



Department of **Planning, Lands and Heritage**
Department of **Fire and Emergency Services**
Department of **Local Government,
Industry Regulation and Safety**



Requirements for **Bushfire Planning** and **Building Industry Accreditation Bodies**

- LEVEL 1** Bushfire Attack Level (BAL) Assessor
- LEVEL 2** Bushfire Planning Practitioner – Prescriptive
- LEVEL 3** Bushfire Planning Practitioner – Performance

May 2026

The Department of Planning, Lands and Heritage acknowledges the Aboriginal people as the traditional custodians of Western Australia. We pay our respects to the Ancestors and Elders, both past and present, and the ongoing connection between people, land, waters and community. We acknowledge those who continue to share knowledge, their traditions and culture to support our journey for reconciliation. In particular, we recognise land and cultural heritage as places that hold great significance for Aboriginal people.

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NOTES

Documents that have informed the development of the Western Australian Accreditation Framework include:

- AS/NZS ISO/IEC 17011 – Conformity Assessment – Requirements for accreditation bodies accrediting conformity assessment bodies
- AS/NZS ISO/IEC 17024:2013 – Conformity Assessment – General Requirements for Bodies Operating Certification of Persons
- ISO 17000 – Conformity Assessment – Vocabulary and General Principles
- AS/NZS ISO/IEC 17065:2013 – Conformity Assessment – Requirements for bodies certifying products, processes and services

1 INTRODUCTION

This document sets out the requirements for organisations seeking recognition as a body that may accredit bushfire practitioners, in accordance with an approved accreditation scheme.

For an organisation to attain recognition under the Western Australian Accreditation Framework, it must be prepared to customise its accreditation scheme, including training and assessment, to be relevant to Western Australia and the bushfire practitioner level(s) set out in the Planning for Bushfire Guidelines (Bushfire Guidelines):

- Level 1 – Bushfire Attack Level (BAL) Assessor
- Level 2 – Bushfire Planning Practitioner (Prescriptive)
- Level 3 – Bushfire Planning Practitioner (Performance)

Once a bushfire planning and building accrediting body is recognised by the State Government it will be able to accredit bushfire practitioners in accordance with its accreditation scheme. An accreditation scheme should provide oversight of accredited bushfire practitioners operating in Western Australia, in accordance with the requirements set out in this document. State Government recognition of a bushfire planning and building accrediting body ensures that the building and development industry, decision-makers, and landowners can have greater confidence in the bushfire assessments undertaken by accredited bushfire practitioners.

The Western Australian Bushfire Accreditation Steering Committee (the Steering Committee) has been established to oversee the training and accreditation system and implementation of the Bushfire Accreditation Framework. The Steering Committee comprises representatives from the Department of Planning, Lands and Heritage, Department of Fire and Emergency Services, and the Department of Local Government, Industry Regulation and Safety (Building and Energy Division).

State Planning Policy 3.7 – Bushfire (SPP 3.7) and the Bushfire Guidelines strongly recommend that accredited practitioners prepare bushfire risk management assessments including Hazard Level assessments, BAL Contour Maps, Bushfire Management Plans, and BAL assessments for strategic planning proposals, subdivision or development applications¹, commensurate with their level of accreditation.

Under SPP 3.7:

- a Level 1 BAL Assessor is defined as a person who holds Level 1 BAL Assessor accreditation under the Western Australian Bushfire Accreditation Framework; and
- a Bushfire Planning Practitioner is defined as a person who holds Level 2 or Level 3 accreditation under the Western Australian Bushfire Accreditation Framework.

The Building and Energy Division also recommends assessment of bushfire risk is undertaken by a person accredited at the appropriate level to undertake such work.

Table 1 summarises the activities the three levels of practitioners should be accredited to undertake under a recognised accreditation scheme.

¹ As defined in the Planning and Development Act 2005 and SPP 3.7.

Table 1: Summary of Accredited Bushfire Practitioner Levels in Western Australia

LEVEL 1 BAL ASSESSOR	LEVEL 2 BUSHFIRE PLANNING PRACTITIONER – PRESCRIPTIVE	LEVEL 3 BUSHFIRE PLANNING PRACTITIONER – PERFORMANCE
<p>Each level is accredited to provide services limited to the following:</p>		
<ul style="list-style-type: none"> determining the appropriate BAL using Method 1 (simplified method) of AS 3959 as referenced by the Building Code of Australia (AS 3959) providing general advice on the design and construction requirements of AS 3959. 	<ul style="list-style-type: none"> Broader Landscape Assessment according to the Bushfire Guidelines, excluding an Outcomes-Based approach Bushfire Hazard Level assessments for strategic planning proposals according to the Bushfire Guidelines developing BAL Contour Maps where the lot layout is known for strategic planning proposals and subdivision applications according to the Bushfire Guidelines and relevant practice notes issued by the Department of Planning, Lands and Heritage and the Building and Energy Division application of bushfire protection criteria to develop Acceptable Solutions² (including for Elements 1, 2, 3 and 4) for planning proposals according to the Bushfire Guidelines development of Bushfire Management Plans according to the Bushfire Guidelines excluding those for ‘vulnerable land use’ provision of bushfire related advice for planning proposals and development applications in accordance with the bushfire guidelines the activities described for an Accredited Level 1 BAL Assessor, which includes determining the appropriate BAL using only Method 1 (simplified method) of AS 3959 other limited activities prescribed in practice notes issued by the Department of Planning, Lands and Heritage from time to time. 	<ul style="list-style-type: none"> Broader Landscape Assessment according to the Bushfire Guidelines, including an Outcomes-Based approach determining the appropriate BAL using Method 2 (detailed method) of AS 3959, as referenced by the Building Code of Australia determining the appropriate BAL using alternative methodologies and approaches application of the bushfire protection criteria to develop designs that are outside of those specified in the Acceptable Solutions within the Bushfire Guidelines (including for Elements 1, 2, 3 and 4, as an Outcomes- Based approach) development of Bushfire Management Plans for planning proposals and development applications that involve a ‘vulnerable land use’ in accordance with SPP 3.7 and the Bushfire Guidelines development of Bushfire Emergency Plans for vulnerable land uses, in accordance with SPP 3.7 and the Bushfire Guidelines the activities described for a Level 1 BAL Assessor and Level 2 Bushfire Planning Practitioner – Prescriptive.

² ‘Acceptable solution’ is a reference to deemed-to-comply solutions developed in accordance with the Bushfire Guidelines and should not be confused with ‘alternative solutions’ developed under the Building Code of Australia

2 ACCREDITATION FRAMEWORK

The roles and responsibilities within the WA bushfire accreditation framework are outlined in **Figure 1**.

2.1 STEERING COMMITTEE

The Steering Committee assesses the suitability of accrediting bodies on behalf of the State Government.

