houses within the town centre, and special rural developments. The slower pace allows residents to pursue intentional living, with opportunities for self-sufficiency through small-scale farming. Wide-open spaces and fresh air contribute to the relaxed and peaceful atmosphere that permeates the Shire.

The residents of Boyup Brook hold varying perspectives on the severity of bushfire risk in their community. Some residents are acutely aware of the potential dangers posed by bushfires, particularly during the dry summer months. Steps are taken to prepare their homes and properties, such as clearing vegetation and creating firebreaks. Other residents have a more relaxed view of the risk and may underestimate the potential impact of a bushfire on their lives and property.

3.4 Cultural Heritage

The Shire's rich past stretches back to its traditional custodians, the Bibbulmun and Kaniyang people of the Noongar nation. Their ancestral lands encompass the modern-day Shire, and the name "Boyup Brook" itself reflects their language. The word translates to either "Place of Big Smoke," referencing controlled burns, or "Place of Big Stones," alluding to the area's characteristic granite rock formations.

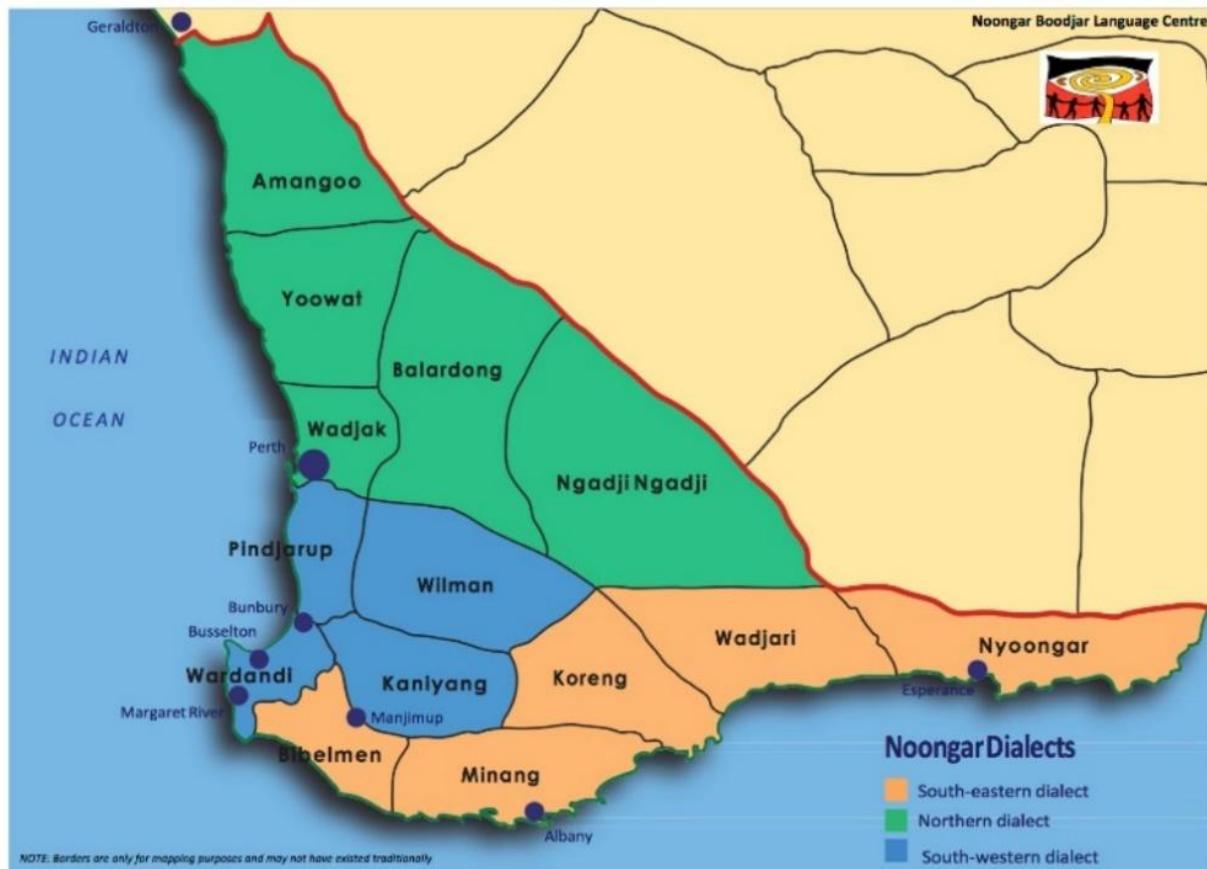


Figure 6. Map of Noongar Dialects and land regions in the Southwest of Western Australia.

There are eight listed Aboriginal Heritage sites listed with the Department of Planning, Lands and Heritage (DPLH) **Figure 7**:

- Upper Blackwood and Wild Horse Swamp on the northern border of Kulikup and the Shire of West Arthur.
- Collie River Waugal that runs through the Shire from southwest to northeast.
- Kaniyang People site near the centre of the Shire in the location of Scotts Brook.
- Kulikup Campsite 1 and 2 to the east of the Shire in Kulikup.
- Blackwood River to the west of the Shire.
- Arthur River to the northeast of the Shire in the location Kulikup.

As there are no known remaining Elders of the Bibbulmun and Kaniyang people, the Shire is unable to consult local knowledge holders when conducting mitigation work or suppression activities. However, the Shire consults with DPLH to identify Aboriginal Heritage Sites and obtain advice on how best to proceed.

