

**DIS163: BUSHFIRE RISK MANAGEMENT PROGRAM-BUSHFIRE  
RISK MANAGEMENT COORDINATOR**

<b>Proponent / Owner</b>	: City of Albany
<b>Attachments</b>	: Nil.
<b>Report Prepared By</b>	: Executive Director Development Services (P Camins)
<b>Responsible Officers:</b>	: Executive Director Development Services (P Camins)

**STRATEGIC IMPLICATIONS**

1. This item relates to the following elements of the City of Albany Strategic Community Plan or Corporate Business Plan informing plans or strategies:
  - **Theme:** Clean, Green & Sustainable
  - **Objective 4.1:** To protect and enhance our natural and built environment in a changing climate;
  - **Community Priority 3.1.1:** Deliver effective practices that reduce risk to property, infrastructure and the natural environment and improve community awareness and resilience.

**In Brief:**

- Department of Fire & Emergency Services (DFES) have offered the City of Albany grant funding for the purpose of employing a Bushfire Risk Management Coordinator on a fixed term, part time basis to start preparation of Albany's Bushfire Risk Management Plan.
- This funding must be accepted and received prior to June 30, 2019.

**RECOMMENDATION**

**DIS163: DRAFT MOTION  
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**THAT Council ACCEPT Item DIS163: Bush Fire Risk Management Program-Bushfire Risk Management Coordinator for consideration as an urgent item.**

**Officer Comment (Executive Director Development Services):**

The City received notice of the funding opportunity post the DIS May Committee Meeting. Should Council wish to take advantage of this funding, it is recommended that this report be considered at the May Ordinary Council Meeting to ensure that the funding is accessed.

**DIS163: RESPONSIBLE OFFICER RECOMMENDATION  
VOTING REQUIREMENT: ABSOLUTE MAJORITY**

**THAT Council:**

1. **APPROVE** the acceptance of the grant for the purpose of funding a Bushfire Risk Management Coordinator to start preparation of Albany's Bushfire Risk Management Plan funded by Department of Fire and Emergency Services (DFES); and
2. **ENDORSE** the City of Albany's intention to enter into a Grant Agreement with DFES to host a project officer at the City of Albany for up to twelve months.

## **BACKGROUND**

2. Under the State Emergency Management Plan for Fire (Westplan Fire), local governments with significant bushfire risk are required to develop an integrated Bushfire Risk Management Plan (BRMP) outlining a strategy to treat bushfire-related risk across all land tenures.
3. Albany has been identified as a locality with high or extreme bushfire risk.
4. DFES has determined a priority list of local governments who require a Bushfire Risk Management Coordinator to prepare a BRMP for that local government.
5. The Shire of Denmark was identified as being at a higher bushfire risk and have already received funding for a similar position to the one proposed in this report.

## **DISCUSSION**

6. The funding available is sufficient to fund a fixed term, part time position (38 hours per fortnight for a period of 12 months) at City of Albany Enterprise Agreement level 8.2.
7. Consideration could be made to allocate the funding in a different configuration, such as on a shorter fixed term, full time arrangement.
8. It is not expected that the term of this role will be sufficient to complete the City's BRMP, however, upon completion of the Shire of Denmark's BRMP, that officer will be available to work with the City's Bushfire Risk Management Coordinator to complete the City's BRMP.
9. The funding arrangement for this second officer currently working on the Shire of Denmark BRMP will be the subject of a future report to Council once funding arrangements are confirmed.
10. The acceptance of this grant will not impact upon the availability of the Denmark officer to work with the City of Albany.
11. When the Bushfire Risk Management Plan is completed and implemented, the City of Albany will be eligible to receive funding from DFES for mitigation works (e.g. fire breaks, mechanical reduction, prescribed burns) on City-managed Crown Reserves.

## **GOVERNMENT & PUBLIC CONSULTATION**

12. DFES approached the City of Albany to inform staff of the availability of further funding opportunities to complement the grant which is the subject of this report.

## **STATUTORY IMPLICATIONS**

13. Nil.

## **POLICY IMPLICATIONS**

14. Full induction of the Officer to all aspects of City of Albany operational processes, procedures and policies including statutory compliance with occupational health and safety, environmental, industrial, information and human resource management requirements including Code of Conduct will occur.

## RISK IDENTIFICATION & MITIGATION

15. The risk identification and categorisation relies on the City's Enterprise Risk and Opportunity Management Framework.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<b>Reputation</b> <i>Risk: Possible loss of reputation if the project does not meet funding objectives</i>	<i>Unlikely</i>	<i>Minor</i>	<i>Low</i>	<i>Actively participate and support</i>
<b>Financial</b> <i>Risk: Cost of the project</i>	<i>Possible</i>	<i>Insignificant</i>	<i>Low</i>	<i>Accept the grant at the May 2019 OCM to ensure access to the funding prior to 30 June 2019. Any resources purchased will remain Council Property and be used for other projects</i>
<b>Opportunity:</b> <i>To commence development of a Bushfire Risk Management Plan for the City of Albany that will ultimately allow bushfire risk to be better managed in the community.</i>				

## FINANCIAL IMPLICATIONS

16. The Bushfire Risk Management Planning Coordinator will be located at the Mercer Road office with the Emergency Management team and in close proximity to the Reserves team under a formal Grant Agreement. The City of Albany will cover the cost of consumables such as stationary and printing, IT support and day to day support and provide a work station.
17. A similar arrangement was estimated to cost the City up to \$2000 to set up a functioning work space with ongoing costs for consumables and office overheads.
18. DFES would provide funding up front prior to June 30 2019.

## LEGAL IMPLICATIONS

19. The City will be a signatory to a Grant Agreement for up to twelve months with DFES outlining the conditions for hosting a project officer at the North Road Office and the roles and responsibilities of both organisations.

## ALTERNATE OPTIONS

20. To not accept the DFES Grant offer and wait for the current DFES-funded officer (currently in Denmark) to become available to commence preparation of Albany's BRMP.

## CONCLUSION

21. It is recommended that the City accept the DFES Grant to employ a Bushfire Risk Management Coordinator on a fixed term, part time basis to start preparation of Albany's Bushfire Risk Management Plan.

<b>Consulted References</b>	:	Community Strategic Plan (Albany 2030)
<b>File Number (Name of Ward)</b>	:	All Wards
<b>Previous Reference</b>	:	Nil