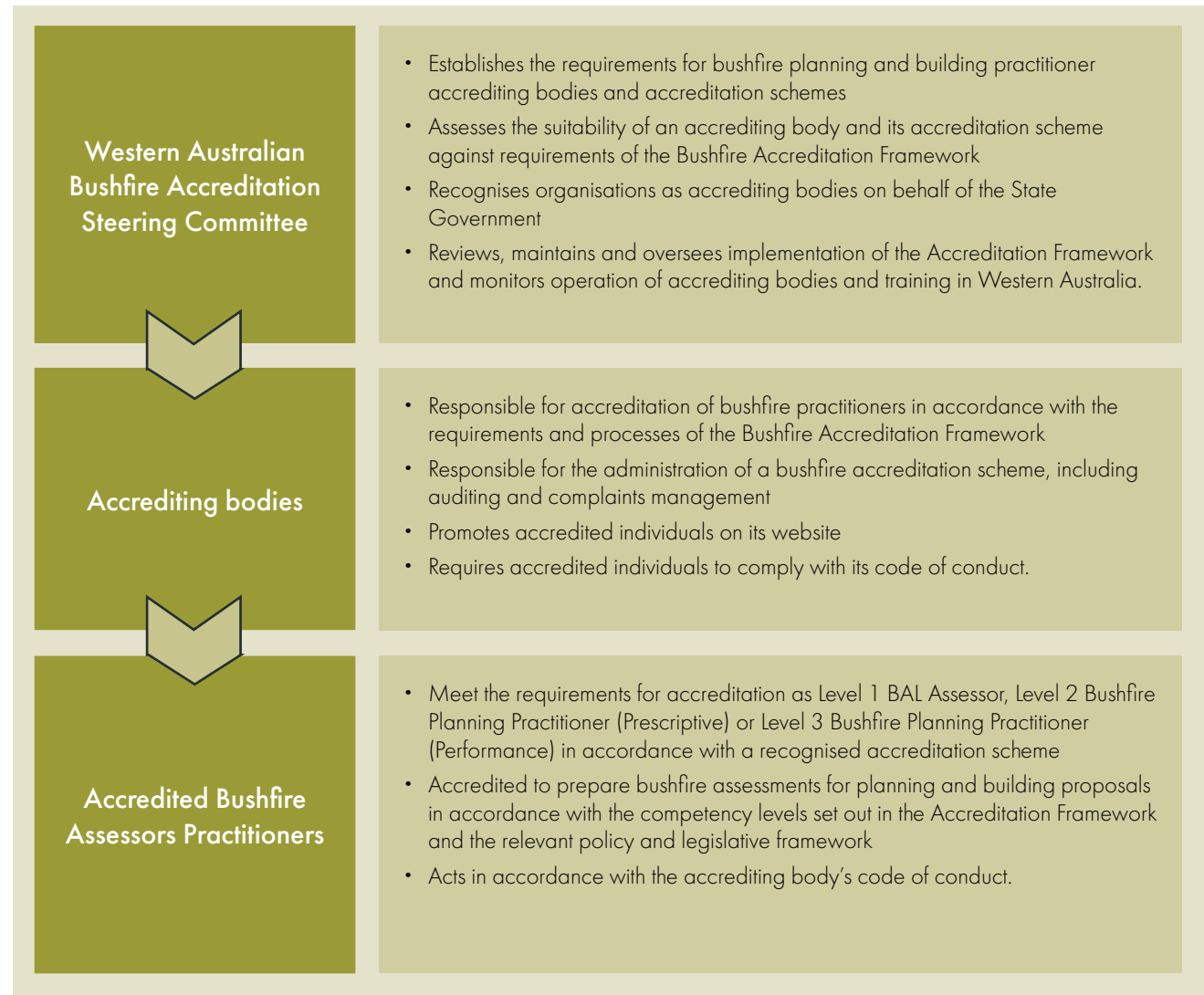
The Committee will assess the documentation outlined at section 2.2 and determine whether an organisation should be recognised as a bushfire planning and building accrediting body. Where the Steering Committee is satisfied that the proposed accreditation scheme is consistent with the Accreditation Framework requirements, the State Government will issue a statement recognising it as a bushfire planning and building accrediting body.

2.2 REQUIREMENTS FOR STEERING COMMITTEE RECOGNITION OF BUSHFIRE PLANNING AND BUILDING ACCREDITING BODIES

Organisations seeking to be recognised as a bushfire planning and building accrediting body must submit an application to the Steering Committee. The application for recognition by the Steering Committee should include:

- a. general information about the proposed bushfire planning and building accrediting body, including legal status, name, address

Figure 1: Roles and responsibilities in Western Australia established under the Accreditation Framework



- b. organisational structure including years of trade/operation
- c. demonstration of a sound financial standing and appropriate public liability insurance, professional indemnity insurance and workers' compensation coverage
- d. demonstration of processes to ensure the proposed accreditation scheme will be operated by an organisation with integrity and sound governance arrangements
- e. a record keeping system for maintaining records of accreditation, including a system capable of keeping records to demonstrate:
 - i. the status of a practitioner (including provisional status), including relevant correspondence between the bushfire planning and building accrediting body and accredited practitioners
 - ii. that the accreditation or reaccreditation process has been effectively assessed and fulfilled
 - iii. that practitioner audit and complaints processes have been duly undertaken
 - iv. the results of practitioner audit and complaints processes, including where accreditation is suspended or withheld
- f. evidence to demonstrate that the bushfire planning and building accrediting body has appropriately qualified personnel and technical resources to assess the competence of applicants for accreditation at Level 1, Level 2 or Level 3
- g. a stated commitment to provide appropriate training and a minimum of two annual Continuing Professional Development (CPD) workshops for each Level of accredited bushfire practitioner

- h. where a Level 1 BAL Assessor training course is proposed, the organisation should be approved by a Commonwealth or 'state or territory' government training authority as a Registered Training Organisation
- i. an ability and commitment to maintain a public register of accredited practitioners located on the organisation's website; at a minimum, the register must:
 - a. include the practitioner's name, company, accreditation number, accreditation level (including provisional status), accreditation expiry date, and the location of the practitioner (for example, a nominated town or city)
 - b. allow a user to search a practitioner by name, business name, accreditation number or location
- j. a Western Australian Handbook in accordance with the requirements listed in Section 2.3.

Organisations that subsequently receive recognition from the Steering Committee as a bushfire planning and building accrediting body are responsible for the operation of the accreditation scheme and accreditation of bushfire practitioners, as outlined in their Western Australian Handbook.

Once recognised, accrediting bodies will be responsible for overseeing the quality and standard of accredited practitioners.

2.3 REQUIREMENTS FOR A WESTERN AUSTRALIAN HANDBOOK

A bushfire planning and building accrediting body's Western Australian Handbook should outline:

- a. Accreditation application requirements for each practitioner level, including:
 - i. education requirements and qualifications for each level of practitioner
 - ii. criteria for initial accreditation and reaccreditation, including the practitioner competencies
 - iii. a portfolio of evidence to demonstrate consistency with the accreditation criteria
 - iv. a requirement for practitioner declaration, upon initial accreditation and reaccreditation, to abide by the bushfire planning and building accrediting body code of conduct and recordkeeping requirements
 - v. evidence of appropriate public liability and professional indemnity insurance
 - vi. fees and timeframes associated with the application submission, interview and portfolio assessment processes.
- b. terms by which accreditation will be granted
- c. criteria for suspending and withdrawing accreditation, including procedures and timeframes
- d. criteria and a process for reaccreditation, including procedures and timeframes for appeals where renewal is not granted
- e. a Code of Conduct for accredited practitioners that defines acceptable levels of professional practice, disciplinary processes and ethical behaviour

- f. requirements for individuals applying for accreditation to hold appropriate levels of public liability and professional indemnity insurance. This may be provided through the business entity that engages the applicant to provide the accredited services
- g. requirements for practitioner recordkeeping
- h. requirements for a practitioner audit process, in accordance with section 2.5 of this document
- i. CPD requirements for accredited assessors and practitioners
- j. procedures for investigating and dealing with complaints, grievances, and breaches of any code of conduct or policy document associated with or prepared under an accreditation scheme
- k. a mechanism to ensure that an accredited practitioner consents to the release of any report, documentation or communication (including emails and attachments, text messages, and other forms of communication that the practitioner has compiled or contributed to) to the accrediting body, which is held by any government body, client or authority having jurisdiction, that was prepared, written or approved by them in relation to any services covered by the accreditation scheme. This mechanism should be explicitly stated in the bushfire planning and building accrediting body's Handbook, accreditation application, and renewal forms.