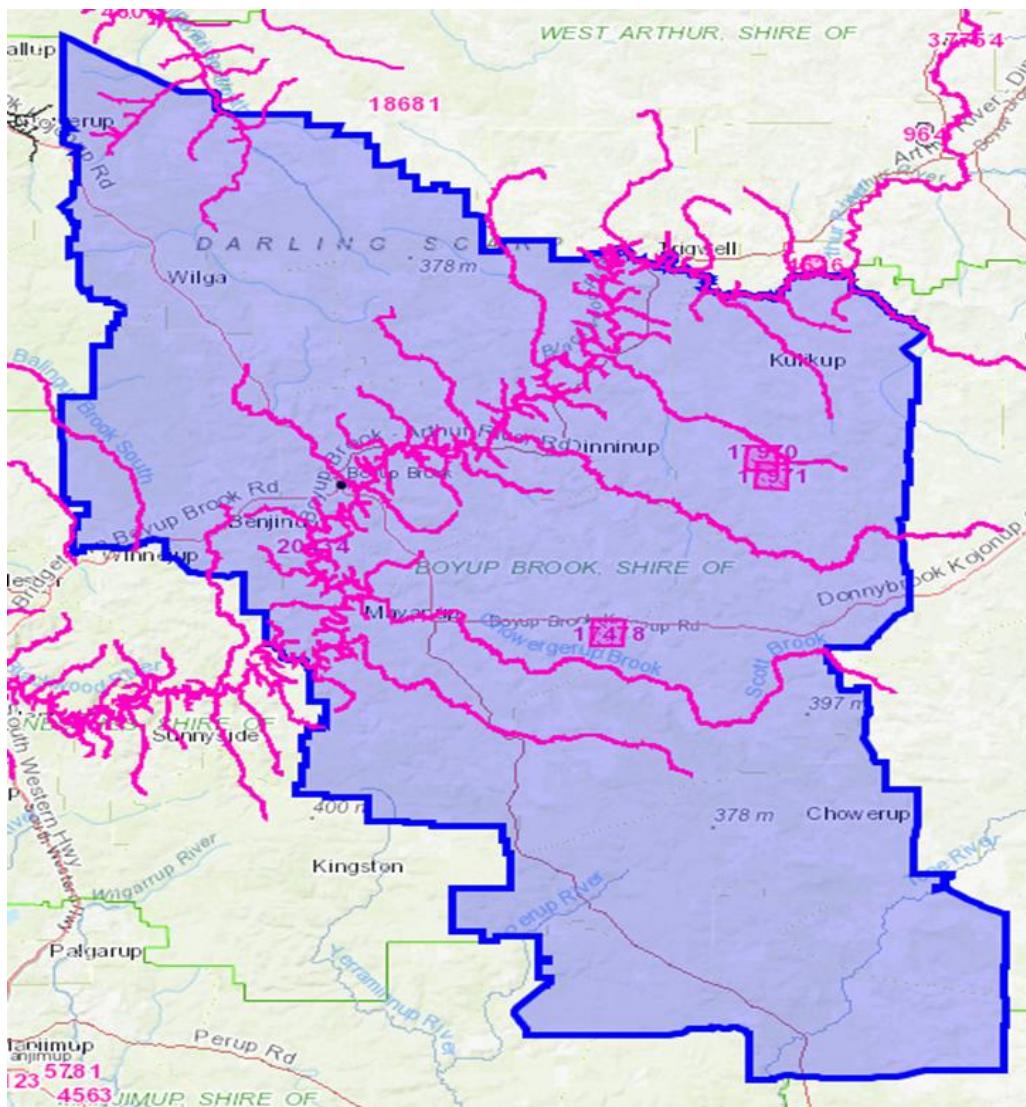


Figure 7. Aboriginal Heritage sites within the Shire of Boyup Brook as listed on the [Aboriginal Cultural Heritage Inquiry System](#).

European settlement arrived much later, with the Upper Blackwood Road District being gazetted in 1896. This entity transformed into the Shire of Upper Blackwood in 1961, and finally adopted its current name, the Shire of Boyup Brook, in 1969.

The Shire's 45 Cultural and Heritage Listed sites, exemplified by landmarks such as the *Boyup Brook Town Hall*, *Norlup Homestead*, and *Flax Mill*, contribute significantly to the region's character and economic vitality. These heritage assets are also considered critical community infrastructure and require protection from potential bushfire threats. To ensure their preservation, the Shire is committed to identifying and assessing heritage places through the Municipal Inventory process, in accordance with state heritage guidelines. This information will be incorporated into the BRM Plan to prioritise their protection and develop appropriate mitigation strategies.

3.5 Resources

Agriculture Industry

Boyup Brook's economy is heavily reliant on agriculture, with a diverse range of activities including broadacre cropping, livestock, olives, and timber plantations. **Figure 8.** The region's economic vitality is intrinsically linked to agricultural production, with over 40% of the population employed in this sector.

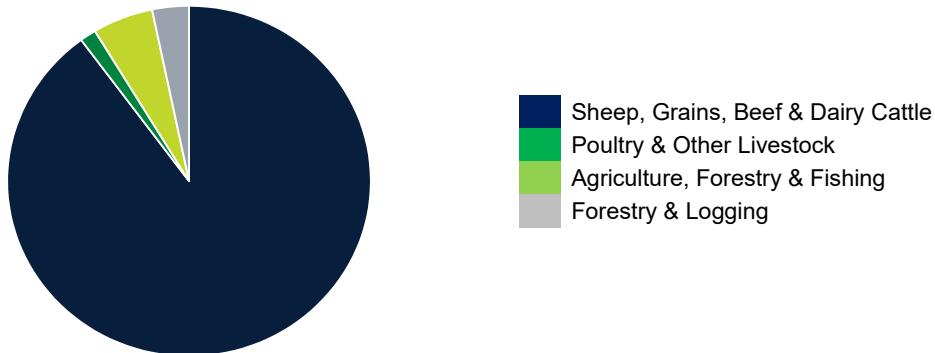
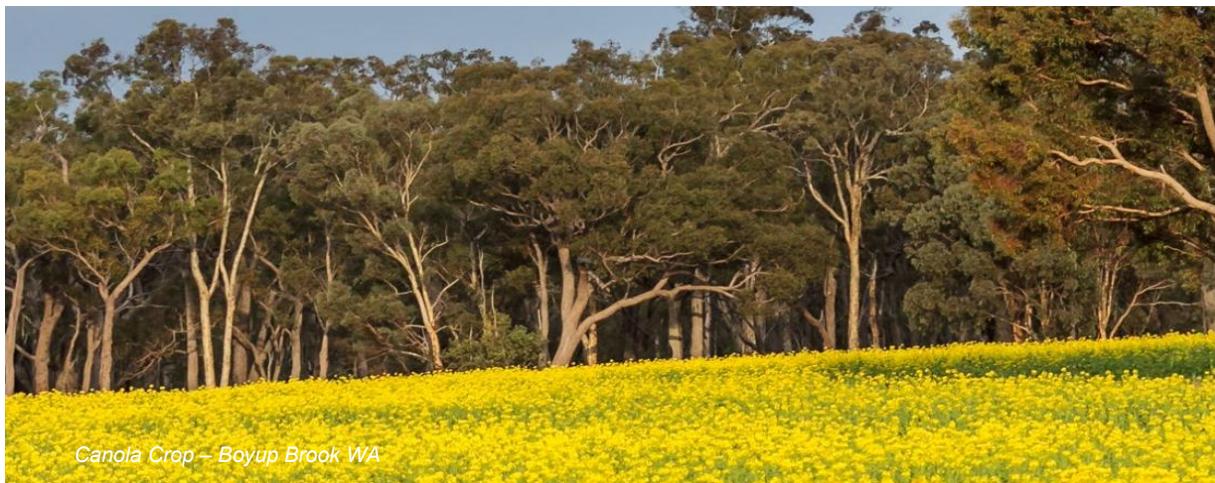


Figure 8. Economic Activities within the Shire of Boyup Brook.

Agricultural operations, particularly the critical seeding and harvesting periods, introduce heightened fire risks. The harvest season, coinciding with summer, creates a dangerous overlap with peak bushfire conditions. Crop stubble, combined with machinery use, increases the likelihood of accidental fires. The rapid spread of crop fires poses a significant threat to both property and livelihoods.

