



Bass Coast Municipal Fire Management Plan 2018 - 2021

**Version 3
December 2018**



Chair's Foreword

I am pleased to present this version of the Bass Coast Municipal Fire Management Plan (MFMP). The production of this plan has been consistent with principles outlined in the Integrated Fire Management Planning Framework (2007) and the State Fire Management Strategy (2009) and the Integrated Fire Management Planning Guide (2010).

This plan is a continuation of the collaboration between government agencies and land managers across the municipality and includes collaboration with communities. Working together is the key driver for good community outcomes from the occurrence and recovery from fire; a shared responsibility between communities, government agencies, land managers, organisations and businesses.

Work is continuing in relation to a Strategic Bushfire Management Planning process a Regional (Gippsland) level which will include a Gippsland public land fuel management strategy and a Gippsland all-tenure fuel management strategy. This work will inform future Municipal Fire Management Planning and associated bushfire mitigation activities.

The Bass Coast Municipal Fire Management Planning Committee continue to ensure the currency of this plan by implementing actions included in the attachments of this plan where most of the current mitigation activities take place, and by providing a quarterly meeting forum to discuss fire related issues.

This version of the plan will be available to communities, organisations and businesses through the Bass Coast Shire Council website for ongoing consultation and continuous improvement. I would like to personally thank all those who have contributed to the production of this plan and those who have been willing to commit their time and considerable expertise.

Cr Bruce Kent
Chair
Bass Coast Municipal Fire Management Planning Committee

Authorisation and Endorsement

Bass Coast Shire Council is the custodian of this Municipal Fire Management Plan (MFMP), as a sub plan of the Municipal Emergency Management Plan (MEMP).

This MFMP has been produced by the Municipal Fire Management Planning Committee pursuant to Section 20 of the *Emergency Management Act 1986*; and will be deemed to fulfil Section 55A of the *CFA Act 1958*.

Current agency representatives of the MFMPC commit to the implementation of this plan as it applies to each agency.

MFMP Membership Agency/Organisation	Generic Representative
Bass Coast Shire Council	Municipal Fire Prevention Officer
CFA	Operations Officer District 8/Group Officer
Department of Environment, Land, Water and Planning	Forest Fire Management
Parks Victoria	Area Chief Ranger, South Gippsland and Bass Coast
Victoria Police	Municipal Emergency Response Coordinator
VicRoads	Emergency Management Coordinator Regional Operations Eastern Region
Phillip Island Nature Park	Ranger in Charge

Index to Amendments

Version Number	Date of Amendment	Brief Description of Change
Version 1.0	31/10/2011	Document creation
Version 1.1	20/3/2012	Correction of typing errors
Version 2.0	17/10/2012	Incorporation of community consultation on Version 1.1 and inclusion of structural fire and fires involving chemicals
Version 2.0	21/01/14	Updated Community Information Guide and Neighbourhood Safer Place information Contact for changes to the plan
Version 2.1		
Version 2.2	10/12/2015	Merged Attachment A1 and Attachment B Extended the length of the plan to 2012-2016 New structure fire and Roadside Fire Management attachments
Version 2.3	29/12/2016	Updated Chairs forward, planning process & period of plan. Information contained in Attachment A1 now only has details of high, very high to extreme assets. Extended the length of the plan to 2012-201 Authorisation and endorsement
Version 2.4	15/01/2018	Updated Chairs forward, planning process & period of plan. Extended the length of the plan to-2018 Authorisation and endorsement
Version 3	15/10/2018	General update to plan
Version 3	13/12/2018	Approved by MFMPC

The Bass Coast MFMPC has made every effort to ensure the accuracy of the information contained within this plan. Any inaccuracies or omissions should be notified to:

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1300 BCOAST (226 278)
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Part I – Introduction

Introduction to Fire Management

The underlying basis of fire management is; protection and preservation of life, property and the environment. Within this context there are three fire risk elements for communities in Bass Coast, bushfire¹, structure fire and fires involving chemicals.

Assessing Risk and the CERA process

The Bass Coast Municipal Emergency Management Planning Committee (MEMPC) carries out an annual assessment and review to identify existing and potential risks to the community of Bass Coast Shire. The process used is the Community Emergency Risk Assessment Tool (CERA), based on ISO 31000, a global risk management standard. The process is facilitated by VICSES and supported by MEMPC members, subject matter experts and the community and forms the basis of the Municipal Emergency Management Planning process.

CERA is designed to take an “all hazards approach” and to focus on those emergency risks that have the most significant potential to impact the Bass Coast community and where the MEMPC can play a practical and impactful role in better mitigating the risk and/or monitoring the controls in place to address them. The outcome of this process is the development of risk reduction strategies that enhance personal safety and security within Bass Coast.

Hazard	Fire Structural
Residual Risk Rating	High
Hazard	Bushfire (incl Grass)
Residual Risk Rating	High

Residual Risk Ratings for Fire hazard in Bass Coast Shire from 2018 Risk Review

To ensure preparedness in relation to the identified hazards of Structure Fire and Bushfire (including grass) in Bass Coast, the MEMPC has established a subcommittee specifically tasked with looking at these risks. The Municipal Fire Management Planning Committee (MFMP) has the aim to reduce the impact of, and prepare for emergency situations these hazards may cause for residents and visitors of Bass Coast Shire

The MFMP is tasked with the development and ongoing maintenance of the Municipal Fire Management Plan (MFMP). The MFMP consists of appropriate representatives from relevant fire agencies, Bass Coast Shire Council and other agencies as appropriate.

The purpose of the Municipal Fire Management Plan (MFMP) is to chart the planned and coordinated implementation of measures designed to minimise the occurrence, and mitigate the effect of fire in Bass Coast, and the planned use of fire in the landscape for a variety of purposes. One important aspects of implementing the MFMP is to engage communities so that they have a valid influence in the fire management planning process. It ensures that the Bass Coast MFMP responds to community needs, values and risks.

¹ Bushfire is a generic term for all types of vegetation fires

Bushfire

In Victoria we live in a fire prone environment dictated by our climate of wet winters and hot dry summers. Fire management needs to be conducted with an understanding of both the role fire plays, with the threats it can pose to life and property, in biodiversity maintenance and the management of our parks and forests.

While the overall likelihood of bushfire in Bass Coast is lower than most other Gippsland municipalities there are some pockets of community at high risk of bushfire that have the potential for loss of life and property, without prudent mitigation works and education programs,

Victorian Fire Risk Register (VFRR)

The Victorian Fire Risk Register (VFRR) is a systematic process that identifies assets at risk from fire, assesses the level of risk to assets and highlights the risk mitigation treatments currently in place along with the responsible agencies for implementing these strategies.

The Victorian Fire Risk Register - Bushfire (VFRR-B) is a process in which representatives from local government, fire services, public land managers, utilities and other stakeholders map assets at risk from bushfire and assess the level of risk to the asset. Assets may include residential areas, children's services, hospitals, aged-care facilities, infrastructure, commercial industry, tourism events, flora, fauna and those that are culturally significant. Agency representatives also record the current treatments which are carried out to mitigate the risk to the asset. Treatments may include fire prevention, community education and hazard reduction.

The VFRR-B supports and informs Municipal Fire Management Plans. A number of agencies are also using the VFRR-B as evidence based data to support their bushfire planning and decision making. The outputs from the VFRR that have informed and supported this plan are a series of maps displaying assets at risk and current risk mitigation treatments, risk mitigation treatment registers, and a report which explains the risk register and data (Attachment A-I Register of Assets at Risk – Bushfire)

Structure Fire

Structure fire is a hazard directly relating to the built environment. Structure fire can lead to impacts on the following building types:

- residential
- industry
- commercial
- infrastructure
- public assembly
- public accommodation
- healthcare and special accommodation
- agriculture
- marine

Structure fires occur regularly through the year with fires at residential properties being the most common.

Fire Involving Chemicals

A chemical fire involves the actual ignition of a hazardous material in sufficient quantity to pose a danger/threat to life, economy, environment and services to the community. A chemical fire may occur during manufacture, use, handling, transport or storage.

Whilst there is little history of chemical caused fires in Bass Coast there have been occurrences of fires involving chemicals. These fires are more complicated to manage and control due to the possibility of toxic fumes, damaging environmental runoff, and the possibility of increased or erratic fire behaviour.

Planning Process

This version of the MFMP was developed by the Bass Coast Municipal Fire Management Planning Committee (MFMPC).

Where the MFMPC has identified assets at high, very high and extreme risk from bushfire which require additional, specific treatments these are listed in Attachment A-1 Register of Assets at Risk - Bushfire. The currency of the planning around bushfire is the result of an ongoing review of the Register of Assets at Risk of Bushfire and the Multi Agency Works Plan). Bushfire Human Settlement assets are reviewed on a regular basis by the MFMPC member agencies. Annually each agency is asked to examine the treatments assigned to them throughout the plan. Agencies are asked to confirm the treatment was ongoing and had been completed in the past fire season. Treatments were added if required e.g. new planned burns. Agencies make updates to the VFRR via the VFRR Team at CFA and the relevant section of the plan is updated by Council.

Attachment A-2 Assets at Risk – Structure Fire and Attachment A- 3 Assets at Risk – Fires Involving Chemicals complete the identified assets and is reviewed on a regular basis by CFA and Council.

Period of Plan

The MFMPC has endorsed this version of the plan for 3 years until December 2021. It is recognised that the Strategic Bushfire Management Planning process will inform future Municipal Fire Management Planning and associated bushfire mitigation activities in the future and that this process may lead to a new Plan.

Stakeholder Analysis, Community and Organisational Engagement Process

Fire safety is a shared responsibility between individuals, the community, government agencies, and the private sector and non-government organisations and requires a partnership approach. All stakeholders are given the opportunity to contribute to fire management planning and undertake appropriate action to address the risk of fire.

The MFMPC consists of appropriate representatives from relevant fire agencies, Bass Coast Shire Council and other agencies as appropriate.

MFMPC Stakeholder Agency/Organisation	Attendees
Bass Coast Shire Council	Councillor Municipal Fire Prevention Officer Emergency Management Officer Foreshore and Bushland Officer Other Council departments as required
CFA	Operations Officer District 8/Group Officer Brigade Administration Support Officer Vegetation Management Officer
Department of Environment, Land, Water and Planning	Forest Fire Management
Parks Victoria	Area Chief Ranger, South Gippsland and Bass Coast
Phillip Island Nature Parks	Ranger in Charge
VicRoads	Emergency Management Coordinator Regional Operations Eastern Region
Victoria Police	Municipal Emergency Response Coordinator
Emergency Management Victoria	By Invitation/ As Required
South Gippsland Water	By Invitation/ As Required
Westernport Water	By Invitation/ As Required
AusNet Services	By Invitation/ As Required



Part 2 – Engagement and Communications

Community and stakeholder engagement has continued to be an important part of the development and implementation of the MFMP.

During the development of Version 2, the MFMPC actively sought local knowledge from community members about the area's bushfire history. This valuable information is embedded in Part 3 – Shire Facts and Data and elsewhere in the plan.

Since this time, the MFMPC have worked collaboratively to raise community awareness about the risk of fire through shared activities, media and materials recorded in an integrated calendar of activities. The calendar is an agenda item at MFMPC meetings.

Effective community engagement in fire management planning is required to:

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

Some of the key engagement activities include

Community Fire Guard Meetings, PAVs Program, Fire Danger Period Signage, Green Waste Amnesty, Fire Operations Plan Consultation etc.



Part 3 – Shire Facts and Data

Details for Bass Coast can be found on its municipal website² and in the Municipal Emergency Management Plan³. Further information can also be found in the Gippsland Regional Plan 2010, State Bushfire Plan 2012 and a range of State Government websites.

Bass Coast Fire History Summary

Bushfire⁴

The vast majority of bushfires in Bass Coast occur in grass or low scrub (around 98 %) with 65 % of all bushfires being contained to one hectare or less in size. The known top ignition factors are:

- deliberately lit fires some 40%
- unattended fires in the open around 18.5%
- inadequate control of an open fire around 8.5%

It should be noted that approximately 9 % of the Bass Coast footprint is made up of public land, while some 91 % is “freehold” land e.g. farming, business, residential.

² http://www.basscoast.vic.gov.au/About_Bass_Coast.aspx

³ [Bass Coast Shire Council - Emergency Management Plan](#)

⁴ CFA Fire Incident Reporting system & DSE Fireweb incident reporting system

Recent significant past fire events include:

1981 - Cape Woolamai car park, grass fire during a surf carnival which destroyed 42 cars

2004 - Cape Paterson foreshore

2015 – Bushfire at Tank Hill in Wonthaggi

2016 – Bushfires in Grantville and the Gurdies

Structure Fire

During the financial year period of 2000/2001 to 2010/2011 the average numbers of structure fires were 26 per financial year, or 11.2 structure fires per 1,000 head of population. During this period residential house and residential garage fires made up 65.3 % of all structure fires. For all other types of structure fires (e.g. residential seasonal use, commercial, general storage) each recorded less than 20 incidents over the 11-year period.



CFA Firefighters undertaking breathing apparatus training

Fires involving Chemicals

During the financial year period of 2000/2001 to 2014/2015 no fires involving chemicals⁵ were recorded in Bass Coast.



CFA Hazardous Material truck

⁵ As opposed to “chemical spills”

Planning Priorities (Values)

The priorities or “values” for fire management in Bass Coast are:

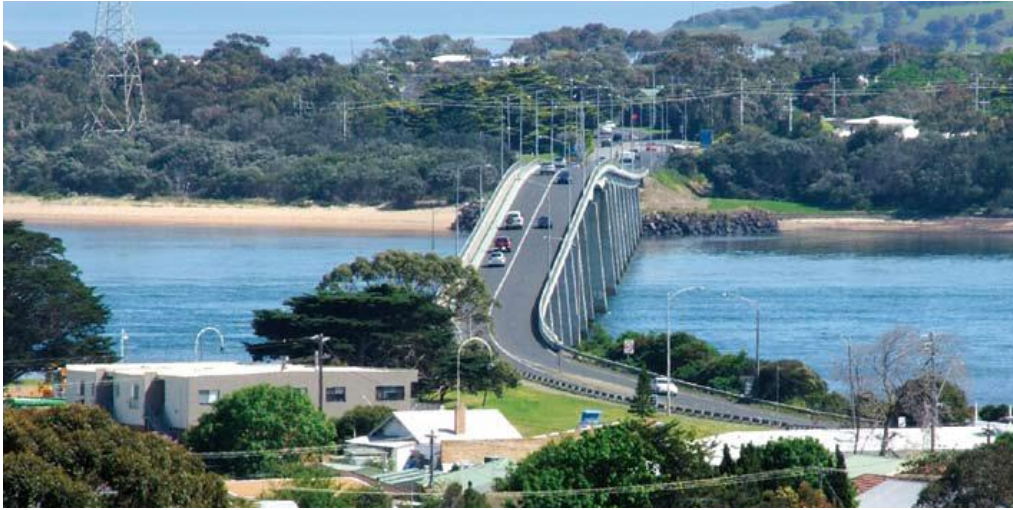
- protection and preservation of human life is paramount.
- protection of critical infrastructure and community assets that support community resilience
- protection of residential property as a place of primary residence
- protection of assets supporting individual livelihoods and economic production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

These priorities are consistent with Gippsland regional and State fire management policies and plans.

Future Fire Management

An analysis of the Shire facts and data has identified the following future implications for fire management:

- **Ongoing development of the urban rural fringe.** These interface areas are more vulnerable with increased risk of bushfire.
- **Aging Population** has decreasing mobility and ability to prepare and defend properties against bushfire. Decreasing mobility also raises vulnerability in structure fires.
- Bass Coast has a high proportion of **non-resident land owners** which Difficulty in communicating with owners. Potential for unprepared and undefended properties within communities
- Bass Coast is a **major tourism destination**, with many holiday lets and holiday homes. Evacuation/shelter issues during a major bushfire; major roads protected to aid with evacuation and emergency services access. Community Information Guides (CIG) and Neighbourhood Safer Places (NSP) will all require a greater commitment to community engagement.
- Bass Coast also hosts a number of **significant major events** of state, national and international importance during the fire danger period. Messaging around emergency event potential needs to consider impacts on the Bass Coast economy. Emergency Management (EM) planning for major events during the FDP needs to consider the potential for bushfire.
- **Phillip Island has limited access and egress** via the bridge at San Remo - Management of conflicting priorities for emergency service access in the case of a major fire and the need to move people from the island is a challenge and needs to be considered in emergency planning



Bridge access from San Remo across to Phillip Island

Part 4 – Municipal Fire Management Objectives

Plan Objectives

The plan objectives have been developed in line with the original Regional Strategic Fire Management Plan 2001 and are reviewed on a regular basis to make sure they still reflect regional fire management planning objectives.