A bushfire planning and building accrediting body is to seek approval from the Steering Committee for the Handbook and any future alterations.

2.4 BUSHFIRE PLANNING AND BUILDING ACCREDITING BODY REPORTING REQUIREMENTS

In order to maintain recognition, bushfire planning and building accrediting bodies should provide the Steering Committee with an annual audit and complaints report by 31 August of each year (or another date if agreed between the Steering Committee Chair and accrediting body).

The reports should include:

- i. a record of audits undertaken during the previous financial year
- ii. a record of complaints undertaken during the previous financial year, including a description of each complaint, details of the action taken and outcome of the complaint
- iii. a copy of the standard questions and checklists used during an audit or a review of practitioner work following a complaint and records of additional investigation and actions taken, including where a practitioner has appealed the findings of an audit
- iv. a strategic analysis of the previous year's audit program, with a focus on observed issues, areas for improvements and training opportunities to support practitioners to maintain and improve processes and technical capabilities and
- v. confirmation that the CPD requirements for each practitioner for the various levels have been met.

In addition, within 10 business days of a request by the Chair (or Officer acting on behalf of the Chair) of the Steering Committee, accrediting bodies should provide:

- a. details of the number of practitioners at each accreditation level
- b. a copy of the audit and complaints report, covering the period from when the last report was provided, to the day of the request.

2.5 PRACTITIONER AUDIT REQUIREMENTS

A practitioner audit process is important for a bushfire planning and building accrediting body to maintain the integrity of the accreditation scheme and to ensure ongoing delivery of reliable bushfire assessments. It can also be used to inform CPD opportunities, by identifying problem areas, opportunities for improvement or highlighting exemplary work.

A bushfire planning and building accrediting body should, at a minimum, audit 20 per cent of accredited practitioners of each level per financial year. Accredited practitioners should be subject to at least one audit during a five year period. The audit is not linked to submission of a portfolio of evidence for accreditation or reaccreditation.

Standard questions, checklists and timeframes should be developed by the bushfire planning and building accrediting body for practitioners to be assessed against, to ensure that audit processes are fair and equitable. Where additional investigation and actions are required, or where the outcome of a practitioner audit is appealed, records should be maintained and a summary provided to the Steering Committee with the audit and complaints report.

An audit of a practitioner's bushfire assessments should also be undertaken by a bushfire planning and building accrediting body in order to assess an individual's suitability for accreditation.

A bushfire planning and building accrediting body should conduct an audit process as follows:

- a. advise the practitioner in writing that they have been selected for an audit and request a list of the bushfire assessments completed over the previous two years; or the period of time since the last audit, if the last audit was conducted less than two years ago
- b. randomly select five bushfire assessments from the practitioner's record for a technical review
- c. require the practitioner to submit the selected bushfire assessments and request all documentation associated with one specific planning or building proposal that has been determined within the audit period
- d. conduct a technical review and assessment of the bushfire assessments submitted
- e. provide a summary of the technical review and assessment to the practitioner and notify the practitioner of any required actions based on the results of the assessment, and
- f. provide an opportunity for a practitioner to lodge an appeal against audit findings.

A bushfire planning and building accrediting body should include procedures and timeframes for the above either within its Handbook or as a separate audit policy and procedures document.

2.6 COMPLAINTS PROCESS

A bushfire planning and building accrediting body should develop a complaints process to ensure that concerns about the accuracy of bushfire assessments or poor service delivery can be monitored and resolved. An online complaints lodgement system should be made available to the public, clients of a bushfire practitioner, and local and State government agencies that may be in a planning or building decision making or advisory role.

The bushfire planning and building accrediting body should treat all complaints seriously and confidentially. All complaints should be fully investigated and the outcomes reported to the complainant. A bushfire planning and building accrediting body should ensure that the following matters are addressed when investigating a complaint:

- a. whether the bushfire assessment is inconsistent with relevant planning policy or legislative instruments and/or provides an incorrect assessment under AS 3959 as referenced in the Building Code of Australia (BCA)
- b. whether the practitioner has provided a service within their level of accreditation, and
- c. whether the practitioner has operated in accordance with the accrediting body's code of conduct.

The results of the investigation, assessments and any actions will be reported to the Steering Committee in the annual audit and complaints report.

2.7 ACCREDITED INDIVIDUALS

Accreditation is a formal acknowledgement that a BAL Assessor or bushfire consultant has met the conditions established under an accreditation scheme and has agreed to be bound by those conditions set out in its Western Australian Handbook.

An individual may be accredited by one or more accrediting bodies recognised by the State Government, as long as they meet the requirements of their accreditation schemes.

3 LEVEL 1 BAL ASSESSOR

Accreditation as a Level 1 BAL Assessor recognises individuals who can determine a BAL using the simplified method, as outlined in AS 3959. The BAL may then be used to inform aspects of the planning and building approval processes.

Accredited Level 1 BAL Assessors should be accredited to provide services that are limited to:

- a. determining the appropriate BAL using Method 1 (simplified method) of AS 3959 as referenced in the Building Code of Australia, and
- b. providing general advice on the design and construction requirements of AS 3959.

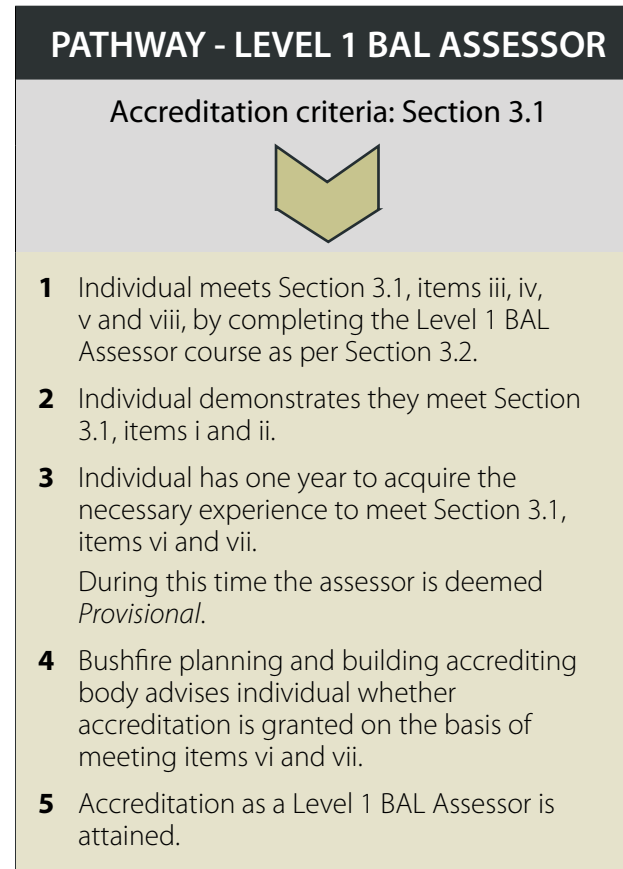
3.1 ACCREDITATION PATHWAY – LEVEL 1 BAL ASSESSOR

A bushfire planning and building accrediting body's scheme should contain the following requirements for individuals seeking accreditation at Level 1 – BAL Assessor.