The dynamic nature of agricultural practices, influenced by economic factors, further complicates fire management. Fluctuations in crop types and land use can impact fire risk profiles, necessitating adaptable and responsive fire management strategies. The region's wine industry is also vulnerable to fire and smoke damage, with grapes

susceptible to smoke taint. Careful consideration of vineyard locations and timing of prescribed burns is essential to mitigate these risks.



Plantation Industry

The Shire's extensive network of timber plantations, both privately and government-owned, also present fire management challenges. To minimise risk, plantation owners must adhere to strict regulations including firebreaks, water access, and firefighting resources. A major fire event within the forestry sector would have severe consequences for the region and the state.



Tourism

Balancing the economic benefits of tourism with the inherent bushfire risks is a critical consideration for the Boyup Brook Shire. While tourism is not vital to the region's economic and social well-being, the Shire recognises the need to prioritise public safety. Therefore, the Shire aims to focus on strategies that promote tourism while effectively managing bushfire risks, ensuring a safe and enjoyable visitor experience.

3.6 Topography and Landscape Features

The Shire of Boyup Brook lies within the Darling Plateau System and consists of three main landform areas:

1. The northern areas of the Shire occupy gently undulating dissected plateau surfaces with broad gravel crests and generally broad valleys.
2. Central areas transition to a moderately sloping plateau with occasional rock outcrops. Soil types, range from gravel and sands in the north to yellow soils and ironstone gravels in the central regions.
3. The southern portion of the Shire consists of undulating to hilly areas of the plateau surface. The soil profile has a combination of yellow soil, gravel, and leached sand.

While much of the Shire's original vegetation has been cleared, significant pockets of remnant vegetation remain. These areas are primarily concentrated within the Wilga and Perup Reserves, managed by DBCA. This precious ecosystem is dominated by mixed Jarrah and Marri forests, interspersed with valuable stands of Wandoo in the upper stream valleys. Additionally, Banksia varieties can be found scattered throughout these forested areas, with wetlands in the west harbouring their own unique vegetation types.

The Shire's landscape and natural resource base present both opportunities and challenges. While the region offers potential for agricultural production, the impacts of land clearing, disaster events such as bushfire, and climate change on water resources, and soil health require ongoing careful management.

3.7 Climate and Weather

The Shire of Boyup Brook climate is described as Mediterranean, with distinct mild, wet winter and dry summer seasons. Winter is predominately rain-bearing, low-pressure systems moving in a westerly direction with an average annual rainfall of approximately 600mm per year and an average wind speed of 9.4 km/hour.

Summers are very dry, with December to February receiving a monthly average of less than 15mm of rain. The hot, dry summers and seasonal strong north westerly

winds create an environment where there is always a significant risk of bush fire, therefore a high degree of caution is always required by residents and visitors.

A general decrease in rainfall is found when compared to the long-term average. A 16% difference was found when comparing the 10- and 30-year averages to the long-term average, whilst the difference was 33% between the 5 years and long-term averages. Although the latter does not necessarily impact negatively on cropping and pastures, it raises concerns for water harvesting, the plantation industry and the threat of bushfire.



3.8 Vegetation and Fuel

The Shire of Boyup Brook exhibits a cleared landscape, with significant remnant bushland primarily concentrated within the Wilga and Perup Reserves. Private landowners and some shire reserves, also contain smaller pockets of remnant bushland throughout the shire. These areas are dominated by Jarrah and Marri Forest areas, with smaller stands of Wandoor and Banksia also present.

According to DBCA statewide vegetation statistics (current to 2018), 42.09% of native vegetation remains in the Boyup Brook Shire compared to its pre-clearing extent. This equates to 118,856 hectares remaining intact.

The Shire of Boyup Brook is home to a significant number of timber plantations, both privately owned and managed by the State Government. These plantations, primarily comprise of pine and blue gum species, contribute to further bushfire mitigation challenges due to their increasing fuel load with age.

Table 3 shows the types of vegetation found in the Shire including the total land area.

Table 3. Major vegetation communities across the Shire of Boyup Brook. Source Department of Environment and Conservation 2017.

Vegetation Community	Area (ha)	Total area (%)
Bare areas; freshwater lakes	60.40	00.2
Cleared; agriculture	157,570.70	55.76
Medium forest, jarrah-marri	72,992.40	25.83
Medium forest; jarrah and wandoo (Eucalyptus wandoo)	34,539.10	12.22
Medium woodland; marri and wandoo	16,968.50	6
Medium woodland; yate and paperbark (Melaleuca spp.)	176.60	0.06
Shrublands tree-heath; paperbark (Melaleuca sp.) over tea tree thickets; Low woodland	292.30	0.10

3.9 Important Species and Vegetation

The Shire is home to several species and ecological communities that are listed as threatened under various environmental laws:

Fauna Species:



Critically Endangered: *Western Ringtail Possum, Carnaby's Black Cockatoo, Numbat*

Endangered: *Baudin's Black Cockatoo, Malleefowl*

Vulnerable: *Chuditch*

Ecological Communities:

Jarrahs and Marri Forests, Banksia Woodlands and Wetlands of the Southwest.

These species and communities form the backbone of the Shire's natural heritage. Their conservation is integral to effective bushfire risk management. The Shire plans and selects fire regimes and other treatments to minimise impacts on protected species and communities. Fire regimes are tailored to reduce harm to sensitive

species and habitats, such as by ensuring prescribed burns avoid breeding seasons or areas near critical habitats. Post-fire recovery strategies will be implemented to facilitate the recovery of affected species and habitats through re-vegetation efforts and habitat restoration.

3.10 Historical Bushfire Occurrence

The fire season runs from October to May (and peaks between December and March). There are on average 10 reported fires each year which are attended to by the Boyup Brook Bushfire Volunteers, Volunteer Fire and Rescue and DBCA. In the last financial year there were seven unreported fires. Current data suggests that there is no appreciable increase in the frequency of bushfires over the past 10 years.

Table 4. The causes of bushfire in the Shire of Boyup Brook between 2014-2024. Source DFES.

Year	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021	2021/ 2022	2022/ 2023	2023/ 2024
No. of Bushfires of all sizes.	11	8	14	7	9	8	11	13	13	13

The impact of recent bushfires in our own and other regions highlights the critical importance of preparedness, timely response, and adequate resources. In particular, the Shire of Boyup Brook, with its limited water resources, must prioritise the acquisition and maintenance of specialised firefighting equipment, such as water-bombing aircraft and ground-based water tankers. Additionally, well-trained and equipped volunteer bushfire brigades, capable of responding swiftly to emerging threats, is essential to protect lives, property, and the environment.



3.11 Current Bushfire Risk Management Controls

These types of treatments are not linked to specific assets and are applied across all or part of the local government as part of normal business or due to legislative requirements. The following controls are currently in place across the Shire of Boyup Brook:

- *Bush Fires Act 1954* Section 33 notices issued with rates notices, including applicable fuel management requirements, firebreak standards and annual enforcement programs for residents and plantations.
- Declaration and management of Prohibited Burn Times, Restricted Burn Times and Harvest and Vehicle Movement Bans for the local government.