The Bass Coast Municipal Fire Management Planning Committee (MFMPC) will consist of appropriate representatives from relevant fire agencies, local government and other agencies as appropriate. The committee will meet at least bi-monthly whilst establishing the initial MFMP and then at least quarterly.

Planning together - The Bass Coast MFMPC will:

1. Carry out a municipal risk assessment and treatment analysis using an agreed consistent process i.e. Victorian Fire Risk Register - Bushfire (VFRR-B)
2. Use municipal environmental scan data to inform the planning process.
3. Carry out a stakeholder analysis and develop a communications plan which takes into account existing channels of communication and the needs of stakeholder groups including communities

Implementing collaboratively - Member agencies of the Bass Coast MFMPC will

4. actively support the municipal planning process through the provision of appropriate staff, expertise and data.
5. contribute to the delivery of agreed works and treatments through inclusion in their agency business plans.
6. for bushfire, work with adjoining municipalities to ensure a seamless approach to fire management across boundaries.

Building knowledge - The Bass Coast MFMPC will

7. review municipal risks and treatments annually and provide any amendments to the MEMPC and the Gippsland RSMPC.
8. review the MFMPC for currency annually, after a major incident or as directed under legislation.

Building capacity - The Bass Coast MFMPC will

9. actively seek opportunities for stakeholder collaboration to improve outcomes for communities and to reduce duplication and agency workloads.

Using fire - The Bass Coast MFMPC will

10. actively encourage the use of planned fire to achieve positive ecological and community safety outcomes.
11. work with fire agencies in the development of processes aimed at improving fire management on private land for community safety, as well as ecological purposes.

Plan Outcomes

- Fire management across Bass Coast is carried out in an orderly and coordinated manner.
- The community is better informed about fire management within Bass Coast and how it relates to them.
- Fire mitigation works and treatments are coordinated across all land tenures, the community/business and all agencies.
- Existing fuel management breaks, control lines and fire access road networks are identified, reviewed and then mapped to aid in the mitigation of bushfire.
- Agencies identify the need for, and target structure fire mitigation works/treatments.
- Locations with the potential for fires involving chemicals are identified to enable the assessment of risk and treatment effectiveness
- The MEMPC and the Gippsland RSMPC are provided with informed advice with respect to fire management.

Links to Other Plans

Primarily the 'links to other plans' table represents other local agency/organisation plans relating to the Prevention, Preparedness, Response and Recovery (PPRR) spectrum, refer **Attachment D**.



Part 5 – Fire Risk Reduction Strategies

The underlying guiding principle which drives fire management objectives at all levels is; protection and preservation of human life, property and the environment.

There are a range of standard fire management strategies and treatments which are applied across the State, region or municipality, and as such will not be listed against each identified asset in the Register of Assets at Risk as this would make these documents unwieldy.

These standard fire management strategies and treatments are listed in the following sections below.

In addition, the Register of Assets at Risk has been separated into the three fire risk elements Bushfire, Structure and Chemical:

- **Attachment A-1** Register of Assets at Risk - Bushfire (High, Very High and Extreme)
- **Attachment A-2** Register of Assets at Risk – Structure Fire
- **Attachment A-3** Register of Assets at Risk – Fire Involving Chemicals

Bushfire Risk Treatments

A range of bushfire mitigation strategies and treatments exist that are applied consistently across the State and municipality, these include:

- provisions in the Victorian Planning Scheme
- Bushfire Management Overlays/Bushfire Prone Areas
- provisions in the Building Code of Australia (BCA)
- compliance and enforcement of legislation
- declared Fire Danger Period and restrictions
- Total Fire Ban day declarations
- community information and warnings
- power line hazard tree identification, management and reporting

- fire hazard inspection programs and issue of notices
- public awareness programs – multimedia communications
- roadside vegetation management by VicRoads and municipal councils (a standard suite of treatments, broadly applied which includes: Slashing, burning, spraying and mechanical clearing)
- Council/Agency patrols and inspections
- inspection and maintenance of fire hydrants
- emergency management signage
- event management plans
- routine asset maintenance
- Bushfire Attack Level assessments for new buildings proposals
- PAVS and targeted engagement of high risk areas/facilities

Where the MFMPC has identified assets at high, very high and extreme risk from bushfire which require additional, specific treatments these are listed in Attachment A-I Register of Assets at Risk - Bushfire. This attachment identifies initial risk ratings using the Victorian Fire Risk Register - Bushfire⁶ (VFRR-B) data along with current treatments.

Individuals also need to understand their personal level of bushfire risk and to undertake their own mitigation measures, including to prepare and plan for bushfire and act upon their plans when required.

Recommendations from the Victorian Bushfires Royal Commission into the Black Saturday Fires 2009 have re-focused on a number of existing strategies with enhanced activities such as:

- Identification of Hazard Trees in relation to power lines, refer **Attachment C-1**
- Community Information Guides⁷ (CIG), refer **Attachment C-2**
- Neighbourhood Safer Places - Place of Last Resort (NSP-PLR), refer **Attachment C-3**
- fire refuges – none located in Bass Coast, refer **Attachment C-4**
- increased planned burning on public land, refer Attachment A-I Register of Assets at Risk - Bushfire
- implementation of a systematic State-wide program of bushfire risk assessment for all roads and provision to ensure conformity with the obligations in Section.43⁸ of the *Country Fire Authority Act 1958* and with the objectives expressed in the VicRoads 1985 *Code of Practice.*, refer **Attachment G.**

⁶[VFRR-B Handout](#)

⁷ Formerly known as Township Protection Plans

⁸ [Country Fire Authority Act 1958 - SECT 43](#)



DELWP Fuel reduction burning

Structure Fire Risk Treatments

Structural risk in the Bass Coast municipality consists of a mix of residential, commercial and industrial premises with the largest concentrations in the large towns of Wonthaggi, Cowes, Inverloch, and San Remo. Smaller towns contain mainly residential and commercial properties.

A considerable number of residential properties exist in remote locations and small hamlets scattered throughout the municipality.

A range of strategies and treatments exist which are applied consistently across the State and municipality to reduce the occurrence and impact of structure fires, these include:

- provisions in the Victorian Building Act
- Building Code Australia
- provisions the Victorian Planning Scheme
- compliance and enforcement of legislation
- Council Essential Safety Measures Procedures and audit inspections
- industry guidelines
- standards (i.e. electrical safety)
- engineered controls
- fire service response planning and training
- staff training
- event permits and event management plans
- targeted education programs
- public awareness programs – multimedia and multiagency communications

Where the MFMPC has identified assets at risk from structure fire which require additional, specific treatments these are listed in **Attachment A-2** Register of Assets at Risk – Structure Fire.



The Isle of Wight Hotel, Cowes was completely destroyed by fire in May 2010.

Essential Safety Measures Procedures and Building Inspections

Bass Coast Shire Council is responsible under section 212 of the *Building Act 1993*⁹ for the administration and enforcement of Parts 3, 4, 5, 7 and 8 of the Act and the building regulations in its municipal district.

This includes Victoria's essential safety measures legislation¹⁰. This legislation requires building owners to maintain the essential safety measures to the required levels and complete a report on an annual basis.

Council's role and obligations in ensuring essential safety measures are in place and operable is twofold:

- Council as a compliance authority
 - The Building Act 1993 and the building regulations require Council to audit relevant buildings and to ensure appropriate essential safety measures are in place and being maintained.
- Council as an asset owner and manager
 - Council has the responsibility as a building and asset manager to ensure buildings they manage have appropriate safety measures in place, these are well managed and systems are in place to record this information.

Bass Coast is guided by its Essential Services Policy and conducts fire safety inspections of high risk buildings with an emphasis on public assembly and accommodation to address life safety issues and maintenance of essential services.

⁹ [Building Act 1993](#)

¹⁰ [Building Commission - Essential safety measures](#)

Combustible Cladding

Combustible cladding is material that is usually comprised of expanded polystyrene, (EPS) or aluminium composite panel, (ACP) and has been used on the external facing of buildings in Australia since the 1990's. New rules however were put in place by the Victorian Government in March 2018 to prohibit the use of certain types of cladding for new developments.

Combustible cladding has caused the rapid spread of fires in buildings in Victoria, such as the Lacrosse building fire in Southbank in 2014. It has also contributed to overseas building fires with tragic outcomes

Due to concerns regarding combustible cladding on buildings, the Victorian Government established a Taskforce to provide advice on the most appropriate approach to address these concerns. As a result of Taskforce recommendations, the Victorian Building Authority has commenced auditing of 3 or more storey apartments and 2 or more storey public buildings in Victoria, identified as being of potential concern. Each audit report is then assessed by an expert panel comprised of the Victorian Building Authority, Metropolitan Fire Brigade and Fire Engineers. The recommendations from the expert panel are then expected to be enforced by Council Municipal Building Surveyors.

Fires Involving Chemicals Risk Treatments

A range of strategies and treatments exist which are applied consistently across the State and municipality to the storage and transport of chemicals which may be involved in a fire, these include:

- site specific plans
- Australian Code for the Transport of Dangerous Goods by Road and Rail
- Emergency Procedure Guides - Transport (AS 1678 series)
- Material Safety Data Sheets
- compliance and enforcement of legislation
- industry guidelines
- engineered controls
- fire service response planning and training
- staff training
- inspections

Where the MFMPC has identified assets at risk from fires involving chemicals which require additional, specific treatments these are listed in **Attachment A-3** Register of Assets at Risk – Fires Involving Chemicals.

Part 6 – Improvement, Plan Reporting and Review Process

This Municipal Fire Management Plan is a sub plan of the Municipal Emergency Management Plan prepared by the Municipal Fire Management Planning Committee (MFMP).

The Bass Coast Shire Council has a legislative responsibility under the Emergency Management Act (1986), and Emergency Management Act 2013 to develop a Municipal Emergency Management Plan, and under the Country Fire Authority (CFA) Act 1958, to develop and implement a Municipal Fire Management Plan (MFMP).

Audit Plan

For councils wholly or partly within the Country Area of Victoria, the Municipal Fire Management Plan will be audited in accordance with the requirements of the *CFA Act 1958*.

Plan Review and Update

The plan will be reviewed and updated annually by the Municipal Fire Management Planning Committee. This review will take into account works completed, environmental changes and any additional risks. Significant changes must be approved by the committee and articulated through the MEMPC for adoption.

The plan may also be reviewed;

- following significant incidents if required
- as directed by the State or Regional Fire Management Planning Committees
- as required by legislation

The MFMP will report quarterly to the MEMPC and the RSFMP.

Part 7 – Attachments

Attachment A-1	Register of Assets at Risk – Bushfire (High, Very High and Extreme)
Attachment A-2	Register of Assets at Risk – Structure Fire
Attachment A-3	Register of Assets at Risk – Fires Involving Chemical
Attachment B-1	Hazardous Trees Identification (<i>Electrical Safety Act 1998</i>)
Attachment B-2	Community Information Guides¹¹
Attachment B-3	Neighbourhood Safer Places - Place of Last Resort
Attachment B-4	Community Fire Refuges
Attachment C	Maps
Attachment D	Links to Other Plans
Attachment E	Fire Access Roads
Attachment F	Static Water Supplies
Attachment G	Roadside Fire Management
Attachment H	List of Stakeholders
Attachment I	Stakeholder Distribution List
Attachment J	Glossary
Attachment K	Acronyms
Attachment L	References

¹¹ Previously known as Township Protection Plans

Attachment A-1 Register of Assets at Risk – Bushfire (High, Very High and Extreme)

Where the MFMP has identified assets at high, very high and extreme risk from bushfire which require additional, specific treatments these are listed in Attachment A-1 Register of Assets at Risk - Bushfire. This attachment identifies initial risk ratings (assessed with **no** mitigations) using the Victorian Fire Risk Register - Bushfire (VFRR-B) data along with current treatments. All other assets are covered by treatments identified on page 19.

VFRR-B Asset ID	Description	Risk Category	Likely Scenario	Likelihood	Consequence	Risk Rating	Existing Treatments	Treatment applied
5014	Bass Valley PS	Bushfire Human Settlement	Grass fire from North West	Possible	Moderate	High	408 EM Plan (Site), CFA;	Pre Incident Plans with contact details and site plan
5037	Bell Park (Scout Camp)	Bushfire Human Settlement	Direct fire impact from Bushfire. Ember attack from Northern sector	Possible	Moderate	Extreme	416 Fire Access Rd/Tk, DELWP	
5028	Cape Paterson Foreshore	Bushfire Human Settlement	Direct impact from adjoining vegetation	Possible	Moderate	High	107 FRV, CFA; 413 Fire Access Rd/To, LGA;420 CIG, CFA;	Fire Ready Victoria meeting Cape Paterson, Community Information, Fire Access Road maintained to allow Tanker access (4mx4m)
5052	Cape Paterson Foreshore Caravan Parks x 3	Bushfire Human Settlement	Potential grassfire threat from North	Possible	Major	Extreme	107 FRV, CFA; 420 CIG, CFA;409 Site EM Plans, Other	Fire Ready Victoria meeting Cape Paterson, Annual review of hydrant markers, EM Plans requirement of registration and reviewed every three years, Community Information
5059	Cape Paterson Seaward Dve	Bushfire Human Settlement	Potential grassfire threat from North	Unlikely	Moderate	High	107 FRV, CFA; 205 Vegetation Management (slashing) Private; 420 CIG, CFA;	Fire Ready Victoria meeting Cape Paterson, Inspections to ensure adequate slashing works have been undertaken for FDP, Community Information
5060	Cape Paterson West Interface	Bushfire Human Settlement	Potential grassfire threat from North	Unlikely	Moderate	Very High	107 FRV, CFA; 205 Vegetation Management (slashing) Private; 420 CIG, CFA	Fire Ready Victoria meeting Cape Paterson, Inspections to ensure adequate slashing works have been undertaken for FDP, Annual review of hydrant markers, Community Information
5012	Cape Woolamai Fringe	Bushfire Human Settlement	Direct impact from adjoining vegetation. Structure Fire spreading through vegetated properties in the Southern portion	Unlikely	Moderate	Very High	101 Community engagement – Broadbeach Rd PINP, 202 Planned Burn PINP, 207 Fuel Hazard Management LGA, 222 Roadside Vegetation Management, other; 305 Ranger Patrol PINP, 416 Fire Access Rd/Tk, PINP	Inspection and vegetation management as required; Vertical clearance of trees and vegetation from roadsides; Patrol park; Community Information

VFRR-B Asset ID	Description	Risk Category	Likely Scenario	Likelihood	Consequence	Risk Rating	Existing Treatments	Treatment applied
5209 & 5604	Churchill Island	Bushfire Tourism & Recreational & Bushfire Cultural	Direct fire impact from bushfire from North through North West. Ember attack from North through North West.	Unlikely	Moderate	High	203 Fuel Reduction, PINP; 305 Patrol/Insp, PINP; 409 EM Plan PINP; 444 Fire Management Plan PINP	Maintain fire break, Patrol park
5601	Churchill Island Historic Homestead	Bushfire Cultural	Direct fire impact from bushfire from North through North West. Ember attack from North through North West.	Unlikely	Moderate	High	203 Fuel Reduction, PINP; 305 Campfire prevention PINP; 305 Patrol/Insp, PINP; 409 EM Plan PINP; 444 Fire Management Plan PINP	Maintain fire break, Patrol park
5048	Corinella Caravan Park	Bushfire Human Settlement	Fire coming from Corinella Foreshore Point	Unlikely	Major	Very High	409 Site EM Plans, Other	Annual review of hydrant markers, EM Plans requirement of registration and reviewed every three years
5020	Corinella Interface	Bushfire Human Settlement	Grass and Scrub Fire from the Point	Possible	Minor	High	205 Vegetation Management COM	Corinella Foreshore Committee of Management Annual Works
5019	Coronet Bay	Bushfire Human Settlement	Grassfire from the North & North East	Unlikely	Moderate	High	205 Vegetation Management (slashing) Private	Inspections to ensure adequate slashing works have been undertaken for FDP
5038	Dalyston Fringe	Bushfire Human Settlement	Grassfire direct impact from the West	Unlikely	Moderate	High	205 Vegetation Management (slashing) Private	Inspections to ensure adequate slashing works have been undertaken for FDP
5022	Grantville - Adams Estate	Bushfire Human Settlement	Direct fire impact from Bushfire from West and SW. Direct Impact from grassfire to the North. Ember attack from West and South West	Possible	Major	Extreme	106 CFG, CFA; 107 FRV, CFA; 201 Planned roadside burn program LGA; 215 Slashing Program DELWP; 413 Fire Access Rd/Tk, LGA; 420 CIG, CFA; 205 Vegetation Management (slashing) Private	Fire Ready Victoria meeting - Grantville, Manual removal of woody weeds and fine fuel Slashed 15m fuel break around public land boundary, Annual review of hydrant markers, Fire Access Road maintained to allow Tanker access (4mx4m), Community Information, Inspections to ensure adequate slashing works have been undertaken for FDP