Each individual should:

- i. abide by the accrediting body's code(s) or policies on acceptable levels of professional practice, disciplinary processes and ethical behaviour
- ii. hold appropriate levels of public and product liability insurance and professional indemnity insurance. The insurance cover may be provided through the business entity that engages the individual to provide Level 1 BAL Assessor services

Figure 2: The pathway for individuals to become an Accredited Level 1 BAL Assessor



- iii. demonstrate knowledge of the bushfire provisions within, and the operation and hierarchy of, the Western Australian state and local planning system
- iv. demonstrate knowledge of the interaction of the bushfire provisions outlined above under item iii with the Western Australian building legislation, and linkages with statutory requirements of the Building Code of Australia
- v. demonstrate relevant knowledge of Western Australian bushfire policy, legislation and regulations
- vi. provide the first five BAL assessment reports to the bushfire planning and building accrediting body for a technical review, or on request for an audit in accordance with section 2.5 of this document
- vii. provide two referees in relation to the above-mentioned BAL assessment reports, fully accredited at Level 1, 2 or 3, and
- viii. successfully complete all or part of a Level 1 BAL Assessor course as determined by the bushfire planning and building accrediting body.

Until such time as an individual meets the requirements in Section 3.1, item vi and vii, an Assessor is to be granted provisional accreditation, which is to be noted on the website and in all documentation prepared by the Assessor.

Unless varied by the bushfire planning and design accrediting body, if an individual has not received full accreditation within 12 months from the date of completion of the Level 1 BAL Assessor course, the provisional accreditation lapses.

3.2 COMPETENCIES AND COURSES

A bushfire planning and building accrediting body may offer its own Level 1 BAL Assessor training course, provided it is a Registered Training Organisation, in accordance with section 2.2(h) of this document. A BAL assessor training course offered by the bushfire planning and building accrediting body should ensure it addresses the full set of competencies for Level 1 BAL Assessors outlined in **Table 2** for the jurisdiction of Western Australia.

Where an individual has completed BAL assessment training accredited by either the Western Australian Training Accreditation Council or Australian Quality Skills Authority, it should be acknowledged by the bushfire planning and building accrediting body as recognised prior learning (RPL) and may be used to demonstrate competence against the requirements of **Table 2**.

Table 2: Competencies for Level 1 BAL Assessor

ELEMENT	PERFORMANCE CRITERIA
Elements 1–5	Level 1 BAL Assessor training should include the following performance criteria
1. Knowledge of the factors affecting bushfire behaviour and the models used to quantify bushfire behaviour	1.1 Describe and explain the role of vegetation in influencing bushfire behaviour. 1.2 Describe and explain the effect of topography on bushfire behaviour. 1.3 Describe and explain the impact of weather and climate on determining bushfire behaviour. 1.4 Determining Western Australia’s Forest Fire Danger Index and Grassland Fire Danger Index using appropriate tools and techniques. 1.5 Have an understanding of the bushfire behaviour models used in AS 3959 and Western Australia to determine the impact of a bushfire on a building.
2. Knowledge of vegetation and its influence on determining bushfire attack levels	2.1 Identify all vegetation types categorised in AS 3959 for Western Australia. 2.2 Assess and categorise vegetation in both homogenous and non-homogenous landscapes, particularly peri-urban areas.
3. The ability to conduct a site assessment and determine the Bushfire Attack Level for a site using the prescribed system	3.1 Identify and describe all classified vegetation affecting the site in accordance with the requirements specified in Western Australia and/or AS 3959. 3.2 Identify and describe the exclusions that apply to the classification of vegetation in AS 3959. 3.3 Measure the appropriate slopes under the classified vegetation and distances between the classified vegetation and the proposed building. 3.4 Prepare a site plan that identifies the features used to assess and determine the BAL. 3.5 Determine the BAL for a site using the simplified procedure in AS 3959 and prepare a BAL assessment report using the information collected and recorded on the site plan.
4. Knowledge of the legislative and policy framework applicable to Western Australia that governs development on land subject to bushfire impact.	4.1 Identify and discuss the Western Australian legislative framework that governs the construction of new buildings and/or the alteration/extension of existing buildings on land subject to bushfire impact. 4.2 Demonstrate an awareness of the legislative and policy framework that governs the development and subdivision of land in areas subject to bushfire impact and identify how this may affect the determination of the BAL for new buildings and/or the alteration/ extension of existing buildings.
5. Knowledge of the mechanisms for bushfire attack and an understanding of the construction requirements that can be applied to a building appropriate to the BAL to mitigate bushfire attack.	5.1 Discuss the relationship between bushfire attack and building performance. 5.2 Identify and discuss design and construction options to reduce the impact of bushfire on a building. 5.3 Identify and describe the general construction requirements of a range of building elements for each particular BAL in accordance with the requirements in Western Australia and the requirements specified in AS 3959. 5.4 Demonstrate an understanding of the application of shielding on the construction requirements as specified in AS 3959.

4 LEVEL 2 BUSHFIRE PLANNING PRACTITIONER – PRESCRIPTIVE

Accreditation as a Level 2 Bushfire Planning Practitioner – Prescriptive recognises practitioners who can offer the following services for planning proposals in accordance with SPP 3.7 and the Bushfire Guidelines, as well as BAL assessments and/or BAL contour plans for building applications.