Restricted burn times where permits are required
9 October to 20 November each year, inclusive
1 March to 30 April each year, inclusive
Prohibited burn times
21 November each year to 28 February the following year, inclusive

- Public education campaigns and the use of DBCA and DFES state-wide programs, tailored to suit local needs e.g. Are you Bushfire Ready?
- State-wide arson prevention programs developed in conjunction with WA Police and DFES.
- State planning framework and local planning schemes, implementation of appropriate land subdivision and building standards in line with DFES, DPLH plus Building Commission policies and standards.
- Monitoring performance against the BRM Plan and reporting annually to the local government council and OBRM.
- DFES is responsible for the management of fire prevention of Unallocated Crown Land (UCL) and Unmanaged Reserves (UMR) within gazetted town site boundaries under a memorandum of understanding with the Department of Lands.
- DBCA annual mitigation works programs (includes mechanical works and prescribed burns that may not directly influence level of risk to a specific asset or group of assets).
- Western Power annual vegetation management and asset inspection activities in Extreme and High Bushfire Risk areas completed by 30 November each year.

- All Fire Management Plans including but not limited to, land developments and estates. Plans are available through the Planning department at the Shire.
- The Shire of Boyup Brook, Parks and Gardens annual hazard reduction works program (includes, spraying, slashing and pruning in and around established town sites). Priority given to populated town sites first (known works will be captured in the Bushfire Risk Management treatment schedule).
- Water Corporation Bushfire Risk Mitigation Program - Water Corporation sites are due to be assessed within the Shire by Water Corporation staff. Only High to Extreme risk sites will be communicated to the Shire once completed.
- The Australian Fire Danger Rating System is used to trigger Total Fire Bans and Harvest Vehicle Movement Bans (HVMBs) over the bushfire season. When the Fire Danger Index (FDI) is 40 or higher a HVMB is declared across the whole Shire and all valid permits to burn to be cancelled for a 24-hour period. This decision triggers various community and stakeholder notifications and messaging to raise awareness of the elevated bushfire risk.
- There are 15 volunteer bushfire brigades (VBFB) within the Shire: *Benjinup, Boyup Brook Shire, Chowerup, Dinninup, East Boyup Brook, Gibbs Road, Kenninup, Kulikup, Mayanup, McAlinden, Mickalarup/Dwalganup, Nollajup, Scotts Brook, Tonebridge and West Boyup Brook*.
- The brigades vary significantly in terms of their resource base with the number of volunteers totalling 535 across all brigades and most resources being Farm Response Vehicles.
- The Shire has four Fire Fighting units permanently within the Shire.
 - 4.4 Tatra T81-7 – Custodian McAlinden BFB
 - 2.4 Isuzu – Custodian Dinninup BFB
 - 2.4 Isuzu – Custodian Chowerup BFB
 - Light Tanker Landcruiser – Custodian West Boyup Brook BFB.
 - DFES High Season 2.4 vehicle is regularly deployed to Benjinup BFB.
- The XRAY Team are the executive decision makers on behalf of all the shire Volunteer Bushfire Brigades. The XRAY team sit on the Bushfire Advisory Committee for the Shire of Boyup Brook and advise the CEO on bushfire related matters. Boyup Brook XRAY Team consists of the Chief Bushfire Control Officer, a 1st and 2nd Deputy Chief Bushfire Control Officer, Communications Officer, Weather Officer, Deputy Weather Officer and Training Officer.

A list of Local Government Wide Controls for reducing bushfire risk in Shire of Boyup Brook is provided at **Appendix B**.

4. Asset Identification and Risk Assessment

4.1 Identifying and Assessing Systemic Risk

Systemic risk refers to the potential impacts of a bushfire on our interconnected systems and networks that sustain our communities. The Shire recognises that a single bushfire event can set off a chain reaction with impacts that extend beyond the fire's location. These may affect the social fabric, economy, and environment of the district and can persist long after the fire has been extinguished.

Systemic risks considered relevant to bushfire risk management for the Shire of Boyup Brook include infrastructure disruption, loss of essential services, economic disruption, mental health impacts and environmental damage. These are outlined in more detail in **Appendix A**. By considering these potential systemic risks and outlining mitigation strategies within the BRM Plan, the Boyup Brook community can take proactive steps to minimise the long-term social, economic, and environmental impacts of bushfires.

4.2 Local Government Asset Risk Profile

A summary of the risks assessed in Shire of Boyup Brook is shown in Table 5. This table shows the number of assets at risk from bushfire in each risk category at the time the BRM Plan was endorsed. This table was correct at the time of publication but may become outdated as risks are treated, or additional risks are identified and assessed. A report may be generated from the BRMS to provide the most current risk profile.

Table 5. Local Government Asset Risk Summary.

Asset Category	Risk Rating %					
	Low	Medium	High	Very High	Extreme	
Human Settlement	60	11	10	6	13	
Economic	16	24	30	15	15	
Environment	4	35	61	0	0	
Cultural	65	18	5	12	0	

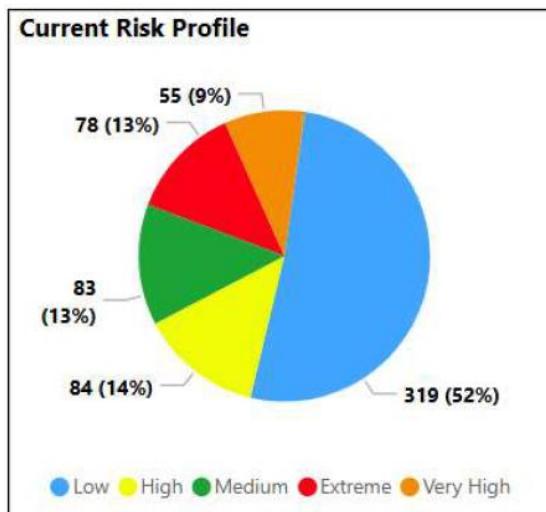


Figure 9: Risk Profile for the Shire of Boyup Brook (as of November 2024).

5. Risk Evaluation

5.1 Risk Acceptance Criteria

The acceptable level of risk for each asset category is shown in **Table 6**. A risk that is assessed as exceeding these limits will be considered for treatment.

Table 6. Risk acceptance criteria for bushfire risk in Shire of Boyup Brook.

	Asset category				
	Human settlement	Economic	Environmental	Cultural	
Acceptable risk level	4C - Medium	4C - Medium	4C - Medium	4C - Medium	

Risks below the acceptable level do not require treatment during the life of this BRM Plan. They will be managed by routine Local Government Wide Controls and monitored to detect any increase in their risk rating.

6. Risk Treatment

The purpose of risk treatment is to reduce the potential impact of bushfire on the community, economy and environment. This is achieved by implementing treatments that modify the characteristics of the hazard, the community or the environment to make bushfires less likely or less harmful.