VFRR-B Asset ID	Description	Risk Category	Likely Scenario	Likelihood	Consequence	Risk Rating	Existing Treatments	Treatment applied
5056	Grantville East	Bushfire Human Settlement	Direct fire impact from Bushfire & from grassfire. Ember attack from the North	Possible	Moderate	High	107 FRV, CFA; 420 CIG, CFA;	Fire Ready Victoria meeting - Grantville, Community Information
5055	Grantville North	Bushfire Human Settlement	Direct impact and ember attack from Bushland to North and North East	Possible	Major	Very High	107 FRV, CFA; 205 Vegetation Management COM; 416 Fire Access Rd/Tk, DELWP; 420 CIG, CFA;	Fire Ready Victoria meeting - Grantville, Annual review of hydrant markers, Community Information
5029	Harmers Haven	Bushfire Human Settlement	Direct impact Grassfire from North. Structure Fire spreading through vegetated properties	Possible	Major	Extreme	215 Slashing Program DELWP; 307 Ranger Patrol PV; 420 CIG, CFA; 205 Vegetation Management (slashing) Private	Slash access track south of houses, Patrol park, Community Information,
5217	Holden Proving Ground, Lang Lang	Bushfire Commercial	Direct fire impact from Bushfire & grassfire from North to North East. Ember attack from North to North West sector	Possible	Major	Very High	408 EM Plan (Site), CFA;	Pre Incident Plans with contact details and site plan
5034	Inverloch Foreshore Camping Ground	Bushfire Human Settlement	Grass or scrub fire from the North or East	Possible	Moderate	Very High	409 Site EM Plans, Other	Pre Incident Plans with contact details and site plan
5057	Inverloch Surf Pde	Bushfire Human Settlement	Direct impact from adjoining vegetation. Structure Fire spreading through vegetated properties	Unlikely	Moderate	High	222 Roadside Vegetation Management, LGA; 420 CIG, CFA;	Vertical clearance of trees and vegetation from roadsides, Community Information
5058	Inverloch Thompsons Estate	Bushfire Human Settlement	Direct impact and ember attack from Bushland Reserve	Possible	Moderate	High	420 CIG, CFA;	Community Information
5051	Inverloch, Opal Seahaven Aged Care	Bushfire Human Settlement	Grass fire from North West	Unlikely	Major	Very High	207 Fuel Hazard Management LGA; 420 CIG, CFA;	Slashing of roadside and walking track , Annual review of hydrant markers, Community Information

VFRR-B Asset ID	Description	Risk Category	Likely Scenario	Likelihood	Consequence	Risk Rating	Existing Treatments	Treatment applied
5049	Kilcunda Oceanview Holiday Retreat	Bushfire Human Settlement	Grass fire from North West	Possible	Moderate	High	409 Site EM Plans, Other	EM Plans requirement of registration and reviewed every three years
5208	Koala Conservation Centre, Cowes	Bushfire Tourism & Recreational	Direct impact from bushfire and embers from the north, north west.	Possible	Major	High	202 Burn Program, PINP; 203 Fuel Reduction, PINP; 305 Patrol/Insp, PINP; 409 EM Plan PINP; 444 Fire Management Plan PINP	Maintain fire break, Patrol park
5045	Koala World Caravan Park and A Maz'N Things Holiday Park	Bushfire Human Settlement	Direct Impact from grassfire and bushfire. Ember attack from North to North West sector	Possible	Major	Very High		
5013	Newhaven College Campus, Phillip Island Road	Bushfire Human Settlement	Direct fire impact from Bushfire & grassfire. Ember attack from North to North West sector	Possible	Moderate	High	408 EM Plan (Site), CFA;	Pre Incident Plans with contact details and site plan
5011	Newhaven South Fringe	Bushfire Human Settlement	Direct impact from adjoining vegetation	Unlikely	Minor	High	205 Fuel Hazard Management; 413 Fire Access Roads & Tracks	Fire Access Road maintained to allow Tanker access (4mx4m)
5042	Penguin Parade Visitor Centre	Bushfire Human Settlement	Direct impact from grassfire/scrub fire from the West.	Possible	Major	Very High	307 Patrol/Insp, PINP	Maintain fire break, Patrol park, Annual review of hydrant markers
5206	Penguin Parade Visitor Centre, Summerland Bay	Bushfire Tourism & Recreational	Direct impact grassfire from North and West	Possible	Major	Extreme	215 Slashing, vegetation monitoring, strategic fuel breaks, including wet fire break PINP ; 305 Patrol/Insp, PINP; 404 FP & Hyd installation & Maint; 409 EM Plan PINP; 440 Fire Service Static Water Tanks, PINP;444 Fire Management Plan PINP	Maintain fire break, Patrol park, Annual review of hydrant markers
5067	Phillip Island Adventure Resort	Bushfire Human Settlement	Direct fire impact from Bushfire & grassfire. Ember attack from North to North West sector	Possible	Moderate	High	408 EM Plan (Site), CFA;	Pre Incident Plans with contact details and site plan

VFRR-B Asset ID	Description	Risk Category	Likely Scenario	Likelihood	Consequence	Risk Rating	Existing Treatments	Treatment applied
5047	Phillip Island Caravan Park (Newhaven)	Bushfire Human Settlement	Bushfire to the North, North West	Possible	Major	Very High	409 Site EM Plans, Other	Annual review of hydrant markers, EM Plans requirement of registration and reviewed every three years
5043	Phillip Island Grand Prix Track Camping Ground	Bushfire	Grass fire from North West	Possible	Major	High	432 Event Management Plans – LGA	Regular meetings held by Event Management to confirm compliance
5024	Pioneer Bay Fringe	Bushfire Human Settlement	Direct impact from grassland to North	Unlikely	Moderate	Very High	107 FRV, CFA; 205 Vegetation Management (slashing) Private; 416 Fire Access Rd/Tk, DELWP	Fire Ready Victoria meeting - Grantville, Inspections to ensure adequate slashing works have been undertaken for FDP, Annual review of hydrant markers
5050	Powlett River Caravan Park	Bushfire Human Settlement	Grass fire from North West	Unlikely	Moderate	Very High	307 Patrol/Insp – High Risk Times, PV; 409 Site EM Plans, Other; 415 Fire Access Rd/Tk, PV	Patrol park, Annual review of hydrant markers, EM Plans requirement of registration and reviewed every three years
5015	Powlett River PS	Bushfire Human Settlement	Grass fire from North West	Possible	Moderate	High	408 EM Plan (Site), CFA;	Pre Incident Plans with contact details and site plan
5003	Red Rocks	Bushfire Human Settlement	Direct impact from fire in foreshore vegetation	Possible	Moderate	Very High	303 Ranger Patrol –Campfire LGA; 413 Fire Access Rd/Tk, LGA	Beach Patrols during business hours at peak Christmas and New Year periods, Annual review of hydrant markers, Fire Access Road maintained to allow Tanker access (4mx4m)
5005	Silverleaves	Bushfire Human Settlement	Fires from Foreshore impacted on vegetated properties. Structure Fire spreading through vegetated properties	Possible	Major	Extreme	107 FRV, CFA; 205 Fuel Hazard Management PINP; 207 Fuel Hazard Management LGA; 222 Roadside Vegetation Management, LGA; 413 Fire Access Rd/Tk, LGA; 420 CIG, CFA;	Fire Ready Victoria- joint activity with Phillip Island Nature Parks Slashing of Beach Access Tracks, Vertical clearance of trees and vegetation from roadsides, Beach Patrols during business hours at peak Christmas and New Year periods, Annual review of hydrant markers, Fire Access Road maintained to allow Tanker access (4mx4m), Community Information; 205 Fuel Hazard Management PINP; Slashing of Beach Access Tracks

VFRR-B Asset ID	Description	Risk Category	Likely Scenario	Likelihood	Consequence	Risk Rating	Existing Treatments	Treatment applied
5066	Smiths Beach North Fringe	Bushfire Human Settlement	Potential grassfire threat from North	Unlikely	Moderate	High	205 Vegetation Management (slashing) Private;	Inspections to ensure adequate slashing works have been undertaken for FDP
5008	Smiths Beach West Fringe (Include St Bede's school)	Bushfire Human Settlement	Grass and Scrub Fire from North West to West	Possible	Moderate	High	205 Vegetation Management (slashing) Private; 205 Vegetation Management (slashing) Private	Inspections to ensure adequate slashing works have been undertaken for FDP; Inspection and vegetation management as required
5062	South Dudley	Bushfire Human Settlement	Grassfire from the North	Unlikely	Moderate	High	205 Vegetation Management (slashing) Private	Inspections to ensure adequate slashing works have been undertaken for FDP
5010	Sunderland Bay	Bushfire Human Settlement	Grassfire from the North & North West	Unlikely	Moderate	High	205 Vegetation Management (slashing) Private	Inspections to ensure adequate slashing works have been undertaken for FDP
5021	Tenby Point	Bushfire Human Settlement	Grassfire from adjoining farmland	Unlikely	Moderate	High	205 Vegetation Management (slashing) Private	Inspections to ensure adequate slashing works have been undertaken for FDP
5025	The Gurdies	Bushfire Human Settlement	Direct fire impact from Bushfire. Direct Impact from grassfire. Ember attack from North to North West sector	Possible	Moderate	Extreme	107 FRV, CFA; 231 Planned Burn Program DELWP; 413 Fire Access Rd/Tk, LGA; 420 CIG, CFA;	Fire Ready Victoria meeting - Grantville, Burn Dunbabin Road West, Fire Access Road maintained to allow Tanker access (4mx4m), Community Information
5041	The Nobbies	Bushfire Human Settlement	Grassfire from the North East	Possible	Moderate	High	215 Slashing, vegetation monitoring, strategic fuel breaks, including wet fire break PINP; 305 Campfire prevention PINP; 307 Patrol/Insp, PINP; 409 EM Plan PINP; 444 Fire Management Plan, PINP; 444 Fire Management Plan PINP	Maintain fire break, Patrol park
5205	The Nobbies, Point Grant	Bushfire Tourism & Recreational	Direct fire impact from grass fire from the East to North East.	Unlikely	Moderate	High	215 Slashing, vegetation monitoring, strategic fuel breaks, including wet fire break PINP ; 305 Campfire prevention PINP; 305 Patrol/Insp, PINP; 409 EM Plan PINP;	Maintain fire break, Patrol park

VFRR-B Asset ID	Description	Risk Category	Likely Scenario	Likelihood	Consequence	Risk Rating	Existing Treatments	Treatment applied
5071	Ventnor Grossard Point Graydens Rd	Bushfire Human Settlement	Direct impact from fire in foreshore vegetation	Unlikely	Moderate	High	413 Fire Access Rd/To, LGA	Beach Patrols during business hours at peak Christmas and New Year periods; Fire Access Road maintained to allow Tanker access (4mx4m)
5073	Ventnor North	Bushfire Human Settlement	Direct impact from fire in foreshore vegetation	Unlikely	Moderate	High	413 Fire Access Rd/Tk, LGA	Beach Patrols during business hours at peak Christmas and New Year periods; Fire Access Road maintained to allow Tanker access (4mx4m)
5002	Ventnor North Foreshore	Bushfire Human Settlement	Direct impact from fire in foreshore vegetation	Possible	Minor	High	207 Fuel Hazard Management LGA; 413 Fire Access Rd/To, LGA	Inspection and vegetation management as required, Beach Patrols during business hours at peak Christmas and New Year periods, Fire Access Road maintained to allow Tanker access (4mx4m)
5064	Wonthaggi Campbell St	Bushfire Human Settlement	Direct impact from Grass and or scrub fire from North and West. Ember attack from North	Possible	Moderate	Very High	215 Slashing Program DELWP; 231 Planned Burn Program DELWP	Slashed access tracks / fuel breaks, Annual review of hydrant markers, Burn No. 2SBC0019 Campbell Street
5036	Wonthaggi Hospital	Bushfire Human Settlement	Scrub Fire from North West	Possible	Moderate	High	408 EM Plan (Site), CFA;	Pre Incident Plans with contact details and site plan
5063	Wonthaggi Poplar St	Bushfire Human Settlement	Direct impact and ember attack from adjoining wetlands reserve to West	Possible	Moderate	Very High	207 Fuel Haz Mgmt, LGA; 400 Fire Protection Plan LGA (Wonthaggi Wetlands Reserve); 413 Fire Access Rd/Tk, LGA;	Slashing and track maintenance in Wonthaggi Wetland Reserve, Elements identified in Fire Management Plan, Annual review of hydrant markers, Fire Access Road maintained to allow Tanker access (4mx4m)
5224	World Super Bikes	Bushfire Tourism & Recreational	Grass fire from North	Unlikely	Major	High	432 Event Management Plans – LGA	Regular meetings held by Event Management to confirm compliance

Fire agencies respond to numerous residential and other structure fires each year across all areas of the state. Any such fire has the potential for catastrophic impact on individuals, families and the broader community; there is always the potential for life loss and significant economic and social impact. Fire agencies continually strive, along with their partner agencies (including local councils) to minimise the occurrence and impact of such fires, and have in place broad ranging programs and response measures. In addition, legislation is in place which aims to reduce the occurrence and impact of structure fires in the community, including planning and building controls. Program information and advice is available from fire agency websites and offices. **These tables therefore do not quantify the risk of human life loss as it is assumed that the potential for life loss is a constant. Instead the consequence table considers economic loss and social disruption in the event of a structure fire.**

Asset Type	BCA Class	Description	Likely Impacts	Existing Treatments	Likelihood	Consequence	Risk	Detail/Comments
Residential	1a	Private Dwellings (includes house, unit, apartment, relocatable dwelling, seasonal rental properties and other independent living)	People <ul style="list-style-type: none"> Isolated cases of serious injuries Health system operating within normal parameters Displacement of people within jurisdictional capacity to cope Personal support needs being met 	A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP CFA coverage CFA Community Education programs (Home Fire Safe, Fire Safe Kids, Fire Safe Youth, Early Fire Safe, JFAIP, Change your Clock/Smoke Alarm Program) Local Media Fire Safety Articles Planning Controls (e.g., subdivisions, Bushfire Management Overlay) Building Controls (e.g. Smoke Alarms, Bushfire Prone Areas) Street Hydrant Maintenance (where available) Smoke Alarms	Almost Certain	Minor	High	
Residential	1a 3	Multiple Tenancy (Includes large multi-tenancy public housing developments and private dwellings multi-storey buildings)	People <ul style="list-style-type: none"> Isolated cases of serious injuries Health system operating within normal parameters Displacement of people within jurisdictional capacity to cope Personal support needs being met Social Setting <ul style="list-style-type: none"> Isolated and temporary cases of reduced services within community 	As above	Possible/Likely	Minor	Low	

