SCOPE OF SERVICES – BUSHFIRE PREPAREDNESS PLANNING

1. **Background**
   1. The Commonwealth is required to minimise or prevent detrimental impacts from bushfire hazards to personnel, capability, contractors, local communities and the environment in accordance with Commonwealth and Departmental requirements and policy.
2. **Commonwealth Objectives** 
   1. The objective of the Services provided by the Consultant is to support the Commonwealth to:
      1. meet Statutory Requirements and stewardship goals in line with the Defence Environmental Policy and Defence Environmental Strategy 2016-2036;
      2. identify, manage and minimise risks of bushfire to people, assets, capability and the environment; and
      3. actively and adaptively manage fire in the landscape to maximise ecosystem resilience and reduce the risks of severe bushfire.
   2. The specific scope of Services for an Engagement will depend on the circumstances that arise at that point in the estate lifecycle.
3. **Skills and Qualifications**
   1. The Commonwealth requires suitably skilled persons to be offered by the Consultant, matched to the specific needs of the Services.
   2. The Consultant must have and maintain for the term of the Engagement an in-depth understanding of all relevant Statutory Requirements and policy frameworks for the Services, including any relevant applicable Australian and international standards. These include:
      1. the *Work Health and Safety Act* 2011 (Cth);
      2. the *Environment Protection and Biodiversity Conservation Act* 1999 (Cth);
      3. the National Bushfire Management: Policy Statement for Forests and Rangelands 2014;
      4. the Defence Environmental Policy 2016;
      5. the Defence Environmental Strategy 2016-2036;
      6. the Defence Environment and Heritage Manual;
      7. the Defence Manual of Fire Protection Engineering (**MFPE**) - Chapter 6 “Bushfire Management on the Defence Estate”;
      8. the Defence Training Area Management Manual (**DTAMM**) - Chapter 7 “Fire danger periods and Australian Defence Force live fire activities”;
      9. eDEOP 101 - Department of Defence Explosives Regulations - Regulation 4.5 “Procedure 1 – Control of Vegetation, Livestock and Indigenous Fauna and Vermin”;
      10. the Defence Security and Estate Group Risk Management Framework (**SEG RMF**); and
      11. the Defence Spatial Data Management Plan.
4. **Services**
   1. The Consultant must provide the following Services in accordance with the timeframes outlined by the Commonwealth's Representative:
      1. prepare Bushfire Management Plans (**BMPs**); and
      2. advisory services.
   2. In performing the Services, the Consultant may be required to:
      1. document the extent and type of bushfire hazard(s);
      2. identify and compile fire history information from a variety of sources that demonstrates multiple avenues of obtaining fire history information;
      3. document and assess the risks associated with bushfire hazard(s) in accordance with the SEG RMF;
      4. nominate mitigation works and performance standards required to treat risks;
      5. demonstrate an understanding of how regulatory controls, operational procedures, property usage and activities can inform context for risk assessment;
      6. create, update and maintain Garrison and Estate Management System (**GEMS**) bushfire environmental factor records, associated monitoring requirements and risk records;
      7. strategically assess requirements and standards for fire tracks and trails;
      8. conduct and document bushfire hazard monitoring assessments;
      9. conduct and document Bushfire Attack Level (**BAL**) according to relevant Australian Standard(s);
      10. identify and consult with relevant stakeholders; and
      11. model bushfire spread and behaviour to:
          1. determine appropriate levels of suppression response capacity needed to contain bushfires at different fire danger ratings (**FDRs**);
          2. facilitate risk assessment of Defence activities by Range Control Staff and persons undertaking activities; and
          3. demonstrate effectiveness of existing or proposed mitigation measures.
5. **Meetings**
   1. The Consultant will be required to attend and participate in meetings as specified for a particular Engagement including project team meetings and meetings with stakeholders.
   2. The Consultant may be required to travel to Defence sites or other locations as part of delivering the Services.
6. **Deliverables**
   1. As specified for a particular Engagement including reports, presentations, papers, reviews and advices.
7. **Interpretation**
   1. Unless the context otherwise requires, capitalised terms in the Scope of Services or Brief will have the meaning given to them by the Defence Infrastructure Panel - Environment, Heritage and Estate Engineering 2020 - 2025 Terms of Engagement, Panel Conditions, Official Order, or the meaning given to them by the Commonwealth as published on the Defence website (<https://www.defence.gov.au/business-industry/procurement/panel-arrangements/dip-ehee>), from time to time.