



# **Municipal Fire Prevention Plan 2007-2010**

Prepared by  
The Municipal Fire Prevention Committee  
May 2007

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# INTRODUCTION

Frankston City is located on the south eastern shore of Port Phillip Bay and covers 13,100 hectares with a community of approx 120,000 people. The municipality includes the suburbs of Frankston, Seaford Carrum Downs, Langwarrin, Sandhurst and Skye. The City is essentially residential in character with significant areas of public open space combined with non-urban and agricultural environments to the North and East.

Fires are the cause of significant loss of life and damage to property. This Fire Prevention Plan was developed by the Municipal Fire Prevention Committee in consultation with the Frankston community to reduce the incidence and consequences of fire and to create a Safer City.

This plan identifies risk environments and sets objectives and strategies that deal with the risks to prevent them having an adverse effect on the community.

## □ **FRANKSTON CITY COUNCIL COMMUNITY PLAN VISION 2006 – 2010**

Our vision for Frankston City is to be an outstanding Victorian regional capital on the bay.

## □ **MUNICIPAL FIRE PREVENTION PLAN GOAL**

To have a plan developed in collaboration with Frankston City Council, local CFA, ParksVic and other related organisations which aims to encourage active involvement with residents in reducing the likelihood and consequence of fire in the municipality.

## **FOREWORD**

A great many people and organisations contributed to the development of this Fire Prevention Plan for the Frankston City Council. I would like to express my thanks to all those individuals and agencies that assisted at meetings to discuss the risk environments, including the following:

Baxter Rural Fire Brigade  
Langwarrin Urban Fire Brigade  
Patterson River Fire Brigade  
Carrum Downs Urban Fire Brigade  
Mt Eliza Urban Fire Brigade  
Frankston Urban Fire Brigade  
Pearcedale Rural Fire Brigade  
Skye Rural Fire Brigade

Thanks to the delegates on the Municipal Fire Prevention Committee for many long hours spent in discussion of risk environments.

Glen Aitken  
Frankston City Mayor

## **COUNCILS ROLE**

Council has an obligation under the Country Fire Authority (CFA) Act to develop a Municipal Fire Prevention Plan (MFPP). The Authority may appoint a Municipal Fire Prevention Committee (MFPC), which provides advice and recommendations to Council in the preparation of its Municipal Fire Prevention Plan. The Municipal Fire Prevention Plan that the Municipal Fire Prevention Committee develops is then presented to Council for approval.

## **ROLE OF THE MUNICIPAL FIRE PREVENTION COMMITTEE**

The Municipal Fire Prevention Committee's functions under the CFA Act are;

- (a) to plan the burning or clearing of firebreaks
- (b) to advise the appropriate authorities as to the existence of and steps to be taken for the removal of fire hazards within the area;
- (c) to advise and make recommendations to the municipal council in the preparation of its municipal fire prevention plan;
- (d) to recommend to the Authority or to the appropriate authorities (as the case may require) any action which the committee deems necessary or expedient to be taken for reducing the risk of an outbreak of fire or for suppressing any fire which may occur within the area;
- (f) to advise the fire prevention officer concerning the removal of fire hazards under section forty-one of this Act;
- (g) to refer to the regional fire prevention committee for consideration all matters which in the opinion of the municipal fire prevention committee should be so referred; and
- (h) to carry out such other functions as are conferred or imposed upon municipal fire prevention committees by regulations made upon the recommendation of the Authority.

The Frankston City Municipal Fire Prevention Committee, at a local level, has the following tasks, to:

- Ensure that plans and actions are in place (that responsible authorities are advised of actions which the Committee deem necessary) for minimising the risk of an outbreak of fire or for suppressing any fire which may occur within the area.
- Develop fire safety programs that are relevant to the community.
- Measure fire safety outputs and assess the reduction in community vulnerability to fire.
- Engage community groups and businesses in ongoing dialogue about fire prevention solutions.
- Liaise with other agencies and committees to ensure integration and consistency of purpose.

The Plan is to be reviewed, amended and updated annually by the MFPC and the Plan will have a major review after three years.

## **The Municipal Fire Prevention Task Force**

In 2007 the MFPC resolved to form the Municipal Fire Prevention Task Force. The purpose of the task force is to investigate and make recommendations to the MFPC in relation to matters referred to the task force by the MFPC and therefore allow the MFPC to maintain its strategic focus.

The activities of the Municipal Fire Prevention Task Force may include

- Produce recommendations for fuel reductions for consideration by the MFPC
- Action the resolutions of the MFPC.
- Recommend updates to the MFPP.
- Develop Grant applications.
- Maintain MFPC delegates contact details.