Asset Type	BCA Class	Description	Likely Impacts	Existing Treatments	Likelihood	Consequence	Risk	Detail/Comments
Residential	3	Special Needs Housing (e.g. DHHS & NGO providers)	<p>People</p> <ul style="list-style-type: none"> Isolated cases of serious injuries Health system operating within normal parameters Displacement of people within jurisdictional capacity to cope Personal support needs being met <p>Social Setting</p> <ul style="list-style-type: none"> Isolated and temporary cases of reduced services within community Localised disruption to community wellbeing and social networks over a small area for a period of weeks 	<p>A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP</p> <p>As above plus: CFA Brigade usually aware of sites Some sites will have CFA Pre Incident Plans (PIP)/Site Information Sheets DHHS sites have residential sprinkler systems DHHS sites have Fire Response Plans Some sites have staff during times of occupation No smoking inside policy Home Fire Safety Session and fire extinguisher familiarisation available for staff Street Hydrant Maintenance (where available)</p>	Possible/Likely	Minor	Low	
Residential/ SFP	9a	Hospitals (e.g. Bass Coast Health-Wonthaggi Hospital)	<p>People</p> <ul style="list-style-type: none"> Health system operating at maximum capacity, under severe pressure Isolated cases of displacement of people for periods in the order of a day Jurisdictional personal support system operating at maximum capacity Normal health care and living standards difficult to maintain <p>Public Administration</p> <ul style="list-style-type: none"> Governing body absorbed with managing the event Public administration struggles to provide critical services <p>Social Setting</p> <ul style="list-style-type: none"> Severe disruption to community wellbeing and social networks over a wide area for up to two years 	<p>Pre Incident Plans/Site Information Sheets 24/7 staffing, staff training EM (Site) Plan & procedures Fire safety Inspection (as part of Accreditation) Maintained Essential Safety Measures Fire Safety System as required by BCA (e.g. sprinklers, monitored alarms, hydrants, etc.)</p>	Possible/Likely	Major	High	

Asset Type	BCA Class	Description	Likely Impacts	Existing Treatments	Likelihood	Consequence	Risk	Detail/Comments
Residential/ SFP	9c	Nursing Homes and Aged Care Facilities (e.g. Opal Seahaven Inverloch, Banfields Cowes)	<p>People</p> <ul style="list-style-type: none"> Isolated cases of lives lost and/or some cases of serious injuries Displacement of people within capacity of the jurisdiction to cope for periods of less than 24 hours Elements of jurisdictional personal support system operating at maximum capacity <p>Public Administration</p> <ul style="list-style-type: none"> Governing body manages the emergency event with considerable diversion from policy Public administration functions limited by focus on critical services <p>Social Setting</p> <ul style="list-style-type: none"> Ongoing reduced services within community 	<p>A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP</p> <p>Pre Incident Plans/Site Information Sheets 24/7 staffing, staff training EM (Site) Plan & procedures Fire safety Inspection (as part of Accreditation) Maintained Essential Safety Measures Fire Safety System as required by BCA(e.g. sprinklers, monitored alarms, hydrants, etc.)</p>	Possible/Likely	Moderate	Medium	
Residential	3a	Back Packers Hostels	<p>People</p> <ul style="list-style-type: none"> Isolated cases of serious injuries Health system operating within normal parameters Displacement of people within jurisdictional capacity to cope Personal support needs being met <p>Social Setting</p> <ul style="list-style-type: none"> Isolated and temporary cases of reduced services within community 	<p>CFA coverage and Pre Incident Response Plans EM (Site) Plan & procedures Fire safety inspection Maintain essential service Protected premise fire alarm system as required by BCA Staffing, staff training No smoking policy Test & Tag, electrical equipment Reticulated water supply</p>	Unlikely	Moderate	Low	

Asset Type	BCA Class	Description	Likely Impacts	Existing Treatments	Likelihood	Consequence	Risk	Detail/Comments
Residential	10a	Caravan Parks (including Holiday and Residential, moveable dwelling, tents and other facilities)	<p>People</p> <ul style="list-style-type: none"> Isolated cases of serious injuries <p>Social Setting</p> <ul style="list-style-type: none"> Ongoing reduced services within community 	<p>A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP</p> <p>Legislation requires a Fire Safety Report Fire developed to meet requirements of CFA Caravan Park Fire Safety 2012 guidelines¹² or alternative fire safety requirements to the CFA satisfaction. (refer to guideline) CFA Community Education programs (Home Fire Safety and Fire Ready Victoria sessions aims at owners and staff, Home Fire Safety Session for Residential Parks) Street Hydrant Maintenance (where available)</p>	Likely	Minor	Medium	
Place of Public Assembly/SFP	9b	Education Facilities (Including schools, colleges, early learning and childcare centres, specialist schools)	<p>People</p> <ul style="list-style-type: none"> Isolated cases of serious injuries Health system operating within normal parameters Displacement of people within jurisdictional capacity to cope Personal support needs being met <p>Public Administration</p> <ul style="list-style-type: none"> Governing body absorbed with managing the event Public administration struggles to provide critical services <p>Social Setting</p> <ul style="list-style-type: none"> Major disruption to community wellbeing and social networks over a locality for a period of months <p>Infrastructure</p> <ul style="list-style-type: none"> Infrastructure/system failure puts severe pressure on part of the community's functioning over a medium to large area for a medium period (up to three months) 	<p>Pre Incident Plans/Site Information Sheets EM (Site) Plan & procedures Fire Safety System as required by BCA (e.g. hydrants, hose reels etc.) Maintained Essential Safety Measures Staff training DET EM requirements Street Hydrant Maintenance (where available)</p>	Unlikely	Moderate	High	

¹² [caravan-park-fire-safety-guideline](#)

Asset Type	BCA Class	Description	Likely Impacts	Existing Treatments	Likelihood	Consequence	Risk	Detail/Comments
Place of Public Assembly/SFP	3	Camps (Including school camps, church camps, Scout/Guide camps)	<p>People</p> <ul style="list-style-type: none"> Isolated cases of serious injuries Health system operating within normal parameters Displacement of people within jurisdictional capacity to cope Personal support needs being met <p>Social Setting</p> <ul style="list-style-type: none"> Isolated and temporary cases of reduced services within community 	<p>A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP</p> <p>Pre Incident Plans/Site Information Sheets EM (Site) Plan, procedures Maintained Essential Safety Measures Staff training Street Hydrant Maintenance (where available)</p>	Possible/Likely	Minor	Low	
Residential/ SFP	6	Hotels, Motels, Resorts with accommodation	<p>People</p> <ul style="list-style-type: none"> Isolated cases of serious injuries <p>Social Setting</p> <ul style="list-style-type: none"> Permanent damage to objects of cultural/historical significance Major disruption to community wellbeing and social networks over a locality for a period of months 	<p>Pre Incident Plans/Site Information Sheets Some have 24/7 staffing, staff training EM (Site) Plan & procedures Fire safety systems as required by BCA Industry guidelines Maintained Essential Safety Measures Work Safe Inspections Street Hydrant Maintenance (where available)</p>	Likely	Minor	Medium	

Asset Type	BCA Class	Description	Likely Impacts	Existing Treatments	Likelihood	Consequence	Risk	Detail/Comments
Place of Public Assembly	5 9b	Civic Complexes (e.g. Wonthaggi Civic Centre, Cowes Cultural & Civic Centre and Inverloch Community Hub)	<p>Economy</p> <ul style="list-style-type: none"> Financial loss, 1-3% of the jurisdiction's revenues requiring major changes in business strategy to (partly) cover loss Significant disruptions across industry sectors leading to multiple business failures and loss of employment <p>Public Administration</p> <ul style="list-style-type: none"> Governing body absorbed with managing the event Public administration struggles to provide critical services <p>Social Setting</p> <ul style="list-style-type: none"> Severe disruption to community wellbeing and social networks over a wide area for up to two years <p>Infrastructure</p> <ul style="list-style-type: none"> Medium to long term (three to six months) failure of significant infrastructure and/or service delivery affecting large parts of the community 	<p>A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP</p> <p>Pre Incident Plans/Site Information Sheets Fire Safety System as required by BCA (e.g. monitored alarms, hydrants, etc.) Maintained Essential Safety Measures Workplace emergency manual Staff training Street Hydrant Maintenance (where available)</p>	Possible/Likely	Major	High	
Places of Public Assembly	9b	Entertainment Venues: Hotels & night clubs, theatres, halls, churches, social & sporting clubs, surf clubs, fishing clubs, library race courses, etc. (e.g. Wonthaggi Theatre)	<p>People</p> <ul style="list-style-type: none"> Isolated cases of serious injuries <p>Social Setting</p> <ul style="list-style-type: none"> Permanent damage to objects of cultural/historical significance 	<p>Fire Safety System as required by BCA Fire Safety Systems required under liquor licencing. Maintained Essential Safety Measures Staff training Industry guidelines Street Hydrant Maintenance (where available)</p>	Possible/Likely	Moderate	Medium	

Asset Type	BCA Class	Description	Likely Impacts	Existing Treatments	Likelihood	Consequence	Risk	Detail/Comments
Place of Public Assembly	5 6 8 5 8 9a	Commercial Precinct Includes: CBD areas Retail Offices General stores Veterinary Supermarkets Hardware stores Medical Centres Cafes and Restaurants	Economy <ul style="list-style-type: none"> Disruptions to selected industry sectors leading to isolated cases of business failure and multiple loss of employment 	A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP EM (Site) Plan & procedures Fire Safety Systems as required by BCA Maintained Essential Safety Measures Staff training Some have Pre Incident Plans/Site Information Sheets Work Safe Inspections Street Hydrant Maintenance (where available)	Possible/Likely	Moderate	Medium	
			Social Setting <ul style="list-style-type: none"> Ongoing reduced services within community 					
Industrial	6 8	Industrial precincts/buildings. (Motor engineers Vehicle body shops Engineering firms Prefabricated home construction Electricians Furniture manufacturers)	Economy <ul style="list-style-type: none"> Disruptions at business level leading to isolated cases of loss of employment 	EM (Site) Plan & procedures Fire Safety Systems as required by BCA Maintained Essential Safety Measures Staff training Some have Pre Incident Plans/Site Information Sheets Work Safe Inspections Street Hydrant Maintenance (where available)	Likely	Minor	Medium	
			Social Setting <ul style="list-style-type: none"> Isolated and temporary cases of reduced services within community 					

Asset Type	BCA Class	Description	Likely Impacts	Existing Treatments	Likelihood	Consequence	Risk	Detail/Comments
Place of Public Assembly		<p>Major tourist sites and events (e.g. Penguin Parade including hospital and rookery The Nobbies Visitor Centre State Coal Mine Churchill Homestead Moto GP</p>	<p>People</p> <ul style="list-style-type: none"> Isolated cases of displacement of people for periods in the order of a day Jurisdictional personal support system operating at maximum capacity <p>Economy</p> <ul style="list-style-type: none"> Financial loss, 1-3% of the jurisdiction's revenues requiring major changes in business strategy to (partly) cover loss Significant disruptions across industry sectors leading to multiple business failures and loss of employment <p>Public Administration</p> <ul style="list-style-type: none"> Governing body absorbed with managing the event Public administration struggles to provide critical services Loss of public confidence in governance, with serious widespread public outcry and some alarm <p>Social Setting</p> <ul style="list-style-type: none"> Severe disruption to community wellbeing and social networks over a wide area for up to two years <p>Infrastructure</p> <ul style="list-style-type: none"> Medium to long term (three to six months) failure of significant infrastructure and/or service delivery affecting large parts of the community Initial external support required 	<p>A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP</p> <p>Sites Pre Incident Plans/Site Information Sheets Fire Safety Systems as required by BCA EM (Site) Plan & procedures Maintained Essential Safety Measures Staff training Street Hydrant Maintenance (where available)</p> <p>Events BCSC Event Planning Permit Building surveyor inspections (as required) CFA Fire Safety Inspections (as required) Work Safe Inspections (as required) EM (site) Plans & Procedures Security On site fire equipment</p>	Possible/Likely	Major	High	

Asset Type	BCA Class	Description	Likely Impacts	Existing Treatments	Likelihood	Consequence	Risk	Detail/Comments
Industrial	8	Food production and processing (Abattoirs, granaries, food processing plants etc.)	<p>Economy</p> <ul style="list-style-type: none"> Disruptions to selected industry sectors leading to isolated cases of business failure and multiple loss of employment <p>Social Setting</p> <ul style="list-style-type: none"> Ongoing reduced services within community 	<p>A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP</p> <p>Some have Pre Incident Plans/Site Information Sheets Fire Safety Systems as required by BCA EM (Site) Plan & procedures Staff Training Work Safe Inspections</p>	Unlikely	Moderate	Low	
Industrial	8	Major Essential Services Infrastructure (e.g. Victorian Desalination Plant, critical energy and water infrastructure)	<p>Economy</p> <ul style="list-style-type: none"> Financial loss, 1-3% of the jurisdiction's revenues requiring major changes in business strategy to (partly) cover loss Significant disruptions across industry sectors leading to multiple business failures and loss of employment <p>Public Administration</p> <ul style="list-style-type: none"> Governing body absorbed with managing the event Public administration struggles to provide critical services Loss of public confidence in governance, with serious widespread public outcry and some alarm <p>Social Setting</p> <ul style="list-style-type: none"> Severe disruption to community wellbeing and social networks over a wide area for up to two years <p>Infrastructure</p> <ul style="list-style-type: none"> Medium to long term (three to six months) failure of significant infrastructure and/or service delivery affecting large parts of the community 	<p>Some have Pre Incident Plans/Site Information Fire Safety Systems as required by BCA EM (Site) Plan & procedures Staff Training Work Safe Inspections</p>	Unlikely	Major	High	

Asset Type	Fires involving chemicals listed in this register relate to chemicals that make fire behaviour more complex, severe or unpredictable. NB: They do not relate to gases or fuels		A number of generic treatments exist which are applied across the state or municipality, and as such are not listed against each asset listed below but are listed in Part 5 of the MFMP			Likelihood	Consequence	Risk	Treatment Recommendations	Treatment Priority	Detail/Comments
	Description	Likely Scenario	Existing Treatments								
Industrial/ Commercial	Fires involving stored chemicals, includes large agricultural supply businesses	Structure fire start, chemical involvement adding additional complexity to Incident management	CFA coverage EM (Site) Plans Code of Practice for the Storage and Handling of Dangerous Goods No.27 National Code of Practice for the Placarding of Chemical Stores Agricultural Chemical Users Permit – Agriculture Vic Chemical Safety Self-Assessment Tool - WorkSafe			Possible	Moderate	Medium			<i>Indicative assessment only</i> Chemicals (agricultural) include fuels, solvents, pesticides, herbicides, fungicides, fertilisers and veterinary drugs e.g. <ul style="list-style-type: none"> • Glyphosate • Aluminium/Zinc phosphide – fumigant • Organophosphates • Pyrethroids • Methyl bromide • Sodium Fluoroacetate – ‘1080’ baits • Strychnine • Paraquat, Diquat • Cresol • Alkaline and acid-cleaning agents • Formalin • Nutritional supplements – selenium and copper • Livestock vaccines.
Industrial/ Commercial	Fires involving sites with large use of refrigerants	Structure fire start, refrigerant involvement adding additional complexity to Incident management				Possible	Moderate	Medium			<i>Indicative assessment only</i>
Industrial/ Commercial	Fires involving transportation of chemicals	Vehicle accident/Fire, chemical involvement adding additional complexity to Incident management	CFA coverage Australian Code for the Transport of Dangerous Goods by Road and Rail Composite Warning Placards Emergency Procedure Guide AS 1678 VicRoads Chain of Responsibility inspections/searches			Possible	Moderate	Medium	Potential for longer term environmental impact		<i>Indicative assessment only</i>

Attachment B-1 – Hazard Trees (Electrical Safety Act 1998)

Hazard trees – identification and notification procedures

The *Electricity Safety Act 1998* (Vic) (**ES Act**) 86 B provides the obligation for municipal councils in:

86 B Municipal fire prevention plans must specify procedures for the identification of trees that are hazardous to electric lines (*Electricity Safety (Bushfire Mitigation) Regulations 2013*)

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

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

The procedures outlined in this section of the MFMP seek to address the requirement detailed above.

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

What is a hazard tree?

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

The Electricity Safety (Electric Line Clearance) Regulations 2010 further provide that a responsible person may cut or remove such a tree 'provided that the tree has been assessed by a suitably qualified arborist; and that assessment confirms the likelihood of contact with an electric line having regard to foreseeable local conditions.'

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

Who is responsible for a hazard tree?

Under the ES Act, the person responsible for maintaining vegetation and clearance space around power lines is referred to as the 'responsible person'. This includes responsibility for keeping the whole or any part of a tree clear of the line.