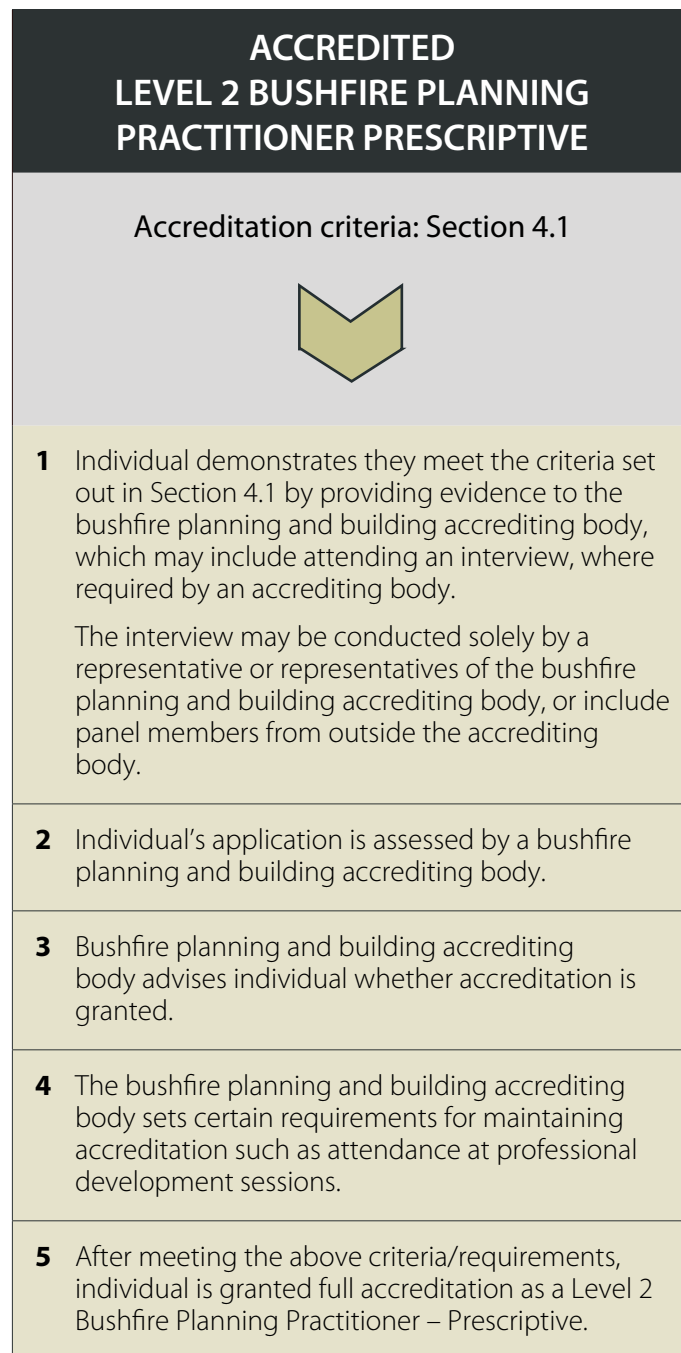
Level 2 Bushfire Planning Practitioner – Prescriptive should be accredited to provide services limited to:

- a. Broader Landscape Assessment according to the Bushfire Guidelines, excluding an Outcomes-Based approach
- b. Bushfire Hazard Level assessments³ for strategic planning proposals according to the Bushfire Guidelines
- c. preparing BAL Contour Maps where the lot layout is known for strategic planning proposals and subdivision applications according to the Bushfire Guidelines and relevant practice notes issued by the Department of Planning, Lands and Heritage and the Department of Local Government, Industry Regulation and Safety (Building and Energy Division)
- d. application of bushfire protection criteria to develop Acceptable Solutions⁴ (including for Elements 1, 2, 3 and 4) for planning proposals according to the Bushfire Guidelines
- e. preparing Bushfire Management Plans according to the Bushfire Guidelines, but excluding for ‘vulnerable land use’
- f. provision of bushfire related advice for planning proposals and development applications in accordance with the Bushfire Guidelines
- g. the activities described for an Accredited Level 1 BAL Assessor, which includes determining the appropriate BAL using only Method 1 (simplified method) of AS 3959, and
- h. other limited activities prescribed in practice notes issued by the Department of Planning, Lands and Heritage from time to time.

³ Refer to SPP 3.7 and the Bushfire Guidelines for definitions of Hazard Level assessments ‘vulnerable land use’.

⁴ ‘Acceptable Solutions’ is a reference to solutions developed according to the Bushfire Guidelines and should not be confused with ‘performance solutions’ developed under the Building Code of Australia.

Figure 3: Pathway for individuals to become an Accredited Level 2 Bushfire Planning Practitioner – Prescriptive



4.1 ACCREDITATION PATHWAY – LEVEL 2 BUSHFIRE PLANNING PRACTITIONERS – PRESCRIPTIVE

A bushfire planning and building accrediting body scheme should contain the following requirements for individuals seeking accreditation at Level 2 Bushfire Planning Practitioner – Prescriptive. Each individual should:

- i. agree to abide by the accrediting body's code(s) or policies on acceptable levels of professional practice, disciplinary processes and ethical behaviour
- ii. hold appropriate levels of public and product liability insurance and professional indemnity insurance – this may be provided through the business entity that engages the individual to provide Level 2 Bushfire Planning Practitioner services
- iii. satisfy the competencies for Level 1 – BAL Assessor in accordance with Section 3 and **Table 2** of this document and a recognised accreditation scheme
- iv. hold a recognised qualification that meets the competencies outlined under Section 4.2, duly assessed by the bushfire planning and building accrediting body
- v. demonstrate detailed knowledge of the policy and regulatory framework applicable to all forms of development on bushfire prone land in Western Australia, including an understanding of specific legislative clauses and the linkages between them
- vi. demonstrate the ability to interpret and apply the bushfire risk management measures and Acceptable Solutions outlined in SPP 3.7 and the Bushfire Guidelines

- vii. demonstrate an understanding of anti-competitive behaviour specific to bushfire consultancy
- viii. provide three Bushfire Management Plans completed during the first year of accreditation at Level 2, to the bushfire planning and building accrediting body for a technical review – the Bushfire Management Plans are to be randomly selected from a list of the practitioners work by the accrediting body, and
- ix. provide two referees in relation to the above-mentioned Bushfire Management Plans.

Bushfire planning and building accrediting bodies may determine that to assess individuals against criteria v and vi, they have to attend an interview, either before commencing or during the application process for accreditation.

A bushfire planning and building accrediting body should only accredit an individual where they meet these requirements and any others established in their Western Australian Handbook (as recognised by the Steering Committee).

4.2 COMPETENCIES

An accreditation scheme's course pre-requisites for Level 2 Bushfire Planning Practitioner – Prescriptive should ensure individuals applying for accreditation have attained an appropriate qualification that contains the competencies outlined in **Table 3**.

Table 3: Competencies for Level 2

ELEMENT	PERFORMANCE CRITERIA
<p>Elements 1 to 5 described in Section 3 (for Level 1 BAL Assessor)</p>	<p>A Level 2 Bushfire Planning Practitioner – Prescriptive must satisfy the elements and performance criteria required for a Level 1 BAL Assessor in addition to elements 6 through 12 below</p>
<p>6. An understanding of the measures that can be used to support fire fighting activities during bushfires when planning developments in the rural urban interface</p>	<p>6.1 Identify the range of techniques and strategies typically used by fire services to protect assets and respond to bushfires.</p> <p>6.2 Identify access requirements for fire fighting vehicles and discuss vehicle limitations including manoeuvrability.</p> <p>6.3 Identify and describe water supply requirements for firefighting including the equipment and systems required to gain access to various water supplies.</p> <p>6.4 Discuss how measures such as asset protection zones and their management, siting of building envelopes and subdivision layout, and road (access) patterns can support fire fighting operations.</p> <p>6.5 Describe the role of hazard reduction and its management for reducing fuels.</p>
<p>7. Knowledge of conceptual planning issues and constraints for bushfire prone areas and the relevant legislative and policy framework upon which this is founded</p>	<p>7.1 Identify and explain the building and planning legislation affecting development in bushfire prone areas.</p> <p>7.2 Identify and explain the conceptual planning issues for urban and rural development on land subject to bushfire impact.</p> <p>7.3 List the requirements for, and explain the differences between, the various layers of planning as it relates to federal, State and local governments.</p> <p>7.4 Identify the political, social and physical influences that shape towns and cities and reflect on the role of the community and the courts in influencing development outcomes.</p> <p>7.5 Discuss the concepts of environmental capacity, sustainability and the preservation of the natural and built environment; and identify constraints to development.</p>
<p>8. Knowledge of the mechanisms for bushfire attack and the bushfire resistant construction provisions that can be applied to a building appropriate to the BAL</p>	<p>8.1 Discuss the relationship between bushfire attack and building performance.</p> <p>8.2 Describe the performance characteristics of a range of building materials when exposed to bushfire conditions.</p> <p>8.3 Identify and describe the requirements of each type of building element to satisfy the construction requirements for each particular BAL in accordance with the requirements in Western Australia and the requirements specified in AS 3959.</p> <p>8.4 Identify and describe the construction requirements for specific structures in accordance with the requirements in Western Australia and the requirements specified in AS 3959.</p> <p>8.5 Identify and explain the application and use of materials, elements of construction or systems that have been tested to AS 1530.8.</p> <p>8.6 Identify and discuss the use of different timber species and densities in accordance with AS 3959 and describe the factors that affect the performance of timbers when exposed to a bushfire environment.</p> <p>8.7 Demonstrate whether the building or proposed building is consistent with the relevant bushfire construction provisions specified in AS 3959.</p>