The Task Force is lead by the Municipal Fire Prevention Officer.

The Task Force meets monthly and reports directly to the MFPC.

## **FRANKSTON CITY MUNICIPAL FIRE PREVENTION PLAN AND ITS CURRENT STATUS**

The Frankston City Council, MFPC and the CFA have developed and implemented a strategy to reduce the number and/or the severity of fires within the Municipality, with the aim of creating a safer community.

Reducing the likelihood and consequences of fire and creating a safer community is essential to the long term prosperity of the municipality. The CFA and council is investing in our future by developing integrated fire management solutions that not only deliver a rapid and effective response to fire and other emergencies but also offer pro active and mitigation programs.

The CFA and FCC recognise that effectively reducing community vulnerability to fire requires more than interagency effort alone. It requires the facilitation of a more self reliant and self - aware community who have the knowledge, motivation and capacity to manage the risks in their own communities as an active partner with fire management agencies.

The Fire Prevention Planning Guidelines provide a simple, non prescriptive planning approach from which fire prevention and mitigation actions at municipal level can be developed and implemented, and which builds on the work already carried out by MFPC. These guide lines have been developed following extensive testing. It is recognised that planning is a dynamic process which will be streamlined following implementation and feed back on the existing municipal fire prevention plans. Further planning to improve the safety in our community is important to the vision of Frankston City Council and with the support of emergency services, council, other agencies and residents we can create a safer community.

# Integrated Fire Management Planning

A review of fire management planning was undertaken in response to reviews such as the Inquiry into the 2002-2003 Victorian Bushfires and the 2003 Auditor-Generals Performance Audit of fire prevention and preparedness and recommendations were made to improve how we prevent, prepare, respond to, and recover from fire.

Funded by the Victorian Government the Integrated Fire Management Planning Project was established to implement these recommendations.

The project involves developing a planning framework that will ensure participation by all municipalities and agencies with fire related responsibilities. The framework will cover fire prevention and preparedness, response to and recovery from all fire events.

The fire management planning framework will be integrated within Frankston City's current emergency management arrangements.

It is expected that the provisions of IFMP will be implemented during the lifetime of this current MFPP and will eventually replace it.

The MFPC Task Force may form the nucleus of a Municipal Fire Management Planning Committee in relation to IFMP.

## Related Plans

The MFPP 2007-2010 is intended to complement and has links to the following plans;

### **Municipal Emergency Management Plan**

As required by the Emergency Management Act, Frankston City Council maintains a Municipal Emergency Management Plan. The MEMP addresses the prevention of, response to and recovery from emergencies.

This plan was developed in partnership with local emergency management and other related organisations and is part of Council's commitment to enhancing community resilience in times of emergency.

Further information on this plan can be obtained by contacting Frankston City Council's Municipal Emergency Resource Officer.

### **Municipal Emergency Recovery Plan**

Frankston City council maintains a Emergency Management Recovery Plan that provides arrangements to assist in the recovery from emergencies including fire events.

Further information on this plan can be obtained by contacting Frankston City Council's Municipal Recovery Manager.

## RISK ASSESSMENT

The fire risks across the municipality have been divided into five risk environments to better define and treat all fire risks. This process follows the risk management approach required in the *Municipal Fire Prevention Planning Guidelines* prepared by the CFA (2003) and assists council to better address its obligations under *the Country Fire Authority Act (1958)*.

Risk environments and their definitions are provided below.

**Residential Environment:** - Primary land use is for the purpose of medium-long term accommodation. Includes residential housing, units, apartments and caravan parks.

**Accommodation and Assembly Environment:** - Includes Public accommodation, Public assembly and Special accommodation.

**Public accommodation** is land used primarily for temporary accommodation (hotels, motels, hostels, etc).

**Public assembly** the land is used for large gatherings of people by multiple groups & organisations (sport grounds, churches, etc).

**Special accommodation** is land used for the accommodation of people who require special care. (Hospitals, nursing homes, etc).

**Business Environment:** - includes both Commercial & Industrial. The land use is for running a business; providing a service direct to the public or used in any part of the production cycle of a product. Includes Shops, shopping centres, offices, cinemas, restaurants, factories and warehouses, and quarries.

**Infrastructure Environment:** - Includes both Infrastructure & Transport. Land used to support the supply of essential services to a community. Includes pipelines, electricity lines, telephone exchange, public transport and transportation routes (Roads & railway lines).