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

Responsible Persons within Bass Coast

There are a number of organisations that have responsibility for line clearance in Bass Coast, including:

- AusNet Services
- Bass Coast Shire Council

There is only one electricity distribution business in Bass Coast.

There are two declared areas (as per Section 81 of the ES Act) within Bass Coast, in the towns of Wonthaggi and Inverloch, where the responsibility lies with the Council to identify, assess and remedy any hazardous tree that falls within the declared area.

Other relevant information

Responsible persons, other than private persons, must have an electric line clearance management plan in place for areas for which they have responsibility (*refer Electricity Safety (Electric Line Clearance) Regulations 2010*).

Procedures and criteria for identifying hazard trees

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

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

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

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

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

Procedures and criteria for notifying hazard trees

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

- The organisation with responsibility for the highest percentage of lines within the municipality (**the primary responsible person**) is AusNet Services and therefore the person to whom potentially hazardous trees should be reported if the hazardous tree is identified outside of the declared Area.
- The organisations with the responsibility for power lines that fall within the declared area is Bass Coast Shire Council and are maintained as defined in the Energy Safe Victoria approved Electric Line Clearance Management Plan for Bass Coast Shire Council.
- Where any person becomes aware of, or receives a report of, a potentially hazardous tree within the municipality, this should be referred to AusNet Services in the first instance and Bass Coast Shire Council if the potential hazard tree is within the townships of Inverloch or Wonthaggi. Where the Committee becomes aware of, or receives a report of, a potentially hazardous tree within the municipality, this must be referred to AusNet Services or Bass Coast Shire Council.
- Reports of potentially hazardous trees must be provided to either AusNet Services or Bass Coast Shire Council for action as soon as practicable. Reports must include, as far as practicable:
 - The name and contact details and any relevant qualifications where known of the person making the report
 - As much detail as possible about the location of the tree (including, where known, GPS coordinates, details of numerical/name plate on nearest pole, name of nearest road or crossroads, closest landmark, whether tree is on private land or road reserve etc.)
 - A description of the tree (including, if known, the genus and species of tree)
 - The primary reasons given for the tree being identified as potentially hazardous (e.g. tree is in proximity to an electric line AND there is evidence of structural weakness and/or excessive lean and/or appears to be encroaching into line clearance space etc.)
 - An indication of whether or not urgent action is required.
- AusNet Services or Bass Coast Shire Council must take all necessary steps to advise the person responsible for the tree that it may be hazardous where they are **not** the responsible person.

Primary Responsible Person Representative (PRPR)

The key contact person for Bass Coast Shire Council is:

Agency name	Bass Coast Shire Council
Position title of contact person	Manager Infrastructure Maintenance
All Hours Number	1300 BCOAST (226 278)

The key contact for AusNet Services is:

Agency name	AusNet Services (contracting Select Solutions)
All Hours Number	131799

Procedures for Notification of Responsible Persons

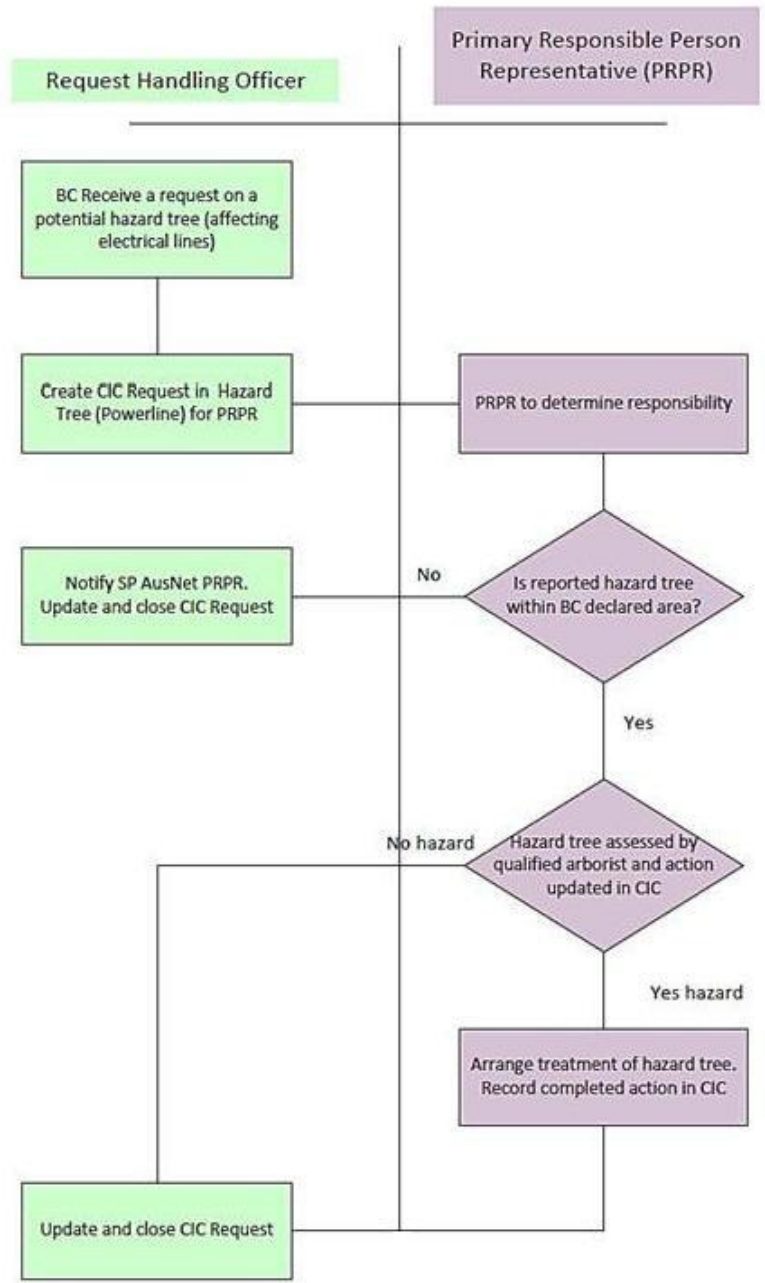
Where a potentially hazardous tree has been reported to Bass Coast Shire Council or AusNet Services, or another responsible person, the procedure outlined below should be followed.

AusNet Services and all responsible persons should put in place mutually agreed arrangements for the manner in which reports of potentially hazardous trees are passed on to responsible persons. Bass Coast Shire maintain the declared area they manage as determined in the current Bass Coast Shire Electrical Line Clearance Management Plan.

Bass Coast Shire Process

Refer flow chart on next page.

Flow Chart of Hazardous Trees Process as required under the Electrical Safety Act 1998 (Vic)



Reporting Timelines

AusNet Services should provide reports to the relevant responsible person as soon as practicable.

In circumstances where:

- the potentially hazardous tree is located within a high bushfire risk area (as per s.80 of the ES Act) and the potentially hazardous tree is reported during the fire danger period declared under the Country Fire Authority Act 1958 (Vic); or
- the report indicates that there is an imminent danger that the tree will contact or fall onto lines as a result of minor environmental changes;

The potentially hazardous tree must be referred to the relevant responsible person for action as soon as possible, and by close of the next business day.

Each responsible person (other than the primary responsible person) must provide AusNet Services with contact details of the person (position title) who reports should be provided. It is the responsibility of each responsible person to ensure that AusNet Services is provided with up-to-date contact details.

Register

It is recommended that AusNet Services maintain a register in which all notifications are recorded together with the date of receipt of the notification and the date the notification was reported to the responsible person.

It is recommended that responsible persons also maintain a register of notifications received of hazardous trees for which they are the responsible person.

Primary Responsible Person Consultation

The Committee notes that AusNet Services as the Primary Responsible Person was consulted in relation to the development of these procedures.

Procedure for Bass Coast Shire Council and hazard trees in the Declared Area

Report comes into council (either through external agency/organisation, member of the public or internal staff/contractors) of hazard tree likely to fall or come into contact with power lines.

Hazard tree is logged into Customers in Context and is assigned to the PRPR. PRPR determines who is responsible for the hazard tree. If the Hazard tree is in the declared area of either Wonthaggi or Inverloch the hazard tree is assessed and designated into one of the following categories:

- Hazard Tree (assessed)
- Not a Hazard Tree (assessed)

If the tree is not a hazard tree, then it is closed off in Customers in Context.

If the tree is a hazard tree, then the PRPR is required to action a process to have the hazard tree treated (i.e., trimmed or removed) and Customers in Context updated as appropriate.

Once the identified hazard tree has either been treated, deemed safe or completely removed, the assessor is again required to update Customers in Context. Once the 'end point' has been reached for each individual tree, sign off is required within Customers in Context to ensure each individual tree is closed off.

Attachment B-2 – Community Information Guides Bushfire

Location	CIG-B Name	CIG-B Approved
Adams Estate	Grantville	Yes
Grantville Central	Grantville	Yes
Grantville North	Grantville	Yes
Harmers Haven	Harmers Haven	Yes
Inverloch	Inverloch	Yes
Pioneer Bay	The Gurdies	Yes
Silverleaves	Silverleaves	Yes
The Gurdies	The Gurdies	Yes
Cape Paterson	Cape Paterson	Yes
Cape Woolamai	Cape Woolamai	Yes

A **Community Information Guide - Bushfire (CIG-B)** provides a planned response by both emergency services and community members to a bushfire within close proximity of a township that has the potential to significantly impact on the local community. In summary:

- **CIG-B** are developed by fire agencies, Councils and local communities to address specific local needs in areas most vulnerable to fire.
- They provide emergency services and local communities with a planned response to fire.
- The CFA is leading the development and implementation of **CIG-B**¹³, working closely with other fire agencies, Council, Victoria Police and communities.
- The CFA has delivered a standardised state-wide format for a **CIG-B**. A **CIG-B** provides township specific information to enable residents/visitors and emergency services to make a quick, informed and planned response to a fire. The standardised State-wide format provides for considerable input of localised information by Community and other stakeholders

¹³ [Community Information guides, CFA](#)

Attachment B-3 – Neighbourhood Safer Places - Bushfire Place of Last Resort

In Bass Coast Shire the following locations have been certified by CFA and designated by Council as Neighbourhood Safer Places – Bushfire Places of Last Resort¹⁴: (or Neighbourhood Safer Place also known as Bushfire Place of Last Resort)

Township	NSP/PLR Location
Grantville	Grantville Transaction Centre Grounds/Memorial Park - 1504-1510 Bass Highway, Grantville
Cape Woolamai	Woolamai Park, 11-19 Sunnyside Avenue, Cape Woolamai
Inverloch	Inverloch Community Hub grounds and footpath surrounding hub at the intersection of A'Beckett Street and Reilly Street, Inverloch.
Pioneer Bay	Daisy Avenue Reserve, 11 Daisy Avenue, Pioneer Bay
Silverleaves	Cowes Recreation Reserve - 1-15 Church Street, Cowes
Cape Paterson	Anchor Parade/Park Parade Road Reserve, Cape Paterson

Neighbourhood Safer Places/Bushfire Places of Last Resort (NSPs/BPLR) are identified buildings or spaces within the community that may afford some protection from radiant heat, the biggest killer during bushfire. They are a place of last resort in emergencies only; to be used when individual Bushfire Survival Plans fail.

NSPs/BPLR do not offer guaranteed ultimate safety. Relocating to an **NSP/BPLR** also carries a level of risk including death. Please be aware of the following risks associated with **NSPs/BPLR**:

- Going to a **NSP/BPLR** is an option of last resort when other plans have failed.
- **A NSP/BPLR** is not an alternative to planning to either leave early; or stay and actively defend your property.
- They are not inherently "safe" places during a bushfire and will not guarantee your safety.
- Many houses will provide more effective protection than a **NSP/BPLR**.
- Travelling to a **NSP/BPLR** during a fire is dangerous. Visibility may be poor due to heavy smoke. The roads may be blocked due to traffic congestion, fallen trees, collisions or emergency vehicles.

[14 NSP Search Page](#)

- There is no guarantee that you will not be injured or killed by fire or radiant heat when travelling to or sheltering at a **NSP/BPLR**.
- While emergency services will make every effort to protect people sheltering at a **NSP/BPLR**, there is no guarantee that emergency services will be present.
- There will generally be limited parking. Large numbers of vehicles may further compromise what little protection the area affords.
- No amenities (e.g. food, drinks, and toilets) will be provided
- It may not provide shelter from smoke and embers.

NSPs/BPLR have been assessed by CFA against **NSP/PLR** report assessment guidelines. It then becomes the responsibility of Council to endorse and maintain the **NSP/PLR**.

NSPs/PLR are reviewed annually by Council to ensure they still meet the municipal safer places criteria.