6.1 Treatment Strategy

Our Treatment Strategy aims to reduce bushfire risk in Boyup Brook by prioritising firebreak establishment, fuel reduction, and community engagement. Focus areas include high-value assets like townsites and critical infrastructure. The plan emphasises protecting human settlements while minimising environmental impact. Specific strategies are required that will target areas zoned as Special Rural, smaller outlying townsites, and the interface between residential areas and plantations which can pose a significant risk. By addressing fuel loads, improving access, and increasing community awareness, the Shire aims to build a more resilient community throughout Boyup Brook.

Special rural areas such as Ridge View and Lee-Steere Estates, characterised by undulating topography and lifestyle blocks, present a high risk to human settlements. Encouraging and supporting residents in constructing and maintaining adequate firebreaks on their properties is crucial for improving access and reducing bushfire risk in this area.

Smaller townsites, including Dinninup, Tonebridge, Wilga, and Kulikup, face unique challenges due to older building construction and denser vegetation around townsites. Encouraging residents to maintain clear areas around their properties will significantly reduce the risk of fire spread. Prioritising fuel reduction within these areas, coupled with community education on asset protection zones (APZs), is essential.

By working collaboratively with rural stakeholders and plantation owners, we can develop integrated fuel management strategies that align with Shire planning objectives. This includes ensuring that new plantation developments adhere to strict bushfire management requirements, minimising the potential for increased fire risk to communities.



6.2 Treatment Schedule

The Treatment Schedule is a list of bushfire risk treatments recorded in the BRMS. It is developed with regard to the outcome of the risk assessment process and Treatment Strategy and in consultation with stakeholders.

A treatment schedule for the Shire of Boyup Brook covering 2024-2025 financial year has been entered to BRMS. This is a live document and will be regularly updated throughout the life of the BRM Plan.

Land managers are responsible for implementing agreed treatments on their own land. This includes any costs associated with the treatment and obtaining the relevant approvals, permits or licences to undertake an activity. Where agreed, another agency may manage a treatment on behalf of a land manager.

6.3 Systemic Risk Treatment

The Shire of Boyup Brook is committed to enhancing community resilience and safeguarding critical infrastructure to mitigate the systemic risks associated with bushfire. To achieve this, the Shire is focusing on three key areas:

1. The protection of critical infrastructure such as power lines, water supply systems, and telecommunications network. These essential services are vital for maintaining community functionality during and after bushfires.

Responsibility: Utility providers, (Western Power and Water Corporation) in collaboration with Shire of Boyup Brook.

Stakeholders: Local emergency services (DFES), community groups, utility providers.

2. Ensuring safe evacuation routes and emergency access points is a priority. Regular assessments of these routes for fire risk and the implementation of fuel reduction treatments, such as clearing vegetation along roadsides, will maintain safe passage for residents and emergency services.

Responsibility: Shire of Boyup Brook, in collaboration with DFES.

Stakeholders: Local emergency services (DFES), community groups, landholders.

3. Establishing reliable communication systems, including early warning systems and alternative networks, is crucial. This will prevent the spread of misinformation and facilitate timely response to bushfire threats.

Responsibility: Shire of Boyup Brook, in collaboration with DFES and telecommunications providers.

Stakeholders: Local emergency services (DFES), community groups, telecommunications providers.

Future work required to maintain or improve controls, the Shire of Boyup Brook will need to prioritise regular reviews and updates of the current risk assessment, conduct ongoing inspections and maintenance of critical infrastructure and emergency access routes, and foster strong community engagement and education.

Collaborative efforts with key stakeholders, including emergency services, utility providers, and government agencies, will be essential to ensure coordinated responses and shared responsibility. Implementing a robust monitoring and evaluation framework will allow for the assessment of treatment strategy effectiveness and the identification of areas for improvement. By taking these proactive measures, the Shire aims to strengthen community resilience and mitigate the impact of future bushfire events.



7. Monitoring and Review

Monitoring, review, and reporting processes are essential to ensure the BRM Plan remains current and effective. Regular reviews identify and address changes in risk factors, regulations, or best practices. Annual audits assess implementation and effectiveness. Monitoring weather conditions and reviewing emergency responses inform timely adjustments and identify lessons learned. Regular reporting to key stakeholders, such as local government, emergency services, and the community, ensures transparency, accountability, and effective communication.

7.1 Monitoring and Review

Shire of Boyup Brook will monitor the BRM Plan and BRMS data to identify any need for change. The Plan and BRMS data will be reviewed at least every two years to ensure they continue to reflect the local context, assets at risk, level of risk and treatment priorities.

7.2 Reporting

The Shire of Boyup Brook CEO or their delegate will provide to OBRM the outcomes of biennial reviews of the BRM Plan. This is required to maintain OBRM endorsement of the Plan.

The Shire of Boyup Brook will contribute information about their BRM Program to the annual OBRM *Fuel Management Activity Report*.

8. Glossary and Abbreviations

8.1 Glossary

Asset	Something of value that may be adversely impacted by bushfire. This may include residential houses, infrastructure, commercial, agriculture, industry, environmental, cultural and heritage sites.
Asset category	There are four categories that classify the type of asset – Human Settlement, Economic, Environmental and Cultural.
Asset risk register	A component within the Bushfire Risk Management System (BRMS) used to record the consequence, likelihood, risk rating and treatment priority for each asset identified in the BRM Plan.
Bushfire	Unplanned vegetation fire. A generic term which includes grass fires, forest fires and scrub fires both with and without a suppression objective.
Bushfire risk management	A systematic process to coordinate, direct and control activities relating to bushfire risk with the aim of limiting the adverse effects of bushfire on the community.
Bushfire risk	The chance of a bushfire igniting, spreading and causing damage to the community or the assets they value.
Consequence	The outcome or impact of a bushfire event.
Landowner	The owner of the land, as listed on the Certificate of Title; or lessee under a registered lease agreement; or other entity that has a vested responsibility to manage the land.
Likelihood	The chance of something occurring. In this instance, it is the potential of a bushfire igniting, spreading and impacting on an asset.
Risk acceptance	The informed decision to accept a risk, based on the knowledge gained during the risk assessment process.
Risk analysis	The application of consequence and likelihood to an event to determine the level of risk.
Risk assessment	The systematic process of identifying, analysing and evaluating risk.

Risk evaluation	The process of comparing the outcomes of risk analysis to the risk criteria in order to determine whether a risk is acceptable or tolerable.
Risk identification	The process of recognising, identifying and describing risks.
Risk treatment	A process to select and implement appropriate measures undertaken to modify risk.
Systemic risk	The impacts of bushfire on the interconnected systems and networks that support community function. It is a product of the disruption caused by fire to the community and its effects may be felt far from the direct impacts of the fire in both time and space.
Treatment objective	The aim to be achieved by the treatment. Treatment objectives should be specific and measurable.
Treatment priority	The order, importance or urgency for allocation of funding, resources and opportunity to treatments associated with a particular asset. The treatment priority is based on an asset's risk rating.
Treatment Schedule	A report produced within the BRMS that details the treatment priority of each asset identified in the BRM Plan and the treatments scheduled.
Treatment Strategy	The general approach that will be taken to managing bushfire risk, in consideration of the local government context and objectives.
Treatment type	The specific treatment activity that will be implemented to modify risk, for example a planned burn.