ELEMENT	PERFORMANCE CRITERIA
<p>Elements 1 to 5 described in Section 3 (for Level 1 BAL Assessor)</p>	<p>A Level 2 Bushfire Planning Practitioner – Prescriptive must satisfy the elements and performance criteria required for a Level 1 BAL Assessor in addition to elements 6 through 12 below.</p>
<p>9. Knowledge of the principles for siting and landscaping, recognising the potential impacts of a bushfire</p>	<p>9.1 Describe the role of landscaping in propagating bushfire in the urban interface environment.</p>
<p>10. The ability to select the most appropriate combination of solutions for building in a bushfire prone area</p>	<p>10.1 Describe the various design options available to improve building survivability during a bushfire, utilising prescribed requirements of AS 3959.</p> <p>10.2 Review the options available for construction of buildings so as to comply with the prescribed requirements of building legislation and the BCA, particularly with respect to the role of Australian Standards.</p>
<p>11. Advise on design developments including subdivisions, new buildings or modifications to existing buildings in bushfire prone areas, aiming to minimise the risk to future developments and their occupants from bushfire, and facilitate safe response to bushfires by emergency services</p>	<p>11.1 Assess the extent of the bushfire risk to the site.</p> <p>11.2 Advise on the design of subdivisions/property on land in bushfire prone areas to incorporate bushfire protection measures into the subdivision/property design through the application of prescriptive requirements. Designs are to have regard to:</p> <ul style="list-style-type: none"> • bushfire hazard • planning and building controls • the type of development proposed • constraints arising from the existing development pattern, community character and environment <p>11.3 Negotiate on subdivision patterns to achieve safer bushfire outcomes.</p>
<p>12. Submit design applications for subdivisions, new buildings or modifications to existing buildings in bushfire prone areas to eliminate or minimise risk to future and existing developments and their occupants from bushfire and facilitate safe response by emergency services by using and applying Acceptable Solutions as per the Planning for Bushfire Guidelines</p>	<p>12.1 Communicate and negotiate with key parties involved in the application and approval process.</p> <p>12.2 Write design applications in prescribed formats.</p> <p>12.3 Oversee implementation of the bushfire protection measures into the construction of the development in accordance with the approved plans.</p>

5 LEVEL 3 BUSHFIRE PLANNING PRACTITIONER – PERFORMANCE

Level 3 Bushfire Planning Practitioner – Performance should be accredited to provide services that are limited to:

- a. Broader Landscape Assessment according to the Bushfire Guidelines, including an Outcomes-Based approach
- b. determining the appropriate BAL using Method 2 (detailed method) of AS 3959, as referenced by the BCA
- c. determining the appropriate BAL using alternative methodologies and approaches
- d. application of the bushfire protection criteria to develop designs that are outside of those specified in the Acceptable Solutions⁵ within the Bushfire Guidelines (including for Elements 1, 2, 3 and 4, as an Outcomes-Based approach)
- e. development of Bushfire Management Plans for planning proposals and development applications that involve a ‘vulnerable land use’ in accordance with SPP 3.7 and the Bushfire Guidelines⁶
- f. development of bushfire emergency plans for vulnerable land uses, in accordance with SPP 3.7 and the Bushfire Guidelines, and

⁵ ‘Acceptable Solutions’ is a reference to solutions developed according to the Bushfire Guidelines and should not be confused with ‘performance solutions’ developed under the Building Code of Australia.

⁶ Refer to SPP 3.7 for further details on ‘vulnerable land use’.

- g. the activities described for a Level 1 BAL Assessor and Level 2 Bushfire Planning Practitioner – Prescriptive.

5.1 ACCREDITATION PATHWAY LEVEL 3 BUSHFIRE PLANNING PRACTITIONER – PERFORMANCE



A bushfire planning and building accrediting body’s scheme for accredited Level 3 Bushfire Planning Practitioner – Performance should contain the following conditions. Each individual should:

- i. abide by the accrediting body’s code(s) or policies on acceptable levels of professional practice, disciplinary processes and ethical behaviour
- ii. hold appropriate levels of public and product liability insurance and professional indemnity insurance. The insurance cover may be provided through the business entity that engages the individual to provide Level 3 Bushfire Planning Practitioner – Performance services
- iii. hold:
 - a. a tertiary qualification that meets the competencies outlined under Section 5.2 (pathway one); or
 - b. appropriate Australian Qualification Framework qualification/s that meet the competencies outlined under Section 5.2 (pathway two);
- iv. be accredited as a qualified Level 2 BPAD practitioner
- v. demonstrate detailed knowledge of the regulatory framework applicable to all forms of development on bushfire prone land in Western Australia including an understanding of specific legislative clauses and the linkages between them

- vi. demonstrate the ability to interpret and apply the bushfire risk management measures outlined in SPP 3.7 and the Bushfire Guidelines
- vii. have experience in developing and submitting Bushfire Management Plans and reports for development on bushfire prone land through the application of relevant policies and guidelines and the application of the bushfire protection criteria to develop designs that are outside of those specified in the Acceptable Solutions within the Bushfire Guidelines
- viii. implement professional quality assurance processes
- ix. demonstrate an understanding of anti-competitive behaviour specific to bushfire consultancy
- x. demonstrate high level written and oral communication skills
- xi. provide two Bushfire Management Plans completed during the previous two years
- xii. provide two referees in relation to the above-mentioned Bushfire Management Plans
- xiii. successfully complete, as determined by the bushfire planning and building accrediting body, all or part of a Level 1 BAL Assessor course and, where required by the accrediting body, a workshop or interview on the planning and regulatory and policy framework, and
- xiv. undertake an assessment of their application by the bushfire planning and building accrediting body.

A bushfire planning and building accrediting body should only formally accredit an individual where they meet the above conditions and any others established in their Western Australian Handbook.