Attachment B-4 – Community Fire Refuge

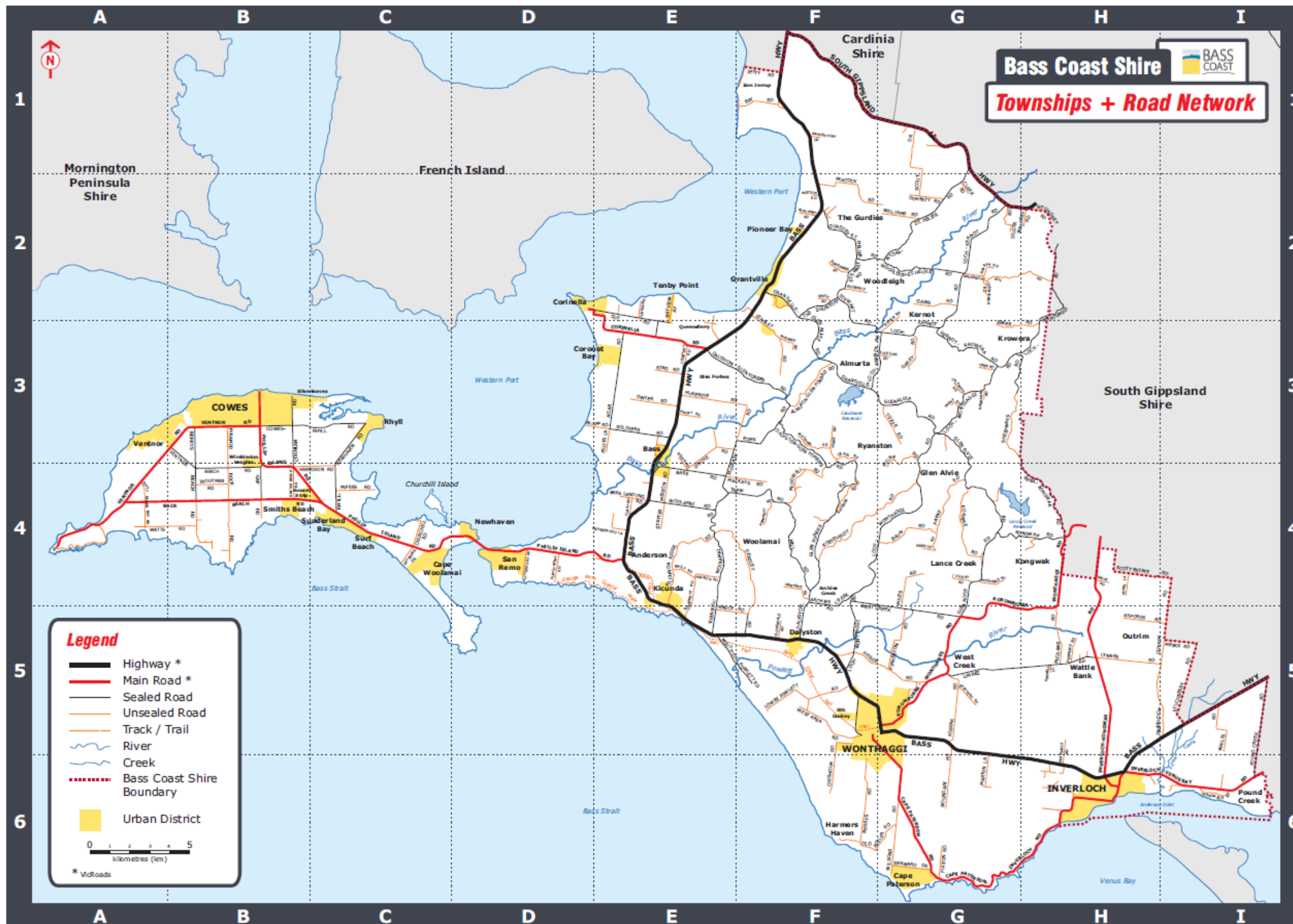
Approved Community Fire Refuges¹⁵

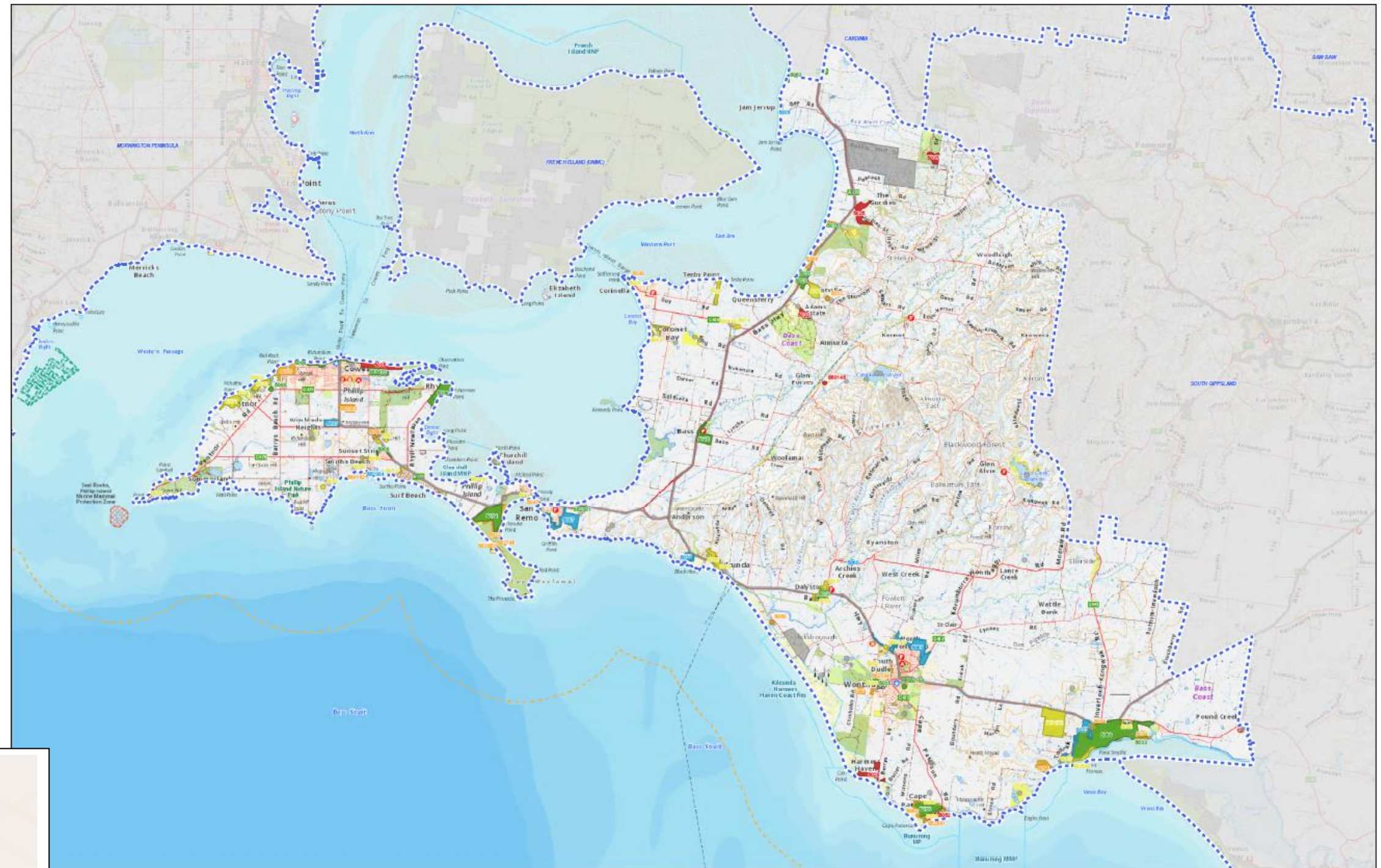
There are no approved Community Fire Refuges in Bass Coast Shire.

¹⁵ [Community Fire Refuges policy](#)

Attachment C – Maps

Map No.	Map Title	Map Owner	Map Link
1.	Bass Coast Shire	BCSC	Map attached no Link available
2.	VFRR-B-B Human Settlement (Assets at Risk) Map	CFA	Map attached no Link available





VFRR-B Legend

- Risk Rating = Extreme
- Risk Rating = Very High
- Risk Rating = High
- Risk Rating = Medium
- Risk Rating = Low
- N/A

Municipal : Bass Coast
Municipal ID : 5
Version Number : V6_1
Date Produced : 26/11/2018

HUMAN SETTLEMENT

This map displays human settlement assets only

VFRR-B Risk Rating

- Extreme
- Very High
- High
- Medium
- Low
- N/A

Engineering Ltd.

The data is a spatial geodatabase provided from Victorian Government data. The data is provided as a geodatabase and is not intended for publication without review of any data. The user is responsible for any publication, program and/or data. The user is responsible for any publication, program and/or data. The user is responsible for any publication, program and/or data.

Prepared by: [Name]
 Date Prepared: [Date]
 Recommended Print Size: A2

Attachment D – Links to other plans

Quick Find by Organisation type	Owner	Plan Name and Year Issued (Amended)	Year Issued / Plan Life	Plan purpose	Multi-agency	Links to Business Plans for resource allocation	Fire hazards (Bushfire, Structure, Chemical)	Fire use
Electricity Utility	AusNet Services - Distribution	Bushfire Mitigation Manual	31/08/2012 / ONGOING		No	No	Bushfire	Preparedness, Prevention
Electricity Utility	AusNet Services - Distribution	Bushfire Mitigation Plan	22/07/2014 / ONGOING	Strategic	No	Yes	Bushfire	Preparedness, Prevention
Electricity Utility	AusNet Services - Distribution	Bushfire Mitigation Procedures & Form						
	AusNet Services	No	24/3/2017 / ONGOING	Bushfire	Preparedness, Prevention			
	AusNet Services	Vegetation Management Plan & Procedures						
Electricity Utility	AusNet Services - Distribution	Bushfire Mitigation Strategy	30/06/2011 / ONGOING		No		Bushfire	Preparedness, Prevention
Electricity Utility	AusNet Services - Transmission	Guidelines for the Safety of Fire & Emergency Services Operating in the Vicinity Extra High Voltage Transmission Assets	November 2010 / ONGOING		No		Bushfire	Response, Recovery
Emergency Services Organisation	Police	Gippsland Emergency Response Plan			Yes		All	Response
Fire Service	CFA	Roadside Fire Management Guidelines		Tactical	Yes	No	Bushfire	Prevention
Fire Service	CFA: District 8, District 9	District Operational Management Plans	Y - 3	Strategic	Y	No	All	Response
Fire Service	CFA: District 8, District 9	Pre Incident Plans - CFA brigades have PIP's for significant risk within their area, including schools, hospitals, places of accommodation and industrial/chemical risks.		Tactical	Y	No	All	Response
Municipality	Bass Coast Shire Council	Burning Off Guidelines	2012 – N/a		N/a	No	Bushfire	Preparedness, Prevention
Municipality	Bass Coast Shire Council	Coast and Bushland Fire Prevention Plan 2017-2018	2017-18	Tactical	No	Yes	Bushfire	Preparedness, Prevention
Municipality	Bass Coast Shire Council	Municipal Emergency Management Plan 2014 -2017	2009 - 3	Strategic Tactical	Yes	Yes	All	Response
Municipality	Bass Coast Shire Council	Municipal Planning Scheme	n/a	Strategic	Yes	Yes	All	
Municipality	Bass Coast Shire Council	Relief and Recovery Plan 2014-2017	- 3	Strategic Tactical	Yes	Yes	All	Recovery
Municipality	Bass Coast Shire Council	Roadside Management Plan			No		Bushfire	Preparedness, Prevention
Roads	VicRoads	Roadside Management Strategy		Strategic	No	Yes	Bushfire	Preparedness, Prevention
Schools	DET	Bushfire at Risk Register - Bushfire At-Risk Register		Tactical	N/a	No	Bushfire	Response
Schools	DET	Code Red (plan) - http://www.education.vic.gov.au/about/programs/health/Pages/coderedabout.aspx		Tactical	N/a	No	All	Response
Schools	VRQA	Bushfire preparedness guidelines for (independent) schools – Guidelines for Registered Schools on Bushfire Preparedness	N/a	Tactical	N/a	No	Bushfire	Preparedness

Attachment E – Fire Access Roads

Fire Access Roads are constructed and/or maintained expressly for fire management purposes to provide:

- safe and secure access for authorised vehicles
- access to high fire risk areas for fire-fighting vehicles,
- a link between established routes to reduce travel times for fire-fighting vehicles

Fire access roads assist in a rapid and concentrated response to areas where it will be critical to enable the early containment of an outbreak of fire, and where road access is limited and off road operation of two-wheel drive fire fighting vehicles would be difficult.

Roads are a simple carriage way a minimum of four (4) meters in width (with a covering layer of crushed rock when necessary) and a clear space of 4 meters vertically.

Removable bollards or gates with a standard key locking system and suitable signage must be installed at the entrance to all fire access roads.

On days of elevated fire danger, the clear message to all residents and visitors in areas of bushfire risk should be that the safest option is to leave early, and to do so by the primary road network or as advised by emergency services.

Any planned evacuations will be coordinated by Victoria Police, and any alternative routes identified by them accordingly.

Each year, Councils are able to apply for funding under the State Government's Fire Access Road Subsidy Scheme (FARSS). This funding, administered by CFA, is available for construction or maintenance of fire access roads/tracks and static water supplies. All applications must be supported by the MFMPC.

The roads listed below are the current Bass Coast Shire Council Fire Access Roads. They are valuable in the prevention, suppression of, and recovery from bushfires.

The Fire Access Roads are those that are maintained to allow access for CFA tankers. Other walking tracks managed by Bass Coast Shire Council may provide some access and egress opportunities for fire suppression, but are not necessarily managed to a standard to accommodate firefighting vehicles.

For most current information see Bass Coast Shire document ED18/148756

List of Bass Coast Shire Managed Fire Access Roads

Area	Access Road Name	Access for	Maintained by	Inspected
The Gurdies	Peacock Road to St Helier Road	Tanker	BCSC Infrastructure Maintenance (IM)	Every 6 weeks Except Williams to Peacock Rd – Annually-Roads
The Gurdies	Woodland Close	Tanker	BCSC Environment	2 Times a year
Loch	Scout Drive (track to Doherty's Road)	Tanker	BCSC IM	Every 6 weeks-Roads
Adams Estate	Stanley Road, McGrath Road (south to Glen Forbes-Dalyston Road)	Tanker	BCSC IM	Annually
Adams Estate	North from the end of Alma Cres Parallel to Mary Street	Tanker	BCSC IM	Annually
Cowes	Anderson Street (extension) between Ventnor Road and Settlement Road	Tanker	BCSC IM	4 Times a year
Cowes	Bella Vista Road (extension) between Church Street and Settlement Road	Tanker	BCSC IM	Monthly
Cowes	Church Street (extension) west to Red Rocks Road	Tanker	BCSC IM	4 Times a year
Silverleaves	Silverleaves - Banksia Street to Honeysuckle Grove	Tanker	BCSC IM	4 Times a year
Silverleaves	East End of Settlement Road to link with Banksia Street, Silverleaves	Tanker	BCSC IM	Monthly
Ventnor	Around Ventnor Pony Club	Tanker	BCSC IM	4 Times a year
Ventnor	Harris Road (extension east to Graydens Road)	Tanker	BCSC IM	4 Times a year
Inverloch	Fire access track and fire break around Thompson Avenue Reserve	Tanker	BCSC Environment Team	2 Times a year
Cape Paterson	Foreshore Reserve - Cape Paterson Life Saving Club access	Tanker	BCSC IM	4 Times a year
Cape Paterson	Foreshore Reserve - Track opposite Market Place	Tanker	BCSC IM	4 Times a year
Cape Paterson	Foreshore Reserve - Track west Illawong	Tanker	BCSC IM	4 Times a year
Wonthaggi	Chisholms Road - Wonthaggi Heathlands	Tanker	BCSC IM	As required
Wonthaggi	Wonthaggi Wetlands Reserve -	Tanker	BCSC IM	As required

Area	Access Road Name	Access for	Maintained by	Inspected
	tracks			

Attachment F – Static Water Supplies

Settlement	Water Supply Size (Lt)	Location	CFA Fitting
Glen Alvie	45,000	Glen Alvie Recreation reserve	75mm stortz fitting
Grantville	45,000	Kernot Fire Station	65mm stortz fitting
Harmers Haven	45,000	Berrys Road	75mm stortz fitting
Jam Jerrup	45,000	Jam Jerrup Foreshore	Standard 3" 3 thread fitting
The Gurdies	2 X 26,000	The Gurdies – St Helier Road	Echuca 65mm CFA malex40 bsp adaptor

Adequate water supply for the purpose of firefighting is integral to planning for fire suppression. Water supplies for fire purposes are available through designated static water supplies (see Table above) and from:

- water supply from nearby town supplies
- hydrants on water mains from storage reservoirs to town reticulation
- permanent rivers or streams
- farm dams or reserved firefighting dams
- private static water supplies (tanks)
- reservoirs

Each CFA brigade has developed a plan of the sites available for strategic rural water supply; these have been selected by the brigades as being permanent, accessible, reliable and adequate sites from which to obtain water for firefighting purposes.

Attachment G – Roadside Fire Management

Background

This attachment is a result of the co-operative efforts of a working group of the Municipal Fire Management Planning Committee (MFMP). The working group was made up of representatives from Council's Emergency Management and Environment teams, Department of Environment, Land, Water and Planning, VicRoads and Phillip Island Nature Parks.

The 2009 Victorian Bushfires Royal Commission (VBRC) recommended that VicRoads implement a systematic state-wide program of bushfire risk assessment of all roads for which it is responsible to ensure that the agency meets its obligations under the CFA Act. VicRoads extended its desktop analysis of fire risks on roads to include roads managed by local government authorities.

The VicRoads desktop analysis was the starting point for the work completed in this attachment. The MFMP has identified the need to be proactive when considering Roadside Fire Management in Bass Coast to ensure best practice is implemented in relation to roadside fire risk reduction to enhance the safety of its community and visitors from bushfire risk.

The agencies developed the attachment taking in to account the VicRoads desktop analysis, the members' extensive local knowledge and objectives agreed at State and regional level for roadsides fire management. These objectives are informed by a number of endorsed and accepted sources and complement the objectives of the Southern Metropolitan Region Strategic Fire Management Plan 2011:

Manage safety of road users

(Adapted from "Road Bushfire Risk Assessment Guideline", Terramatrix, August 2011, report commissioned by VicRoads)

It is impossible to ensure safe travel on roads during and after a bushfire. The safest option is to leave early on days of high fire risk. Driving during a bushfire should be a last resort. Vehicles offer little protection from radiant heat, and smoke over roads and emergency vehicle traffic increases the risk to road users. It is not feasible to make a road safe during the passage of the fire front. However, it is recognised that roads will be used in times of fire emergency and individuals' capacity to escape and fire fighters' capacity to respond is compromised if roads are impassable, poorly maintained or blocked by fallen trees.

Prevent the risk of spread of fire from the road reserve

Containing roadside fires has a higher priority where homes and lives will be quickly threatened by uncontained fire. Roads entering/leaving townships or other dense residential areas with sufficient extent of fuel for dangerous fire conditions tend to occur in the rural/urban interface. These are generally larger connecting roads.

"To prevent roadside fires becoming large and uncontrollable, we need to manage the factors that spread fire. Few treatments will be successful unless fire suppression is also undertaken. Changing the nature, quantity and arrangement of the fuel are treatments that may reduce the rate of spread and/or ensure the earliest possible suppression. (CFA, June, 2005.)"

Prevent or reduce the risk of fires on roadsides

Preventing fires on roadsides refers to preventing ignitions. Deliberate ignitions are more likely on quiet roads where individuals can act unseen whereas as accidental ignitions are more likely on highly trafficked roads e.g. higher numbers of tossed cigarette butts. A greater number of ignitions occur on busy arterial roads.