8.2 Abbreviations

AFAC	Australasian Fire and Emergency Services Authorities Council
BFAC	Bush Fire Advisory Committee
BRM	Bushfire Risk Management
BRM Branch	Bushfire Risk Management Branch (DFES)
BRM Plan	Bushfire Risk Management Plan
BRMS	Bushfire Risk Management System
DBCA	Department of Biodiversity, Conservation and Attractions
DFES	Department of Fire and Emergency Services
DPLH	Department of Planning, Lands and Heritage
LEMC	Local Emergency Management Committee
OBRM	Office of Bushfire Risk Management (DFES)
SEMC	State Emergency Management Committee
TEC	Threatened Ecological Community
UCL	Unallocated Crown Land
UMR	Unmanaged Reserve
WA	Western Australia

ATTACHMENTS:

- APPENDIX A - Systemic Risk.
- APPENDIX B - Local Government Wide Controls.
- APPENDIX C - Communications Plan.

Appendix A – Systemic Risk

Systemic Risk		Risk Rating	Control Point	Treatment	Lead Agency or Stakeholder(s)	Notes and Comments
1	Power and communication outages due to bushfire damage to infrastructure (power lines, towers, etc.)	High	Critical infrastructure points (powerlines, communication towers)	Implement firebreaks around powerlines and towers, install fire-resistant materials, upgrade monitoring systems for early detection and shutdown.	Western Power, Local Government, DFES	This control will prevent cascading failures in communication and electricity during bushfires. Regular inspections and vegetation management will be required to maintain the control.
2	Disruption to emergency services coordination due to communication failure	High	Backup communication systems	Install satellite and independent radio communication backup systems for emergency services.	Local Emergency Services, DFES, Police	This treatment ensures continuous coordination of emergency services during bushfire events. Periodic testing of backup systems will be required.
3	Access roads blocked or destroyed, impeding emergency response and evacuation efforts	Medium	Key transportation routes (roads and bridges)	Maintain firebreaks around access roads, establish alternative transportation routes, and strengthen vulnerable bridges.	Local Government, Main Roads WA, SES, DFES	Critical to ensure emergency services and residents can evacuate or respond quickly. Annual maintenance and reviews are required for continued resilience.
4	Loss of water supply due to damage to water infrastructure (treatment plants, reservoirs)	High	Water treatment plants and supply lines	Establish firebreaks around water infrastructure, install sprinklers, and reinforce critical assets with fire-resistant materials.	Water Corporation, Local Government, SES, DFES	Ensures continuous access to clean water during and after a bushfire event. Regular inspections and vegetation management will maintain control.
5	Community health and safety at risk due to insufficient evacuation centres and health services	High	Evacuation centres and health facilities	Upgrade existing evacuation centres to be fire-resistant, install backup generators, and stockpile necessary supplies. Conduct community education programs	Local Government, Red Cross, Department of Communities	Provides safe refuge and health services during bushfire events. Future improvements may include adding more shelters and increasing supplies in high-risk areas.
6	Delays in community recovery due to lack of preparedness and resilience programs	Medium	Community engagement and education	Increase community-driven preparedness programs, establish local resilience networks, and conduct regular bushfire drills.	Local Government, Community Groups, DFES, NGOs	Empowers the community to actively manage bushfire risks and aids in quicker recovery post-event. Future work includes continuous education and program assessments.

Appendix B – Local Government Wide Controls

	Control	Action or activity description	Lead agency	Other stakeholder(s)	Notes and comments
1	Regulatory compliance	Enforcement of <i>Bush Fires Act 1954</i> Section 33.	Shire of Boyup Brook	DFES	<p>Review and release the Firebreak and Bushfire Hazard Reduction Notice to all property owners annually.</p> <p>Compliance due by 30 November annually.</p> <p>Inspection and enforcement carried out on non-compliant properties to ensure requirements are met prior to the onset of the bushfire season.</p> <p>Annual review of Fire break and property inspection strategy, analysis of data and debrief to review learnings.</p>
2	Burning and vehicle movement restrictions	Providing limitations under the <i>Bush Fires Act 1954</i> for approved burning times and vehicle movement for the local area.	Shire of Boyup Brook	DFES	<p>The Shire reviews local conditions and seasonal influences to determine if the documented restricted and prohibited burning times need to be adjusted to reduce the outbreak of fire.</p> <p>During periods of high threat, the Shire has the ability to issue a harvest and vehicle movement ban to limit the chances of vehicle caused fires.</p> <p>The Shire appoints Fire Control Officers that enables permit issuing under certain conditions during restricted burning times.</p>
3	Land use planning	Ensuring all new builds are assessed against State Planning Policy 3.7	Shire of Boyup Brook	DFES DPLH BAL Assessors	As Shire of Boyup Brook is entirely mapped as bushfire prone, all new builds as detailed in SPP 3.7 are assessed and construction requirements placed on each build appropriate to their level of risk.
4	Community engagement and education	Promoting bushfire preparedness, education and outlets for further information across the community.	Shire of Boyup Brook	DFES Community groups	<p>Bushfire Risk Officers within the Shire provide ongoing liaison with property owners to educate community members on bushfires and how to prepare their properties.</p> <p>DFES Seasonal themes promoted over social media to engage the public and increase awareness.</p> <p>Bushfire Information and educational material located on the Shire website and bushfire ready newsletters circulated via email.</p> <p>New property owners receive a welcome pack providing important information about property preparedness and where to go for further information.</p>
5	Fuel management	Reduction of fuels	Shire of Boyup Brook	DFES DBCA Arc Infrastructure Western Power Main Roads Property Owners Land Managers Boyup Brook Landcare Group	<p>Shire of Boyup Brook annual works program focused around mechanical and chemical treatments on Shire owned land.</p> <p>Shire Reserve management plans including rotational planned burns.</p> <p>The Shire sources grant funding through the MAF Grants to reduce fuels across the extreme, very high- and high-risk areas under LG management.</p> <p>BFB's engaged by private property and land managers for reducing fuels via prescribed burns</p> <p>Main Roads conducts mechanical and chemical treatments on the MRWA network.</p> <p>Annual vegetation management and asset maintenance conducted by Western Power.</p> <p>Development of a Bushfire Risk Mitigation Plan by Arc Infrastructure to reduce risk along the rail corridor within priority townsites.</p>