Figure 4: Pathway for individuals to become an Accredited Level 3 Bushfire Planning Practitioner – Performance

PATHWAY ONE – ACCREDITED LEVEL 3 BUSHFIRE PLANNING PRACTITIONER PERFORMANCE	PATHWAY TWO – ACCREDITED LEVEL 3 BUSHFIRE PLANNING PRACTITIONER PERFORMANCE PROVISIONAL
<p>Prescribed Qualification</p>	<p>Alternative Qualification/s</p>
<p>Accreditation criteria: Section 5.1, i–xiv</p> 	<p>Accreditation criteria: Section 5.1, i–xiv</p> 
<p>1 Individual demonstrates they meet the competencies and knowledge requirements for Level 1 BAL Assessor and Level 2 Bushfire Planning Practitioner – Prescriptive.</p> <p>Individual demonstrates in an interview a sound understanding of the planning regulatory and policy framework, and other relevant matters.</p>	<p>Individual demonstrates they meet the competencies and knowledge requirements for Level 1 BAL Assessor.</p> <p>Individual demonstrates they meet the competencies and knowledge requirements for a qualified Level 2 Bushfire Planning Practitioner – Prescriptive, has a minimum of five years experience as a Level 2 Bushfire Planning Practitioner – Prescriptive, and be of good standing.</p> <p>Individual demonstrates in an interview a sound understanding of the planning regulatory and policy framework, and other relevant matters.</p>
<p>2 Individual demonstrates they meet items i-xi in Section 5.1 by providing evidence to the bushfire planning and building accrediting body.</p>	<p>Individual demonstrates they meet items i – xi in Section 5.1 by providing evidence to the bushfire planning and building accrediting body.</p>
<p>3 Individual application is assessed by the bushfire planning and building accrediting body.</p>	<p>Individual application is assessed by the bushfire planning and building accrediting body.</p>
<p>4 Bushfire planning and building accrediting body advises individual whether accreditation is granted.</p>	<p>Bushfire planning and building accrediting body advises individual whether accreditation is granted.</p> <p>If granted, the individual is a provisional Level 3 Bushfire Planning Practitioner – Performance.</p>
<p>5 After meeting the above criteria/requirements, individual is able to attain full accreditation as a Level 3 Bushfire Planning Practitioner – Performance.</p>	<p>The first five Level 3 reports are reviewed by the bushfire planning and building accrediting body before the reports are provided to the client.</p>
<p>6</p>	<p>Between 12-18 months the bushfire planning and building accrediting body audit the individual.</p>
<p>7</p>	<p>After meeting the above criteria/requirements, individual is able to attain full accreditation as a Level 3 Bushfire Planning Practitioner – Performance.</p>

5.1.1 PATHWAY TWO – PROVISIONAL ACCREDITATION LEVEL 3 PRACTITIONERS

The Steering Committee acknowledges that there is a requirement for an alternative pathway for Level 3 – Bushfire Planning Practitioners. This pathway allows for individuals who have not completed the recognised qualification, but can demonstrate significant experience in bushfire planning and design and alternative Australian Qualification Framework qualification/s to gain accreditation.

As part of the assessment of an application for a Level 3 practitioner, a recognised bushfire planning and building accrediting body can assess whether the level of experience by an applicant meets the items in Section 5.1. The individual needs to demonstrate extensive experience in bushfire planning and building, including an understanding of the regulatory framework in Western Australia, must have a minimum of five years experience operating as a Level 2 practitioner, and be of good standing.

If deemed appropriate by the recognised bushfire planning and building accrediting body, an individual may be granted provisional approval. A Level 3 practitioner will remain a provisional Level 3 practitioner until:

- the first five Level 3 reports have been reviewed and approved by the bushfire planning and building accrediting body (within 14 days of receipt) prior to being provided to the client, and
- the bushfire planning and building accrediting body audits the provisional practitioner between 12 to 18 months.

Until such time as an individual meets all the requirements in Section 5.1, an Assessor is granted provisional accreditation, which is to be noted on the website and in all documentation prepared by the Assessor.

5.2 LEVEL 3 COMPETENCIES

An accreditation scheme's course pre-requisites for Level 3 Bushfire Planning Practitioner – Performance should ensure that individuals applying for accreditation have attained appropriate tertiary qualifications or have appropriate RPL that meet the competencies outlined in **Table 4**, as well as the competencies of a Level 1 BAL assessor listed in **Table 2**, and the competencies of a Level 2 Bushfire Planning Practitioner listed in **Table 3**.

Table 4: Competencies for appropriate qualifications for Level 3

ELEMENT	PERFORMANCE CRITERIA
<p>Elements 1 to 12 described in Section 4.2 for Level 2.</p>	<p>A Level 3 Bushfire Planning Practitioner – Performance must satisfy the elements and performance criteria for a Level 1 BAL Assessor and Level 2 Bushfire Planning Practitioner– Prescriptive in addition to the following.</p>
<p>13. The application of advanced models of bushfire behaviour and the effects on people, materials and the environment</p>	<p>13.1 Demonstrate the application of Method 2 of AS 3959 to quantify bushfire behaviour for a range of vegetation types and identify the effects of bushfire on people, materials and the environment through the application of Method 2 of AS 3959.</p> <p>13.2 Predict the intensity and flame characteristics of a bushfire.</p> <p>13.3 Apply available models to describe bushfire behaviour and its impact on structures.</p> <p>13.4 Describe the impacts of bushfire on species and communities of environmental significance and their fire thresholds.</p> <p>13.5 Describe the impacts of fire on the environment and environmental services and management strategies to protect these values.</p>
<p>14. The ability to select the most appropriate combination of solutions for building in a bushfire prone area using alternative methods to the prescribed requirements</p>	<p>14.1 Describe the various design options available to improve building survivability during a bushfire utilising an alternative solution approach to the requirements of SPP 3.7 and the Bushfire Guidelines.</p> <p>14.2 Review the options available for construction of buildings so as to comply with the performance criteria prescribed in the Bushfire Guidelines without relying on the Acceptable Solutions.</p>
<p>15. The ability to utilise knowledge, measures and understanding of legislation in the planning of safe and cost effective development</p>	<p>15.1 Analyse the links between development and environmental impacts and identify mechanisms to limit those impacts in planning for safe and cost effective developments.</p> <p>15.2 Apply planning principles to make development in bushfire prone areas more sustainable and safer.</p>
<p>16. Knowledge of emergency risk management arrangements (legislation) and strategies and their applicability to bushfire emergencies</p>	<p>16.1 Identify and describe the state legislation and policies that apply to emergency events in their own jurisdiction.</p>

ELEMENT	PERFORMANCE CRITERIA
<p>Elements 1 to 12 described in Section 4.2 for Level 2.</p>	<p>A Level 3 Bushfire Planning Practitioner – Performance must satisfy the elements and performance criteria for a Level 1 BAL Assessor and Level 2 Bushfire Planning Practitioner– Prescriptive in addition to the following.</p>
<p>17. An understanding of the techniques that can be used to develop risk management strategies including the roles of community engagement and education planning</p>	<p>17.1 Describe the process of developing risk management strategies and their applicability to bushfire planning.</p> <p>17.2 Discuss the techniques that can be used to develop risk management strategies, including community engagement, monitoring and review.</p>
<p>18. The ability to develop risk management strategies for individual bushfire emergencies</p>	<p>18.1 Predict the (qualitative) risk of an area arising from bushfire.</p> <p>18.2 Apply appropriate guidelines, standards and codes to the development of a bushfire emergency plan for a site.</p>
<p>19. An understanding of the principles of performance based design</p>	<p>19.1 Describe the principles of performance-based design as it applies to bushfire environment in a land use planning context.</p>
<p>20. A sound knowledge of the fire safety engineering process and techniques applicable</p>	<p>20.1 Discuss the fire safety engineering process and techniques applicable to bushfires.</p> <p>20.2 Identify and explain the concept of ‘measures in combination’ as it applies to development in bushfire provisions.</p>
<p>21. The ability to develop alternative approaches and solutions for planning and building in bushfire prone areas</p>	<p>21.1 Apply the appropriate bushfire impact models to determine suitable scenarios, otherwise known as ‘design fires’ in which to assess performance against.</p> <p>21.2 Create alternative approaches and solutions for planning and building in bushfire prone area.</p>