**Natural Environment:** - Includes both agricultural & natural. Land used for the production of plant or animal material. The natural environment includes both private and public land and Includes crops & pasture, native grasslands, bush areas and natural reserves.

In order to determine which fire risks are relevant or severe enough to require treatment the Australian/New Zealand Standard for Risk Management AS/NZ4360 was used to produce a Municipal risk profile as described below. It is considered that elements within each of the risk environments require treatment options where the risks are determined to be within the range of High to extreme. The risk classification can be considered high where the likelihood and consequence of a wildfire, structure fire or Hazmat incident event occurring falls within the range of the following parameters:

- Likelihood: Event could occur at least once in every 20 years.
- Consequence: Event could cause significant financial loss (\$25,000 or more), casualties requiring hospitalisation or significant environmental damage.

The CFA have provided the following definitions for event type:

**Wildfire:** A freely burning, uncontrolled and unplanned fire that needs to be extinguished. It includes fire in bushland or forests, crops and grass, or cultivated trees.

**Structure Fire:** Is any uncontrolled fire inside, on, under or touching a building or structure that needs to be extinguished.

**HAZMAT:** A HAZMAT incident is any event involving hazardous substances that may threaten life or property. HAZMAT incidents include substances that may be flammable, combustible, corrosive, poisonous, oxidising, radioactive or explosive or otherwise harmful material.

## Treating the risks

All risks assessed as high or above have been studied, with the aim of identifying and implementing appropriate risk reduction treatments.

These treatments fall into the following categories,

- Planning – ensuring that new sub-divisions are designed taking into account fire safety;
- Regulation – ensuring that sites have appropriate fire prevention, protection and response infrastructure;
- Education – delivering programs that change people behaviour in relation to fire prevention, emergency identification and occupier response to an emergency; and

## MUNICIPAL RISK PROFILE

The fire risk rating within each of the risk environments has been determined using a qualitative risk assessment. This activity was undertaken with representatives from both the Municipality and CFA and endorsed by the MFPC.

### Risk Environment / Hazard Matrix

Risk environment	Wildfire hazard event	Structural fire hazard event	Hazmat hazard event
<b>Residential</b>	<b>High</b>	<b>Extreme</b>	<b>Low</b>
<b>Natural</b>	<b>High</b>	<b>N/A</b>	<b>N/A</b>
<b>Business</b>	<b>Low</b>	<b>High</b>	<b>High</b>
<b>Accommodation</b>	<b>Low</b>	<b>High</b>	<b>Low</b>
<b>Infrastructure</b>	<b>Low</b>	<b>N/A</b>	<b>High</b>

The chance that a wildfire, structure fire or hazardous materials incident that would cause injuries requiring hospitalization, or significant financial loss (e.g.>\$25,000), or significant environmental damage was assessed. It was concluded that this could occur sometime in the next 20 years resulting in a fire risk rating of a High or Extreme according to the Emergency Risk Management – Applications Guide produced by Emergency Management Australia this is based upon AS/NZ 4360:1999 Australian/New Zealand Standard for Risk Management.

Within each risk environment one of the following hazard events can occur,

- Wild fire – a fire involving vegetation.
- Structure fire – a fire involving a building or structure.
- Hazmat – an incident involving chemicals.

All three hazard events have the potential to impact on people.

The MFPC investigated each risk environment to give a priority ranking to the assessed risk. This resulted in the prioritised ranking of the Municipal Risk profile.

### Municipal Risk profile ranked in order of priority.

Risk environment	Wildfire hazard event	Structural fire hazard event	Hazmat hazard event
<b>Residential</b>	<b>4</b>	<b>1</b>	<b>6</b>
<b>Natural</b>	<b>5</b>	<b>N/A</b>	<b>N/A</b>
<b>Business</b>	<b>6</b>	<b>3</b>	<b>4</b>
<b>Accommodation</b>	<b>6</b>	<b>2</b>	<b>6</b>
<b>Infrastructure</b>	<b>6</b>	<b>N/A</b>	<b>5</b>

# RISK ENVIRONMENTS

In determining the Fire Prevention Plan five risk environments have been identified. The five environments, their associated definitions and objectives are:

**Risk One: Residential Environment**

**Definition:** Primary land use is for the purpose of medium to long term accommodation. Includes residential housing, units, apartments and caravan parks.  
While receiving much less publicity than wild fires more people die in house fires than wild fires.