	Control	Action or activity description	Lead agency	Other stakeholder(s)	Notes and comments
6	Incident Response	The Shire appoints Fire Control Officers and forms volunteer bush fire brigades that are resourced and supported to respond to bushfire emergencies.	Shire of Boyup Brook	DFES	<p>The Shire appoints XRAY Team (Chief Bushfire Control Officer-CBFCO, 1st and 2nd Deputy CBFCO Communications Officer, Fire Weather Officer-FWO and Deputy FWO and Training Officer) and Fire Control Officers.</p> <p>All brigades are provided with the appropriate PPE, training, resources and equipment to be able to carry out their duties.</p> <p>The Shire employs an Emergency Services Officer to provide guidance and support to XRAY Team, FCO's and brigades.</p>
7	Bushfire Risk Management	Develop, monitor, review and reporting of the BRM Plan	Shire of Boyup Brook	DBCA DFES BFAC & LEMC	<p>Updating risk assessments across tenure blind assets within BRMS to create awareness of Shire wide risk.</p> <p>Reviewing the BRM Plan every two years for currency and areas for improvement.</p> <p>Reporting updates on risk and treatments to DFES, LEMC and BFAC.</p>
8	Emergency Services Liaison	Develop, monitor, review and reporting of the LEMA and contacts.	Shire of Boyup Brook	BFAC & LEMC	<p>Reviewing the LEMA and Emergency Management Business plan annually for currency and areas for improvement.</p> <p>Develop and review action plans for communications during emergencies, after-hours contacts and local service providers.</p> <p>Maintain compliancy within Acts, policies and procedures relevant to emergency management.</p>

Appendix C – Communication Plan

This Communication Plan supports the development, implementation and review of the Shire of Boyup Brook Bushfire Risk Management (BRM) Plan.

Communication objectives

The communication objectives for the development, implementation and review of the BRM Plan for the Shire of Boyup Brook are as follows:

1. Key stakeholders understand the purpose of the BRM Plan and their role in the BRM planning process.
2. Stakeholders who are essential to the BRM planning process, or can supply required information, are identified and engaged in a timely and effective manner.
3. Relevant stakeholders are involved in decisions regarding risk acceptability and treatment.
4. Key stakeholders engage in the review of the BRM Plan as per the schedule in place for the local government.
5. The community and other stakeholders engage with the BRM planning process and as a result are better informed about bushfire risk and understand their responsibilities to address bushfire risk on their own land.

Roles and responsibilities

Shire of Boyup Brook is responsible for the development, implementation and review of the Communication Plan. Key stakeholders support the local government by participating the Communication Plan as appropriate. An overview of communication roles and responsibilities follows:

- **CEO**, Shire of Boyup Brook is responsible for requesting OBRM endorse the BRM Plan and ensuring all high-level approval processes are completed.
- **Manager Community Services & Emergency Services Officer**, Shire of Boyup Brook are responsible for managing and overseeing all external communications related to the BRM Plan, including public announcements, media releases, and engagement with the community through social media, newsletters, and local media outlets.
- **Bushfire Risk Management Coordinator & Emergency Services Officer**, Shire of Boyup Brook are responsible for communication between the local government and the Department of Fire and Emergency Services, and the coordination of internal stakeholder meetings, updates on treatment plans, and timely communication of key information between local government departments and DFES.
- **Council Members** support communication efforts by advocating for community engagement in the BRM Plan and communicating with their constituents about the importance of bushfire preparedness and mitigation measures.

Key Stakeholders for Communication

The following table identifies key stakeholders in BRM planning process, its implementation and review. These are stakeholders that are identified as having a significant role or interest in the planning process or are likely to be significantly impacted by the outcomes.

Stakeholder	Role or Interest	Level of Impact of Outcomes	Level of Engagement
Local Government	Development / review of BRM Plan, Land managers	High	Consult, involve and inform
Department of Fire and Emergency Services	Assist LG with development of BRM Plan, technical advice and expertise	High	Consult, collaborate, involve and inform
Parks and Wildlife	Asset and treatment identification, Land managers	High	Consult, involve and inform
Health & Education Centres	Provision of consultation and expert advice, Asset identification	High	Consult, involve and inform
Service Providers	Asset and treatment identification, Land managers	Medium	Consult and inform
Land Managers	Asset / Land managers	Medium	Consult, inform and empower
Asset Owners	Landowners, potential impact to business, community members	Medium	Consult, inform and empower
Community and Interest Groups	Provision of consultation and expert advice, Asset identification	Low	Consult, inform and empower
BFAC and LEMC	Shire Committees	Low	Consult, inform and empower

Communications log

This Communications log captures the communications with key internal and external stakeholders that occurred during the development of the BRM Plan and associated Treatment Schedule, or review of the BRM Plan. This is a record any significant conversations, community engagement events, emails, meetings, presentations, workshops and other communication initiatives relating to the BRM Plan.

CHANNEL LIST

SHIRE	WAERN	VHF	UHF
BOYUP BROOK	119		
Chowerup Repeater	346	30	11
BRIDGETOWN	197	34	
COLLIE	157	35	
CRANBROOK		45W	9
DONNYBROOK	106	37	
KOJONUP	234		
Chowerup Repeater	229	41	11
MANJIMUP	251	75	
	292	44	
WEST ARTHUR	171	76	5
BOYUP BROOK			
FIRE & RESCUE	355	99	
DBCA -	WAERN	VHF	
COLLIE	615	18	
KIRUP (Blackwood)	642	59	
MANJIMUP (Donnelly)	64		

Timing of Communication	Stakeholders	Purpose	Summary	Communication Method	Lesson Identified	Follow up
Development of the BRM Plan						
June 2024	BFAC, BFBs	Reinforce operational readiness	Update of the Firebreak and Fire Hazard Notice, Training, Operational preparedness	Meeting	WHS and Insurance liabilities. Maintaining volunteers with extra requirements	Approval of updated Firebreak and Fire Hazard Notice. Seek legal advice on liability when attending fires during an incident or during mitigation work.
July 2024	SoBB, DFES	Discuss the new Guidelines for development of BRM Plan	Understanding the guidelines, support from DFES and OBRM, deadlines	Teams Meeting	Availability of support from OBRM	NIL
Sept 2024	SoBB, DFES, BFBs, Plantation land managers, Councillors	Investigate what is a high-risk asset and what would be involved in protecting that asset	Availability of resources, timely response to emergencies, Risk management plans, activation points for requesting outside resources	Excursion and site visits	Gravel roads and escape routes, water deficiencies	NIL
Oct 2024	BFBs	Operational Readiness, local issues	Bushfire season preparedness, areas local of concern,	Social Gathering, Training session	Local concerns regarding available water for firefighting purposes	NIL

Development of the Treatment Schedule

Timing of Communication	Stakeholders	Purpose	Summary	Communication Method	Lesson Identified	Follow up
Jan 2024	SoBB, BFBs, Community	Develop plan to complete MAF 23/24 treatment schedule	Issue of works scope, environmental and ACH checks, onboarding of service providers	Meeting	Windows for treatments were small or passed	Weekly management until completion
Feb 2024	SoBB, BFBs, Community	Investigate and finalise treatment areas for MAF 24/25 treatment schedule	Discuss high-risk areas from BRMS, update BRMS, evaluate priority for MAF or Shire mitigation programs	Meeting, face-face visits	Prioritising treatments, understanding resourcing limitations	
Mar 2024	SoBB, OBRM	Submission of MAF 24/25 Treatment Plan	Submitting the desired treatments as agreed by consultation with adequate justification for works	Online Portal	Preparation of justification for works	
Aug 2024	SoBB, OBRM, DFES, Community	Notification of funded treatment plans under MAF 24/25 Schedule	Advise all relevant stakeholders and community	Social media and Website, email.		