In accordance with the CFA Roadside Fire Management Guidelines, programs which target the behaviour of those responsible for such fires are likely to be most effective. These programs are outlined within the Municipal Fire Management Plan.

Provide control lines

Roads, combined with fuel modification, may provide an opportunity to limit the spread of large fires. They provide good access for suppression activities and an existing fuel modified, continuous break. Control lines have the potential to impact upon environmental values and may have an impact on road user amenity.

Ensure recovery of roadside vegetation from roadside fires

Restoring normal community function following a major wildfire will help reduce the impact on the community. Road infrastructure is an important asset to the community and its service ability following a major fire will be critical

To the extent that resources are available, Council will follow up roadside fires with weeding as vegetation re-establishes, stabilisation of banks and batters if required, and maintenance of vegetation at lower fuel levels. Where roadside fires occur among known populations of rare species, these areas will be monitored to protect those species.

Protect significant roadside vegetation

Where roadside fires occur among known populations of rare species the Shire will monitor and protect those species.

The Roadside Fire Management attachment focus was identified by the group as being the management of the safety of road users and therefore provides:

1. A list of roads in Bass Coast that agencies involved in fire management consider to be a priority for public access and egress in a bushfire for responders and the community.
2. A mechanism for developing a progressively enhanced, annual roadsides fire management works program that complements the existing program of works to manage roadsides for vehicle and pedestrian safety.

Methodology

All participating agencies contributed to an assessment of the priority to be assigned to each road and indicate its value to the community in a large scale fire emergency. Priority roads are generally connecting roads that enable the movement of emergency services, residents and visitors from one part of Bass Coast to another. They are often larger roads within townships or longer rural roads. This approach is generally supported by consideration of each of the objectives.

This assessment has resulted in the development of a map (See Attachment I Map *Priority Roads for Public Access and Egress in an Emergency – for Responders and Community*) and list of Bass Coast priority roads managed by the Council and VicRoads.

The VicRoads desktop analysis and local knowledge has been used to identify and prioritise a detailed works program for roadside fire management. A key focus for works is to complement existing Bass Coast Shire vegetation management programs on roadsides, which already contribute directly and indirectly to fuel risk reduction. Existing works include roadside mowing, tree and vegetation cutbacks under the Road Management Act, noxious weed control, and weeding to protect biodiversity values.

Council and Vic Roads already deliver significant roadside vegetation management works through obligations under the *Road Management Act 2004* and *Road Safety Act 1986*. Council's roadside management complements other Council strategic documents including the Bass Coast Roadside Management Plan and Parks and Roadsides Contract and the Bass Coast Shire Municipal Fire Management Plan.

The attachment will be reviewed annually. Council's work will be completed within Council's current budgets. Where additional funds are required Council officers will request funds through Council's annual budget process.

This attachment differentiates between public roads (which form most of the work of this plan) and fire access roads. A public road is a road listed within the Register of Public Roads as outlined in the Road Management Act 2004. A fire access road is constructed for the purpose of facilitating rapid fire response where access using public roads is limited and is not a public road under the Road Management Act 2004.

Treatment Overview

Council and VicRoads are responsible for keeping roads clear and safe from a fire prevention and risk management perspective. Private roads are the responsibility of the private owner.

All Council managed sealed and unsealed roads should be slashed to a width of 1.5m behind guideposts. Where no guideposts are in place to a width 3m from the edge of seal / edge of shoulder or edge of unsealed roadway. Where a table drain has been constructed, cut to the back of table drain or 3m offset from the edge of the roadway (whichever is the greatest). Limitations on width will occur where terrain is considered to be unsafe for machine operation. Cutting height is 100mm from ground level. Where feasible to achieve a minimum 10.0 metre clear width including the road surface.

Roadside Maintenance is performed in line with Council's Roadside Management Plan which includes designated areas of high conservation value. If roadside areas are identified by the MFMPC that require additional works they will need to be undertaken in conjunction with this plan or site specific management plans must be developed where conflicts arise.

If large areas of exotic grasses are identified on a High Conservation Value Grassland Roadside, as per the Councils Roadside Management Plan, there may be a requirement to time the slashing toward the last week in November. This will retard the exotic grass growth and prevent its seed set. Native grasses should be identified and avoided in this slashing. Patches of native grasses should remain un-slashed until January.

Works will be undertaken in accordance with Bass Coast Shire's Roadside Management Plan and other relevant legislation that identifies areas of significant roadside vegetation that must be preserved for ecological reasons. VicRoads is responsible for maintaining all declared roads and their maintenance level is determined in the VicRoads' Roadside Management Strategy; meet the

requirements of the CFA Roadside Fire Management Guidelines for Strategic Fire Prevention Works.

Control Lines

All roads in Bass Coast are considered to be a potential control line. Slashing and maintenance will occur on these roads when practical before the Fire Danger Period (FDP) and again during the FDP if required. Where possible this should be coordinated with VicRoads and adjoining municipalities.

List of Agreed Priority Roads and Identified Roadside Works Plan

Identified Priority Road	Locality	from (intersection)	to (intersection)	Treatment	Responsible agency	Environmental Considerations
Agar Road	Coronet Bay/Corinella	Soldiers Road	Corinella Road	Slasher and Reach Mower 3X Per Annum	BCSC	
Argent Road	Tenby Point/Coronet Bay	Guy Road	Corinella Road	Slasher and Reach Mower 2X Per Annum	BCSC	
Back Beach Road	Ventnor/Sunset Strip	Ventnor Road	Phillip Island Road	2 times 3 metre cuts. Cut from Phillip Island Rd CH 0 to 30 m East of Panorama Dve Sunset Strip Ch 0.7 & cut from 20m E of Beachcomber Ave Sunset Strip Ch 1.95 to Ventnor Rd Ch 21.96	BCSC/ VicRoads	
Bass Highway	Anderson to Jam Jerrup	Phillip Island Road	South Gippsland Highway	2 times 3 metre cut. Also full width cut. Cut from SGH (Ch 83.12) to 250m Nth of Bonney Rd ch 95.45, & cut from 100m Sth Grantville Rd Ch 98.30 to Phillip Island Rd at Anderson r/bout Ch 113	VicRoads	

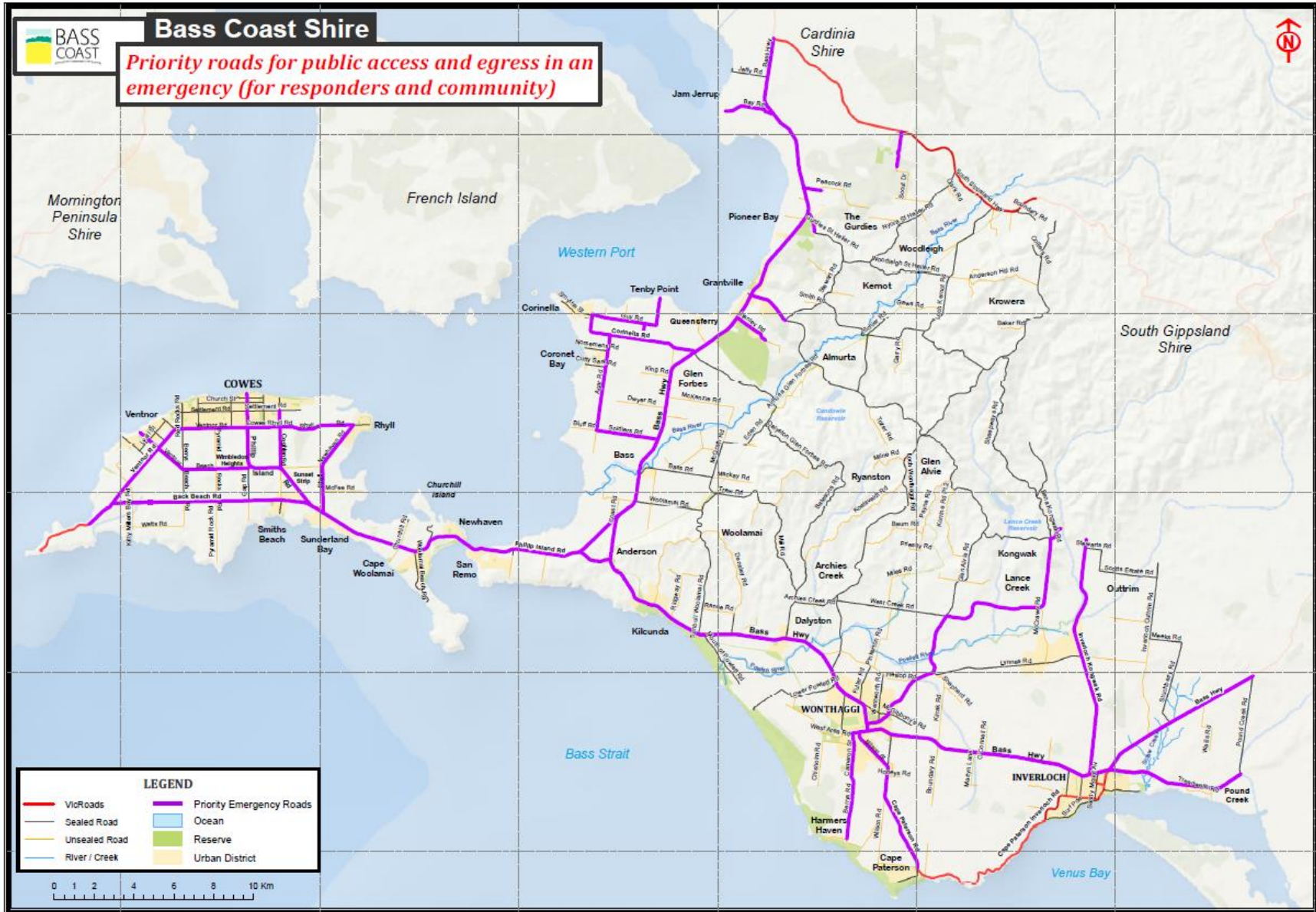
Identified Priority Road	Locality	from (intersection)	to (intersection)	Treatment	Responsible agency	Environmental Considerations
Bass Highway	Anderson to Inverloch	Phillip Island Road	Inverloch Kongwak Road	2 times 3 metre cut. Cut from Anderson R/bout Ch 113 to 50m E of Kilcunda Ridge Rd Ch 117.15. Cut from 60 kph signs 100m W of Ridgeway Rd Ch 117.95 to 30m W of Tulloch St Ch 123.7. Cut from 670m E of Tulloch St Ch 124.4 to Lower Powlett River Rd Ch 127.58. Cut from Carneys Rd Ch 131.9 to Cashin St Ch 141.9	VicRoads	
Bass Highway	Inverloch to Pound Creek	Inverloch Kongwak Road	Stuchberry Road	2 times 3 metre cut. Also full width cut.	VicRoads	
Bayview Rd	Tenby Point	Guy Road	full length	General on-going maintenance trees /vegetation residential area	BCSC(P&G)	
Cameron Street Berrys Road	Wonthaggi/Harmers Haven	Graham Street	Viminaria Road	Slasher and Reach Mower 3X Per Annum	BCSC	Environmentally Significant Vegetation- Cut and paint Pittosporum

Identified Priority Road	Locality	from (intersection)	to (intersection)	Treatment	Responsible agency	Environmental Considerations
Cape Paterson Road	Wonthaggi/Cape Paterson	Bilson Street	Cape Paterson Inverloch Road	2 times 3 metre cuts. Cut from Garden St Ch 2.3 to 150m S of Seaward St Ch 8.0. Cut from 350m S of Seaward St Ch 8.52 to Ullathornes Rd Ch 18.81.	VicRoads	
Coghlan Road	Cowes/Rhyll	Settlement Road	Phillip Island Road	Slasher and Reach Mower 3X Per Annum	BCSC	Environmentally Significant Vegetation- Cut and paint Gorse, Mirror Bush
Corinella Road	Corinella/Glen Forbes	Bass Highway	Jamieson Street	2 times 3 metre cut. Ch 0 to 300m west of Panorama Dve Ch 4.7	VicRoads	
Cowes Rhyll Road	Cowes/Rhyll	Phillip Island Road	Rhyll Newhaven Road	Slasher and Reach Mower 3X Per Annum	BCSC	Environmentally Significant Vegetation- Cut and paint Pittosporum
Grantville Glen Alvie Road	Grantville	Bass Highway	Acacia Road	Slasher and Reach Mower 3X Per Annum	BCSC	Environmentally Significant Vegetation- Cut and paint Pittosporum
Guy Road	Corinella/Tenby Point	Jamieson Street	Bayview Road	Slasher and Reach Mower 2X Per Annum	BCSC	

Identified Priority Road	Locality	from (intersection)	to (intersection)	Treatment	Responsible agency	Environmental Considerations
Inverloch Kongwak Road	Inverloch/Wattle Bank	Bass Highway	Stewarts Road	2 times 3 metre cut. Ch 0 to Ch 14	VicRoads	
Inverloch Venus Bay Road	Inverloch/Pound Creek		Pound Creek Road	2 times 3 metre cuts. Also full width cut	VicRoads	
Peacock Road	The Gurdies	Bass Highway	600m east from Highway	Reach Mower 2X Per Annum/Poison drains X2	BCSC	Environmentally Significant Vegetation- Cut and paint Pittosporum
Phillip Island Road	Cowes to Anderson	Cowes Rhyll Road	Bass Highway (Anderson roundabout)	2 times 3 metre cuts. Also full width cut from Bass Hwy to San Remo. Cut from Bass Hwy Anderson R/Bout Ch 0 to 60 kph signs at San Remo Ch 6.05. Cut from 20m E of Beverly Rd Ch 9.2 to Phillip Island Service Rd Cape Woolamai Ch9.9. Cut from 25m E of Cape Woolamai Rd Ch 10.5 to 500m SE of Bermagui Cres Sunset Strip Ch 17.0. Cut from 200m	VicRoads	

Identified Priority Road	Locality	from (intersection)	to (intersection)	Treatment	Responsible agency	Environmental Considerations
				NW of Bermagui Cres Sunset Strip Ch 17.7 to 60 kph signs at Cowes Ch 21.96		
Rhyll Newhaven Road	Rhyll/Sunderland bay	Cowes Rhyll Road	Phillip Island Road	Reach Mower 3X Per Annum/Poison drains	BCSC	Environmentally Significant Vegetation- Cut and paint Gorse, Mirror Bush, Spray Watsonia
Soldiers road	Coronet Bay/Bass	Agar Road	Bass Highway	Slasher and Reach Mower 2X Per Annum	BCSC	
Stanley Road	Grantville	Bass Highway	Mary Street	Slasher and Reach Mower 2X Per Annum/Poison drains	BCSC	Environmentally Significant Vegetation- Cut and paint Pittosporum
The Gurdies St Helier Road	The Gurdies	Woodland Close	Bass Highway	Slasher and Reach Mower 2X Per Annum	BCSC	Environmentally Significant Vegetation- Cut and paint Pittosporum and Pine
Thompson Avenue	Cowes	The Esplanade	Cowes Rhyll Road	Manage Cypress trees/roadside tree only	BCSC(P&G)	

Identified Priority Road	Locality	from (intersection)	to (intersection)	Treatment	Responsible agency	Environmental Considerations
Ventnor Beach Road	Ventnor/Wimbledon Heights	McHaffie Street	Phillip Island Road	Slasher and Reach Mower 3X Per Annum	BCSC	
Ventnor Road	Ventnor/Cowes	Back Beach Road	Phillip Island Road	2 times 3 metre cuts. Cut from 60kph signs at Cowes Ch 0.4 to road end.	VicRoads	No mowing is to occur (ch 7.00 km to 8.00 km) between the start of November and the end of February as it contains Chilean needle grass
Wonthaggi Korumburra Road	Wonthaggi/Kongwak	Bass Highway	Perret Road	2 times 3 metre cuts. Ch 15 to Ch 27.	VicRoads	



* Original cartographic data supplied by Bass Coast Shire, 2015 - Particular attention has been taken to ensure accuracy of publication. Bass Coast Shire & publishers DO NOT accept responsibility for any errors / omissions - 18/11/2015

Attachment H –List of Stakeholders
*Primary Stakeholder Distribution List & MFMP
 members*

