

Analysis of City of Greater Geraldton Bush Fire Responsibilities

The table provided demonstrates the responsibilities the City of Greater Geraldton has under the Bush Fire Act, provides for a rating of how the City is responding to each responsibility and allocates an estimated number of days required per year to meet compliance.

The rating can be qualified by:

0	No Attention
1	Poor
2	Almost Sufficient
3	Sufficient
4	Good
5	Very Good

	Bush Fire Responsibility	Rating/Average last 3 years	Time Required to do tasks to a “sufficient to good “standard. Unit = Days	Comments
1	Fire Hydrants	0	52 (excluding backlog)	In the last financial year there have been no formal inspections of hydrants. There are approximately 650 – 700 hydrants in the Greater Geraldton area which come under the responsibility of the local government to maintain.
2	Fire Inspection 1 st	2	160 (Person 1)100 +60(Person 2)	This relates to inspections of land in relation to the first and final notice. This process could be completed sooner if more staff was allocated to the task and it was coordinated. This financial year there has been no Aerial flyover and limited attention to General Farming.
3	Fire inspection 2 nd	2		
4	Fire Inspection 3 rd or more	2		

5	Fire Control Officer for City of Greater Geraldton clearing of non-compliant blocks	2	60	Fire Control officer (preferable) or local Government employee required to be in attendance for clearing of non-compliant blocks.
6	Bush Fire Brigade Call Out System	3	5	Call out system managed by staff in private time.
7	Light Tanker response to minor fires – preventing volunteer call out/fulfil compliance role	2	10	Light Tanker response direct from staff in working hours provides a prompt response and saves unnecessary call outs for volunteers for minor fires.
8	Acting and Succession for the Community Emergency Services Manager	1	37 (6 weeks leave = 7days training)	There is currently no formal back-up or succession program in place for this essential role.
9	Reading and monitoring the FDI for Burning Compliance, Harvest Ban Declarations requirements & compliance & TFB requirements & compliance	1	13 Not programmable- 12wks 3hrs x 3 days av.	Requires monitoring to mitigate risk of fire and ensure farmers or industry can go back to work as normal when risk has subsided.
10	Monitoring Radio/Phones during Fire events	2	37 Av inc. 3hrs x100	This could be improved by an enhanced capacity to manage fires in the fire season. At present there could be times when the office is busy and no person available to attend to radio calls from the field for assistance.
11	Community Fire Awareness and Promotion	2	10	This could be improved by a formalised program and schedule of community awareness in radio, tv and paper media. A scheduled program of school and organisation presentations will also enhance community awareness.
12	First and Final Notice Brochure (updating and amending each year)	3	5	The first and final notice is an excellent brochure that requires updating each year. The management of document has been shared but requires ownership to ensure it is completed and proofed with sufficient time for posting and informing ratepayers on time.

13	Fire Mitigation machinery	2	10	Ensure that the fleet has the capacity to respond and is recorded on the registry. Ensure that fleet drivers have appropriate training.
14	Prescribed Burning of Council managed/owned land	1	20	In the last financial year there was a minimal attempt to burn council owned or managed land. This is partly due to conditions and staffing.
15	Mitigation of Council Land	2	30	There was significant attention to this in this financial year. This needs to be managed and scheduled to reduce costs to ratepayers over years to come.
16	Integrated Bushfire Risk Management system –(RECORDING & Planning)	1	15	Ongoing use of the new FESA fire management system to plan and record fire risks and mitigation works.
17	Training Brigades	2	20	More attention is required to manage the City brigades and balance training with their commitments in their own time.
18	Fleet & Equip Maintenance	2	20	This could be improved with additional resources to ensure prompt attention to brigade requirements.
19	Permits to Burn	2	10	Permits issued at Civic Centre and Edward Road Office. Need further controls and random audits to ensure continuity and compliance with training and legislation.
20	Permit Inspections	2	4	Inspections to burn in Gazetted area. This needs a comprehensive management to ensure effective response and recording on City of Greater Geraldton TRIM system.
21	000 Agreements	2	3	Arrangements on 000 responses could be improved with additional staff and structure review.
22	FIRS Report Validation	1	10	Administrative duty of recording reports on fires and follows up of brigades on paperwork. This should be recorded on TRIM as well as other databases. This justifies funding and records events of fires.

23	Bush Fire Brigade PPE Safety& Equipment	2	15	This should be recorded and managed with stocktake and review to ensure adequate equipment is on hand at all times.
24	Planning and Liaison	2	15	Need the staff and resources to ensure time to plan and liaise with key stakeholders as required.
25	Subdivision Inspections /Planning	2	7	This requires a formal process and response to ensure recorded and attended to appropriately.
26	Provide advice to Contractors for good practice mitigation works that comply	2	17	This requires time and trained staff to ensure contractors carry out works in accordance with what is required.
27	Dealing with complaints due to compliance	2	20	This is extensive and runs the whole fire season where complaints are received from the public about non-compliant land. Due to the extent the response to enquiries could be improved with additional resources.
28	Bush Fire/District Advisory Committee meetings	2	5	Need to liaise, plan and respond to queries of committee members. Minutes and Agenda have to be prompt and accurate.
29	FRS /Bush Fire Stakeholder relationship maintenance	2	5	More liaison and meetings in this area on a regular basis to strengthen partnership and iron out any issues each area may have following fire events.
30	Harvest bans	2	5	In terms of compliance the City should be patrolled on a regular basis to ensure quick response to the use of machinery during a ban.
31	SMS Management	2	2	The City maintains a list of farmers and machinery operators to advise of relevant bans. This needs to be managed to ensure prompt messages and an updated and accurate list of all who needs to be listed.
32	WAERN /Repeaters/Radio management	2	10	These are the radio system and this needs monitoring in the early stages to ensure working for fire readiness.

33	BCA/ Structural Fire Response	1	10	Only one brigade is trained in structural fire response.
34	Limited Burning Times Response	3	20	Attention to seasonal adjustment of Restricted and Prohibited burning Times.
35	Mullewa pastoral	1	5	More attention is required to understand the wider land of Greater Geraldton and what is requires for adequate response and mitigation.
36	Fire Control Officer Manage/train /recruit	2	10	The City needs to improve its management over Fire Control Officers and the retention and recruitment.
37	Reporting to Council and Stakeholders	2	5	This could be improved with time allocated to prepare presentations and keep Council and stakeholders up to date with progress and new initiatives.
38	Personal development and training CBFCO /DCBFCO's	1	10	This could be improved with succession and additional staffing to allow for further training and development.
TOTAL			692 days	Would be shared between Fire Officer (new proposed position – see Executive Recommendation), Senior Ranger (existing position), Casual Rangers (new proposed position – see Executive Recommendation) and casual administrative support