Timing of Communication	Stakeholders	Purpose	Summary	Communication Method	Lesson Identified	Follow up
Sept 2024	SoBB, BFBs, Community	Develop plan to complete MAF 24/25 treatment schedule	Issue of works scope, environmental and ACH checks, onboarding of service providers	Meeting, face-face visits	Maintaining scope of works and working to budget	Weekly management until completion
Oct-Dec 2024	SoBB, Service Providers	Deliver scope of works with timeframe for completion	Site visit to treatment site/s to discuss scope of works	Meeting, site visits	Mitigating possible barriers for successful completion in planning.	Weekly management until completion
Jan 2025	SoBB, BFBs, Community	Investigate and finalise treatment areas for future MAF treatment schedule	Discuss high-risk areas from BRMS, update BRMS, evaluate priority for MAF or Shire mitigation programs	Meeting, face-face visits	Prioritising treatments, understanding resourcing limitations	

Review of the BRM Plan

Timing of Communication	Stakeholders	Purpose	Summary	Communication Method	Lesson Identified	Follow up
Ongoing	Shire of Boyup Brook	Inform, Consult, Educate, Collaborate, Resource management.	Asset Owner & vested reserves BRM Plan Custodian Responsible for the development, implementation, and review of bushfire mitigation treatments	Meetings, attending workshops for development and information.		
Ongoing	LGs bordering the Shire of Boyup Brook	Inform, Collaborate, Resource management	Shared Experience	Attend meetings and LEMC exercises		
Ongoing	DFES – Dept. Fire & Emergency Services	Inform, Consult, Collaborate, Resource management.	Asset owner and land manager BRM Governance and advice Support role in treatment implementation for shire. Responsible for the development, implementation, and review of bushfire mitigation treatments	Training, workshops, meetings.		

Timing of Communication	Stakeholders	Purpose	Summary	Communication Method	Lesson Identified	Follow up
Ongoing	DBCA – Dept. Biodiversity, Conservation & Attractions	Inform, Consult, Collaborate, Resource management.	Reserves and Land Management BRM Plan consultation and advice Responsible for the development, implementation, and review of bushfire mitigation treatments as a land manager	LEMC member, meetings		
Ongoing	DPLH – Dept. Planning, Lands & Heritage.	Inform & Consult	Vested Reserves Land Management governance and advice	LEMC member, meetings		
Ongoing	DWER – Dept. Water & Environmental Regulations	Inform & Consult	Land Management governance and advice	LEMC member, meetings		
Ongoing	Water Corp	Inform, Consult, Collaborate, Resource management.	Asset owner, vested reserves and Land management. BRM Consultation and advice	LEMC member, meetings		

Timing of Communication	Stakeholders	Purpose	Summary	Communication Method	Lesson Identified	Follow up
Ongoing	Main Roads	Inform, Consult, Collaborate, Resource management.	Asset owner, vested reserves and Land management. BRM Consultation and advice Critical Infrastructure Owner	LEMC member, meetings		
Ongoing	Telstra	Inform, Consult, Collaborate, Resource management.	Asset owner, vested reserves and Land management. BRM Consultation and advice Critical Infrastructure Owner	LEMC member, meetings		
Annually	Education Dept. WA	Inform, Consult, Educate, Collaborate, Empower	Asset owner, land management	LEMC member, meetings, community meetings		
Annually	Catholic Education Dept.	Inform, Consult, Educate, Collaborate, Empower	Asset owner, land management	LEMC member, meetings, community meetings		

Timing of Communication	Stakeholders	Purpose	Summary	Communication Method	Lesson Identified	Follow up
Annually	WA CHS	Inform, Consult, Educate, Collaborate, Empower	Asset owner, land management	LEMC member, meetings, community meetings		
Annually	Asset Owners, Business Owners, Private Landowners & Boyup Brook community members	Inform, Consult, Educate, Collaborate, Empower	Asset owner, vested reserves and Land management. BRM Consultation and advice Critical Infrastructure Owner	Community meetings, social media		

Level of Engagement Key

Inform	Provide clear, accurate, and timely information to the community, stakeholders, and emergency services about bushfire risks, preparedness actions, and emergency procedures.
Consult	Seek input and advice from stakeholders, including community members, emergency services, and industry representatives, to inform the development and implementation of the plan.
Collaborate	Work together with different groups, such as government agencies, community organisations, and individuals, to achieve a common goal of reducing bushfire risk.
Educate	Teach and inform the community and stakeholders about bushfire risks, prevention measures, emergency procedures, and the role of individuals in building a fire-resilient community.
Empower	Providing individuals, communities and stakeholders with the knowledge, skills, resources, and authority to take action to protect themselves and their property from bushfires.
Resource Management	Identifying, allocating, and utilising available resources, such as personnel, firefighting equipment, and funding, effectively and efficiently to achieve bushfire management goals.

Communications Planning Checklist (*Recovery Comms. included*)

ACTION	Y/N	NOTES	RESPONSIBLE PERSON
Communications Governance			
Lead Spokesperson selected/ advised			
Message media chosen			
Authorised by Controlling Agency (CA)			
Message rhythm/frequency decided			
Recovery Message board locations established			
Internal Staff messaging in place			
Outgoing community messaging in place			
Channels for incoming community messages to be received in place			
Communication links with agencies devised			
Messaging			
Regular message format developed			
Recovery branding devised and used			
Spontaneous volunteer management messaging devised and included in all messaging.			
Community Outreach Programs			
Best delivery Format, and content devised (<i>State in Notes</i>)			
Received information and query management format devised			
Ongoing information access portal/media devised and established			

Community Message Talking Points

Spokesperson:	Position:
To be delivered at: (time)	AM <input type="checkbox"/> PM <input type="checkbox"/>
Media Channel/s	<input type="checkbox"/> Community Meeting <input type="checkbox"/> Livestream/Internet <input type="checkbox"/> Social Media <input type="checkbox"/> Notice <input type="checkbox"/> Radio <input type="checkbox"/> Television <input type="checkbox"/> Newspaper/Journalist
Target audience:	<input type="checkbox"/> Internal Staff <input type="checkbox"/> Community Groups <input type="checkbox"/> Hazard Management Agencies <input type="checkbox"/> Other _____ (please state)

1 **What we know:**

2 *What we do not yet know:*

3 *What we are doing:*

4 *What we want you to do:*

Reiterate main and salient points.

Next message will be available at: _____