MFMP Membership Agency/Organisation	Generic Representative
Bass Coast Shire Council	Municipal Emergency Resource Officer/Municipal Fire Prevention Officer
CFA	Operations Officer District 8/Group Officer
Department of Environment, Land, Water and Planning	Forest Fire Management
Parks Victoria	Area Chief Ranger, South Gippsland and Bass Coast
Victoria Police	Municipal Emergency Response Coordinator
VicRoads	Emergency Management Coordinator Regional Operations Eastern Region
Phillip Island Nature Park	Ranger in Charge

Secondary Stakeholder Distribution List

Secondary Stakeholder Agency/Organisation	Generic Representative
AusNet Services	Senior Network Services Representative
Emergency Management Victoria	Emergency Management Planning Facilitator
Westernport Water	Environment and Compliance
South Gippsland Water	Risk, Governance & Compliance
CFA Brigades	Group Officer District 8
Department of Education and Training	Emergency Management Support Officer, South Eastern Victoria Region

Tertiary Stakeholder Distribution List

Tertiary Stakeholder Agency/Organisation	Generic Representative Position	Generic Email Address
MEMP Committee members		MEMP Committee group email
Relief and Recovery Sub Committee Members		Relief and Recovery Sub Committee Group email
Health and Medical Sub Committee Members		Health and Medical Sub Committee Group email;
Flood and Storm Sub Committee Members		Flood and Storm Sub Committee Group email
Bass Coast Community	N/a	Primary access via Bass Coast Shire Council Website

Stakeholder Engagement Matrix

Primary Stakeholder Agency/Organisation	Level of Engagement and Communications							
	Attend MFMP Meetings	Receive Minutes via Email	Receive copy of MFMP	MFMP				
				Empowered	Collaborative	Involve	Consult	Inform
Bass Coast Shire Council	Yes	Yes	Yes	Yes				
CFA	Yes	Yes	Yes	Yes				
Department of Environment, Land, Water and Planning	Yes	Yes	Yes	Yes				
Parks Victoria	Yes	Yes	Yes	Yes				
Phillip Island Nature Parks	Yes	Yes	Yes	Yes				
VicRoads	Yes	Yes	Yes	Yes				
Victoria Police	Yes	Yes	Yes	Yes				
Emergency Management Victoria	As required	Yes	Yes	Yes				
South Gippsland Water	As required	Yes	Yes		Yes			
Westernport Water	As required	Yes	Yes		Yes			
AusNet Services	As required	Yes	Yes		Yes			

Attachment J - Glossary of Bushfire and Structure Fire Terms

Term	Description
Acceptable risk	The level of potential losses that a society or community considers acceptable, given existing social, economic, political, cultural, technical and environmental conditions.
Assets and values¹⁶	Recognised features of the built, natural and cultural environments. Built assets may include buildings, Roads and bridges; Structures managed by utility and service providers; or recognised features of private land, such as houses, property, Stock and crops and associated buildings and equipment. Natural assets may include forest produce, forest regeneration, conservation values including vegetation types, fauna, air and water catchments*. Cultural values may include recreational, Indigenous, historical, archaeological and landscape values.
Assumption	A conclusion that is reached based on the information available at the time.
Bushfire	A general term used to describe a fire in vegetation.
Community	A group of people with a commonality of association and generally defined by location, shared experience or function.
Combustible gas	A gas that will burn when it is within its flammability range.
Combustible liquid	A liquid that has a flash point above 61° C.
Combustion	Rapid oxidation of fuels producing heat, and often light.
Community based disaster risk management	A process that seeks to develop and implement Strategies and activities for disaster preparedness (and often risk reduction) that is locally appropriate and locally 'owned'.
Consequence	Outcome or impact of an event.
Control Line	See Fire line
Critical infrastructure	<p>Critical infrastructure includes those services, physical facilities, supply chains, information technologies and communication networks that, if destroyed, degraded or rendered unavailable for an extended period, would significantly impact on the social or economic well-being of the community.</p> <p>Includes:</p> <ul style="list-style-type: none"> • Telecommunications • Electrical power systems • Gas and oil Storage and transportation • Banking and finance • Transportation • Water supply systems (and sewerage). <p>Adapted from Critical Infrastructure Advisory Council (CIAC).</p>
Detection system	A system of fixed apparatus, normally part of an automatic fire alarm system, in which fire detectors, control equipment and indicating equipment are employed for automatically detecting fire and initiating

¹⁶ Code of Practice for Emergency Management on Public Land

Term	Description
	other action as arranged.
Detector (fire)	A device which gives a signal in response to a change in the ambient conditions in the vicinity or within the range of a detector, due to a fire.
Elements at risk	The population, buildings and civil engineering works, economic activities, public services and infrastructure etc. exposed to sources of risk.
Emergency	An event, actual, or imminent that endangers or threatens to endanger life, property or the environment, and that requires a significant and coordinated response.
Essential service (Essential Services Commission Act 2001)	<p>A service (including the supply of goods) provided by:</p> <ul style="list-style-type: none"> • The electricity industry • The gas industry • The ports industry • The grain handling industry • The rail industry • The water industry • (g) Any other industry prescribed for the purpose of this definition.
Event	Occurrence of a particular set of circumstances. An incident or situation that occurs in a particular place during a particular interval of time.
Frequency	A measure of the number of occurrences per unit of time.
Fire	<p>Comes under the definition of an Emergency. The Emergency Management Act 1986 defines 'emergency' as: "... the actual or imminent occurrence of an event which in any way endangers or threatens to endanger the safety or health of any person in Victoria or which destroys or damages, or threatens to destroy or damage, any property in Victoria or in any way endangers or threatens to endanger the environment or an element of the environment in Victoria, including, without limiting the generality of the foregoing and specific to integrated fire management and therefore includes:</p> <ul style="list-style-type: none"> • A fire; and • An explosion, • A Rd accident or any other accident, • A disruption
Fire Access Track	A track constructed and/or maintained expressly for fire management purposes.
Fire line	A natural or constructed barrier, or treated fire edge, used in fire suppression and prescribed burning to limit the spread of fire.
Fuel Management	Modification of fuels by prescribed burning, or other means. (AFAC)
Hazard	A source of potential harm or situation with a potential to cause loss. A potentially damaging physical event that may cause loss of life or injury, property damage, social and economic disruption or environmental degradation. ¹⁷

¹⁷ ISDR, 2008. Climate Resilient Cities

Term	Description
Impact	See consequence.
Likelihood	Used as a general description of probability or frequency – can be expressed qualitatively or quantitatively.
Loss	Any negative consequence or adverse effect – financial or otherwise.
Mitigation	Measures taken in advance of a disaster, aimed at decreasing or eliminating its impact on society and environment.
Monitor	To check, supervise, critically observe or measure the progress of an activity, action or system on a regular basis in order to identify change from the performance level required or expected.
Organisation	Group of people and facilities with an arrangement of responsibilities, authorities and relationships.
Practicable¹⁸	What is realistic to achieve in the context of: <ul style="list-style-type: none"> ▪ the severity of the hazard or risk in question ▪ the State of knowledge about that hazard or risk and any ways of removing or mitigating that hazard or risk ▪ the availability and suitability of ways to remove or mitigate that hazard or risk ▪ the cost of removing or mitigating that hazard or risk.
Preparedness	Arrangements to ensure that in the event of an emergency all those resources and services that are needed to cope with the effects can be efficiently mobilised and deployed.
Prevention	Regulatory and physical measures to ensure that emergencies are prevented, or their effects mitigated.
Probability	A measure of the chance of occurrence expressed as a number between 0 and 1. 'Frequency' or 'likelihood' rather than 'probability' may be used in describing risk. The likelihood of a specific outcome, as measured by the ratio of specific outcomes to the total number of possible outcomes. Probability is expressed as a number between zero and unity – zero indicating an impossible outcome and unity indicating an outcome that is certain. Probabilities are commonly expressed in terms of percentage e.g. the probability of throwing a six on a single roll of a die is 1 in 6, or 0.167, or 16.7 per cent.
Recovery	The coordinated process of supporting emergency affected communities in the reconstruction of the physical infrastructure and restoration of emotional, social, economic and physical wellbeing.
Residual risk	Risk remaining after implementation of risk treatment.
Resilience	The capacity of a system, community or society potentially exposed to hazards to adapt, by resisting or changing in order to reach and Maintain an acceptable level of functioning and Structure. This is determined by the degree to which the social system is capable of organizing itself to increase its capacity for learning from past disasters for better future protection and to improve risk reduction measures ¹⁹

¹⁸ Dangerous Goods (Storage and Handling) Regulations 2000
S.R. No. 127/2000

¹⁹ UN/ISDR, Geneva 2004

Term	Description
Response	Actions taken in anticipation of, during and immediately after an emergency, to ensure its effects are minimised and that people affected are given immediate relief and support.
Risk	The chance of something happening that will have an impact on objectives. The probability of harmful consequences resulting from interaction between natural or human-induced hazards and vulnerable conditions ⁶ .
Risk analysis	Systematic process to understand the nature of, and deduce, the level of risk.
Risk assessment	The overall process of risk identification, analysis and evaluation
Risk criteria	Terms of reference by which the significance of risk is assessed.
Risk evaluation	Process of comparing the level of risk against risk criteria.
Risk identification	The process of determining what, where, when, why and how something could happen.
Risk management	The culture, process and Structures that are directed towards realising potential opportunities whilst managing adverse effects.
Risk management process	The systematic application of management of policies, procedures and practices to the tasks of communicating, establishing the context, identifying, analysing, evaluating, treating, monitoring and reviewing risk.
Risk reduction	Actions taken to lessen the likelihood, negative consequences, or both, associated with a risk.
Risk register	A listing of risk Statements describing sources of risk and elements at risk, with assigned consequences, likelihoods and levels of risk.
Risk treatment	Process of selection and implementation of measures to modify risk. The term 'risk treatment' is sometimes used for the measures themselves.
Smoke alarm	A device which is activated by the presence of smoke and sounds an alarm.
Smoke Detector	A device which is sensitive to the presence of smoke
Source of risk	Source of potential harm.
Stakeholders	Those people and organisations who may affect, be affected by, or perceive themselves to be affected by a decision, activity or risk.
Structures	Any building, industrial plant, erection, edifice, wall, chimney, fence, bridge, dam, reservoir, wharf, jetty, earth works, reclamation, ship, floating structure, or tunneling works.
Susceptibility	The potential to be affected by loss.
Tolerable Risk	A risk within a range that society can live with so as to secure certain net benefits. It is the range of risk regarded as non-negligible and needing to be kept under review and reduced further if possible.
Treatment	An existing process, policy, device, practice or other action that acts to minimise negative risk or enhance positive opportunities. The word control may also be applied to a process designed to provide reasonable assurance regarding the achievement of objectives.
Treatment (adequacy) assessment	Systematic review of processes to ensure that controls are Still effective and appropriate.

Term	Description
Vulnerability	The conditions determined by physical, social, economic and environmental factors or processes, which increase the susceptibility of a community to the impact of hazards. ²⁰
Vulnerable people (DHHS definition)	Those living in high bushfire risk areas and who are unable to make an independent decision, including due to cognitive impairment; physically dependant and totally reliant on in home personal care and support; and people who live alone and are geographically and socially isolated with no co-resident carer or family.

A full Bushfire glossary can be viewed via following the Link: [Bushfire Glossary, AFAC Knowledge Web](#)

A full Urban (Structure Fire) glossary can be viewed via following the Link: [Urban Glossary, AFAC Knowledge Web](#)

²⁰ UN/ISDR, Geneva 2004

Attachment K – Acronyms

Acronyms	Definition
ABS	Australian Bureau of Statistics
AFAC	Australian Fire and Emergency Service Council
AV	Ambulance Victoria
BC/BCSC	Bass Coast/Bass Coast Shire Council
BCA	Building Code of Australia
BMO	Bushfire Management Overlay
BPA	Bushfire Prone Areas
CFA	Country Fire Authority
CIG	Community Information Guide (formerly named Township Protection Plan)
CMA	Catchment Management Authority
COAG	Council of Australian Governments
DET	Department of Education and Training (Formerly DEECD)
DHHS	Department of Health & Human Services (formerly DOH and DHS)
DoD	Department of Defence
DEDJTR	Department of Economic Development, Jobs, Transport and Resources (formerly DTPLI)
DELWP	Department of Land, Water and Planning (formerly DSE/DEPI)
EHO	Environmental Health Officer
EMP	Emergency Management Plan
EPA	Environment Protection Agency
ESO	Emergency Services Organisation
ESV	Energy Safe Victoria
FOP	Fire Operations Plan
GLGN	Gippsland Local Government Network
GRP	Gippsland Regional Plan
HVP	Hancock Victorian Plantations
HAZMAT	Hazardous Material
IFMP	Integrated Fire Management Planning
LGA	Local Government Area
LUP	Land Use Planning
MAV	Municipal Association Victoria
MEMP	Municipal Emergency Management Plan
MEMPC	Municipal Emergency Management Planning Committee
MERC	Municipal Emergency Response Coordinator
MFMP	Municipal Fire Management Plan
MFMPC	Municipal Fire Management Planning Committee
MFPO	Municipal Fire Prevention Officer

Acronyms	Definition
MFPP	Municipal Fire Prevention Plan
MOU	Memorandum of Understanding
MSV	Marine Safety Victoria
NSP/ PLR	Neighbourhood Safer Place – Place of Last Resort
PINP	Phillip Island Nature Parks
PIP	Pre Incident Plan
PPRR	Prevention Preparedness Response Recovery
PV	Parks Victoria
RAMSAR	Ramsar Convention (formally entitled "The Convention on Wetlands of International Importance, especially as Waterfowl Habitat")
RSFMP	Regional Strategic Fire Management Plan
RSFMPC	Regional Strategic Fire Management Planning Committee
SES Vic	State Emergency Services Victoria
SFMPC	State Fire Management Planning Committee
SGW	South Gippsland Water
VBRC	Victorian bushfire Royal Commission
VEAC	Victorian Environmental Assessment Council
VFF	Victorian Farmers Federation
VFRR	Victorian Fire Risk Register
VicPol	Victoria Police
VICSES	Victoria State Emergency Service
VRQA	Victorian Registration and Qualifications Authority
WPW	Westernport Water

Attachment L – References

Document Originator	Reference Title
Australian Bureau of Statistics	Australian Bureau of Statistics – Census Data 2006, 2011
Bass Coast Shire Council	Bass Coast Shire Council Fire Prevention Works Plans
State Government	Building Act 1993
COAG	Building Code of Australia (BCA)
Fire Services Commissioner Victoria	Building New Foundations
State Government	Building Regulations 2006
Fire Services Commissioner Victoria	Bushfire Safety Policy Framework 2010
CFA	Caravan Park Fire Safety 2012
VicRoads	Code of Practice for Fire Prevention on Declared Roads
DSE	Code of Practice for Bushfire Management on Public Land 2012
Fire Services Commissioner Victoria	Community Refuge Policy
State Government	Country Fire Authority Act 1958, CFA Regulations 1992
State Government	Dangerous Goods Regulations 2000
State Government	Electrical Safety Act 1998
State Government	Emergency Management Act 1986
State Government	Emergency Management Manual Victoria
Building Commissioner	Essential Services Measures Maintenance Manual
State Government	Fire Services Commissioner Act 2010
State Government	Flora and Fauna Act 1988
State Government	Forests Act 1958
State Government	Health & Safety Act 2008
SFMP	Integrated Fire Management Planning Framework
SFMP	Integrated Fire Management Planning Guide 2010
AS/NZS	ISO 31000 : 2009
State Government	Living with fire - Victoria's Bushfire Strategy
CFA	Making Victoria Fire ready (Implementing Governments response to 2009 VBRC)
Bass Coast Shire Council	Municipal Emergency Management Plan
Bass Coast Shire Council	Municipal Fire Prevention Plan 2009
State Government	National Parks Act 1975
State Government	Planning and Environment Act 1987
Fire Services Commissioner Victoria	Reform Action Plan 2011
State Government	Road Management Act 2004
CFA	Roadside Fire Management Guidelines (2005)

Document Originator	Reference Title
State Government	State Conservation Strategy 1987
SFMPC	State Fire Management Strategy 2009
AusNet Services	VEM Hazard Tree and 56M Assessment Procedure
CFA	VFRR Exports, Reports & Handouts
VicRoads	VicRoads 1085 Code of Practice