ELEMENT	PERFORMANCE CRITERIA
<p>Elements 1 to 12 described in Section 4.2 for Level 2.</p>	<p>A Level 3 Bushfire Planning Practitioner – Performance must satisfy the elements and performance criteria for a Level 1 BAL Assessor and Level 2 Bushfire Planning Practitioner– Prescriptive in addition to the following.</p>
<p>22. Advise on the design and evaluate developments, including subdivisions, new buildings or modifications to existing buildings in bushfire prone areas, aiming to minimise the risk to future developments and their occupants from bushfire, and facilitate safe response to bushfires by emergency services using land use planning based alternative design solutions</p>	<p>22.1 Assess the extent of the bushfire risk to the site.</p> <p>22.2 Design subdivisions/property on land subject to bushfire impact to incorporate bushfire protection measures into the subdivision/property design through the development of alternative design solutions to the prescribed requirements. Designs are to have regard to bushfire hazard, planning controls, the type of development proposed, and constraints arising from the existing development pattern, community character and environment.</p> <p>22.3 Make expert judgements on the effectiveness of designs in relation to various relevant factors including water requirements, access to and within the site, the setback required between the development and the hazard, vegetation management requirements, location and feasibility, environmental impact and emergency planning.</p> <p>22.4 Develop performance based building solutions that follow the processes established by the Australian Fire Engineering Guidelines, as published by the Australian Building Codes Board Office.</p> <p>22.5 Negotiate on subdivision patterns to achieve bushfire risk management and other outcomes.</p>
<p>23. Submit design applications for subdivisions, new buildings or modifications to existing buildings in bushfire prone areas to eliminate or minimise risk to future and existing developments and their occupants from bushfire and facilitate safe response by emergency services using land use planning based alternative design solutions</p>	<p>23.1 Communicate and negotiate with key stakeholders involved in the application and approval process generally in accordance with the processes included in the International Fire Engineering Guidelines.</p> <p>23.2 Write design applications using an appropriate format that clearly articulates, explains and justifies how the performance based building solution meets the relevant bushfire safety provisions.</p>

GLOSSARY

Acceptable solutions: This is a reference to acceptable solutions developed according to the Planning for Bushfire Guidelines and should not be confused with performance solutions developed under the Building Code of Australia.

Accredited Level 1 BAL Assessors: Individuals accredited by a bushfire planning and building accrediting body to provide services as listed in section three of these Guidelines.

Accredited Level 2 Bushfire Planning Practitioner Prescriptive: Individuals accredited by a bushfire planning and building accrediting body to provide services listed in section four of these Guidelines.

Accredited Level 3 Bushfire Planning Practitioner Performance: Individuals accredited by a bushfire planning and building accrediting body to provide services listed in section five of these Guidelines.

Accreditation scheme: A bushfire planning and building accrediting body's program for accrediting bushfire practitioners, according to its Western Australian Handbook.

Accreditation: Formal acknowledgement that the accredited bushfire practitioner has met a bushfire planning and building accrediting body's requirements under an accreditation scheme for a Level 1 BAL Assessor, Level 2 Bushfire Planning Practitioner – Prescriptive, or Level 3 Bushfire Planning Practitioner – Performance in accordance with this document and they have agreed to be bound by the conditions of accreditation set out by a bushfire planning and building accrediting body.

AS 3959: Australian Standard *AS 3959 Construction of Buildings in Bushfire-Prone Areas*, as referenced by the Building Code of Australia.

BAL Contour Map: As defined in the Planning for Bushfire Guidelines.

Broader Landscape Assessment: As defined in the Planning for Bushfire Guidelines.

Building Code of Australia: The applicable building standards for a building or incidental structure are the requirements in relation to the technical aspects of the construction of a building or incidental structure of that building or incidental structure's classification that are –

- a) set out in the edition of the Building Code that is in effect at the time the application for the building permit is made; or

- b) set out in the edition of the Building Code that was in effect 12 months before the time the application for the building permit is made.

Bushfire Attack Level (BAL): As set out in the Australian Standard *AS 3959 Construction of Buildings in Bushfire-Prone Areas*, as referenced by the Building Code of Australia.

Planning for Bushfire Guidelines: The Western Australian Planning Commission's Planning for Bushfire Guidelines for the implementation of State Planning Policy 3.7 - Bushfire.

Bushfire Hazard Level assessment (BHL): As defined in the Planning for Bushfire Guidelines.

Bushfire planning and building accrediting body: An organisation recognised by the State Government as an accrediting body in accordance with the *Requirements for Bushfire Planning and Building Industry Accreditation Bodies* (this document).

Bushfire protection criteria: A performance-based system of assessing bushfire risk management measures contained in the Planning for Bushfire Guidelines and applied to all strategic planning proposals, subdivisions and development applications.

Bushfire prone area: An area that has been designated by the Fire and Emergency Services Commissioner under Section 18P of the *Fire and Emergency Services Act 1998* as an area that is subject, or likely to be subject, to bushfires.

Decision-maker: The Minister for Planning, State Administrative Tribunal, Western Australian Planning Commission, Development Assessment Panel, any other State decision-making authorities, and/or relevant local government and their delegates that make decisions regarding the application of SPP 3.7 to different planning and building proposals.

Habitable building: Means a permanent or temporary structure on land that –

- a. is fully or partially enclosed; and
- b. has at least one wall of solid material and a roof of solid material; and
- c. is used for a purpose that involves the use of the interior of the structure by people for living, working, studying or being entertained

as defined in the Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2, section 78A.

Map of Bush Fire Prone Areas: Prepared and administered by the Office of Bushfire Risk Management, this map identifies designated bushfire prone areas across the State, as authorised by the Fire and Emergency Services Commissioner.

Outcomes-Based approach: As detailed in SPP 3.7 and the Planning for Bushfire Guidelines.

Performance solution: A method of complying with the 'Performance Requirements' other than by a deemed-to-satisfy solution.

Provisional accreditation: Accreditation provided for a fixed period of time to enable a practitioner to gain additional experience or complete qualifications, as determined by the bushfire planning and building accrediting body.

Recognised Prior Learning: An assessment process that assesses the competency/s of an individual acquired through a structured program of learning to determine the extent to which that individual meets the required competencies.

SPP 3.7: The Western Australian Planning Commission's State Planning Policy 3.7: Bushfire, available online at [State Planning Policy 3.7 - Bushfire](#).

Steering Committee: The Western Australian Bushfire Accreditation Steering Committee, consisting of representatives from the Department of Planning, Lands and Heritage, the Department of Fire and Emergency Services and the Department of Local Government, Industry Regulation and Safety (Building and Energy Division). This committee oversees the accreditation initiative outlined in this document.

Strategic planning proposal: As defined under SPP 3.7.

Vulnerable land use: As defined under SPP 3.7.