**Objective:** To raise the community's awareness of fire safety and hazards in the home.

**Risk Two: Accommodation Environment**

**Definition:** Includes Public accommodation, Public assembly and Special accommodation.  
**Public accommodation** is land used primarily for temporary accommodation (hotels, motels, hostels, etc).  
**Public assembly** is land used for large gatherings of people by multiple groups & organisations (sport grounds, churches, etc).  
**Special accommodation** is land used for the accommodation of people who require special care. (Hospitals, nursing homes, etc).

**Objective:** Encourage all occupants to have a fire safe living environment.

**Risk Three: Business Environment**

**Definition:** Includes both Commercial & Industrial.  
The land use is for running a business; providing a service direct to the public or used in any part of the production cycle of a product. Includes Shops, shopping centres, offices, cinemas, restaurants, factories and warehouses, and quarries.  
Fires in such premises present a potential risk to life, property and economic losses. Problems include storage of hazardous material and the environmental impact on surrounding residential areas when an incident occurs.

**Objective:** Reduce the impact of fire and incidents on human life and the environment.

**Risk Four: Infrastructure Environment**

**Definition:** Includes both Infrastructure & Transport.  
Land used to support the supply of essential services to a community. Includes pipelines, electricity lines, telephone exchange, public transport and transportation routes (Roads & railway lines).

**Objective:** Identify infrastructure risks and implement appropriate treatments or actions.

**Risk Five: Natural Environment**

**Definition:** Includes both agricultural & natural  
Land used for the production of plant or animal material. The natural environment includes both private and public land and includes crops & pasture, native grasslands, bush areas and natural reserves. The risk of wild fire is present in all except the most suburban of areas in the Municipality and is a risk that is difficult to manage, due to the mixture of public land, parks and reserves, privately owned bushland and small rural residential subdivisions.

**Objective:** Raise community awareness to the risks of living in an urban bushland environment.

# RESIDENTIAL RISK ENVIRONMENT - 1

**Definition:** Primary land use is for the purpose of medium to long term accommodation. Includes residential housing, units, apartments and caravan parks. While receiving much less publicity than wild fires more people die in house fires than wild fires.

**Objective:** To raise the community's awareness of fire safety and hazards in the home.

	Program	Objective	Responsible person	Others involved	Year		
					07/08	08/09	09/10
1.1	Winter Fire Safety Program	CFA to implement an annual winter fire safety program with assistance from Council.	CFA Manager Community Safety	MFPO Brigades			
1.2	Fire Safety Displays at venues of high profile	To provide a display that promotes fire safety awareness. Various themes will be used depending on the time of the year and the aim of the display. Venues will include: - Frankston City Council shops and Civic Centre	MFPO	CFA CEC Brigades			
1.3	Summer Fire Safety Program	CFA to implement a yearly summer fire safety program with assistance from Council.	CFA Manager Community Safety	MFPO Brigades			
1.4	Brigades in schools	Make BIS available to grade three and four students in the City of Frankston.	CFA Manager Community Safety	MFPO Brigades Schools			
1.5	Home Fire Safety Workshops.	Conduct workshops annually in identified high-risk areas.	CFA Manager Community Safety	MFPO Brigades			
1.6	Participate in the annual community safety week.	The level and type of involvement will be determined on an annual basis. Activities may include displays/presentation/media	MFPO	CFA CEC CFA Brigades			
1.7	Promote the use and maintenance of smoke alarms.	Media – when daylight savings comes into effect and ceases – promote smoke alarm maintenance.	CFA Manager Community Safety	MBS MFPO Brigades			
1.8	Caravan Park inspections	To facilitate the development and implementation of EMP at Caravan Parks, as required.	CFA MCS FCC Environmental Health Officers	MFPO			

## ACCOMMODATION RISK ENVIRONMENT – 2

**Definition:** Includes Public accommodation, Public assembly and Special accommodation.  
**Public accommodation** is land used primarily for temporary accommodation (hotels, motels, hostels, etc).  
**Public assembly** is land used for large gatherings of people by groups & organisations (sports grounds, churches, etc).  
**Special accommodation** is land used for the accommodation of people who require special care. (Hospitals, nursing homes, etc).

**Objective:** Encourage all occupants to have a fire safe living environment.

	Program	Objective	Responsible	Involved	Year		
					07/08	08/09	09/10
2.1	Comment on Victorian Building Regulation requirements.	Provide advice, on behalf of the Chief Officer, as required in these Regulations.	CFA Manager Community Safety	Council Municipal Building Surveyor			
2.2	Promote fire safety.	Promote fire safety awareness and education at these premises that have been identified as high risk	CFA Manager Community Safety	MBS CFA			
2.3	Facilitate essential service audits.	To bring the requirement to maintain essential services to the attention of the owners of all of these buildings	FCC Municipal Building Surveyor	CFA FSO			
2.4	Emergency Planning	Provide advice to all owners/occupiers who make requests for assistance on EMP.	CFA Manager Community Safety	MFPO			

## BUSINESS RISK ENVIRONMENT - 3

**Definition:** Includes both Commercial & Industrial. The land use is for running a business; providing a service direct to the public or used in any part of the production cycle of a product. Includes Shops, shopping centres, offices, cinemas, restaurants, factories and warehouses, and quarries. Fires in such premises present a potential risk to life, property and economic losses. Problems include storage of hazardous material and the environmental impact on surrounding residential areas when an incident occurs.

**Objective:** Reduce the impact of fire and incidents on human life and the environment.

	Program	Objective	Responsible	Involved	Year		
					07/08	08/09	09/10
3.1	Provide advice on fire safety and EMP as required under the Dangerous Goods Regulations 2001	To advise industrial/commercial premises on fire safety and emergency planning issues.	CFA Manager Community Safety	WSV			
3.2	Comment on Victorian Building Regulation requirements.	Provide advice, on behalf of the Chief Officer, as required in these Regulations	CFA Manager Community Safety	BCC			
3.3	Emergency Planning	Provide advice to all that make requests for assistance on EMP.	CFA Manager Community Safety	MFPO Brigades			
3.4	Fire Safety Evaluations	Provide advice and assistance on matter relating to fire safety, as requests are made to the fire services as requested by owner/occupier.	CFA Manager Community Safety	FCC Brigades			

## INFRASTRUCTURE RISK ENVIRONMENT – 4

**Definition:** Includes both Infrastructure & Transport. Land used to support the supply of essential services to a community. Includes pipelines, electricity lines, telephone exchange, public transport and transportation routes (Roads & railway lines).

**Objective:** Identify infrastructure risks and implement appropriate treatments or actions.

	Program	Objective	Responsible	Involved	Year		
					07/08	08/09	09/10
4.1	Land use planning	To comment on the provision of roads and infrastructure on new developments	CFA Manager Community Safety	Council planners MFPO			
4.2	Fire road access subsidy scheme	Preparation of funding applications relating to construction and maintenance of fire access tracks and water supply sources	MFPO	MFPC CFA MCS			

## NATURAL RISK ENVIRONMENT - 5

**Definition:** Includes both agricultural & natural environments. Land used for the production of plant or animal material. The natural environment includes both private and public land and includes crops & pasture, native grasslands, bush areas and natural reserves. The risk of wild fire is present in all except the most suburban of areas in the Municipality and is a risk that is difficult to manage, due to the mixture of public land, parks and reserves, privately owned bushland and small rural residential subdivisions.

**Objective:** Raise community awareness to the risks of living in an urban bushland environment.

	Program	Objective	Responsible	Involved	Year		
					07/08	08/09	09/10
5.1	Develop and implement fire prevention plans for Frankston City Council reserves as required.	To have a systematic approach for reducing fire risks at these reserves and advising residents of the fire safety plans	FCC Municipal Fire Prevention Officer	CFA Brigades			
5.2	Fire prevention inspections	To identify high fire risk properties by conducting property inspections.	MFPO	CFA			
5.3	Fire prevention notices	To reduce the likelihood/consequence of fire at properties previously inspected.	MFPO	CFA			
5.4	Fire Safety displays & Field days.	Conduct display that promotes fire safety awareness as identified in a needs analysis. Various themes will be used depending on the time of the year and the aim of the display. Venues will include: - Frankston City Council shops and Civic Centre	MFPO	CFA CEC Brigades			
5.5	Fire Ready Victoria and Community Fire Guard seasonal campaigns.	Seasonal campaigns as required.	CFA Manager Community Safety	CFA Brigades			

## ABBREVIATIONS USED

BCC	Building Control Council
BIS	Brigades in School
CEC	Community Education Coordinator
CFA	Country Fire Authority
EMP	Emergency Management Planning
FCC	Frankston City Council
FSO	CFA Fire Safety Officer
HAZMAT	Hazardous Materials
MCS	Manager Community Safety
MFPC	Municipal Fire Prevention Committee
MFPO	Municipal Fire Prevention Officer
MFPP	Municipal Fire Prevention Plan
MBS	Municipal Building Surveyor
WSV	Work Safe Victoria



## **Distribution List**

Municipal Fire Prevention Officer  
Municipal Emergency Resource Officer  
FCC Reserves  
Municipal Building Surveyor  
CFA MFPC Delegates  
Local Brigades  
Parks Vic  
Melbourne Water

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