Bush Fire Brigades Local Law 2025

City of Cockburn

(as amended November 2026)

July 2025

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BUSH FIRES ACT 1954

CITY OF COCKBURN

BUSH FIRE BRIGADES LOCAL LAW 2025

Pursuant to the powers under the *Bush Fires Act 1954, Local Government Act 1995,* and all other powers enabling it, the Council of the City of Cockburn resolved on the 8 July 2025 to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation and application

This local law may be cited as the *City of Cockburn Bush Fire Brigades Local Law 2025* and shall apply to the whole of the district.

1.2 Commencement

This local law comes into operation on the fourteenth day after the day on which it is published in the *Government Gazette.*

1.3 Content and intent

The purpose and effect of this local law is to provide for the regulation, control and management of Bush Fire Brigades within the district.

1.4 Repeal

The Bush Fire Brigade Local Law 2000 adopted by Council on the 21 November 2000 and published in the *Government Gazette* on 2 February 2001 is repealed.

1.5 Interpretation

(1) In this local law, unless the context otherwise requires -

Act means the *Bush Fires Act 1954;*

brigade area is defined in clause 2.2(1)(b);

brigade member means a fire fighting member, probationary member, auxiliary member or cadet member of a bush fire brigade;

brigade officer means a person holding a position referred to in clause 2.2(1)(c), whether or not they were appointed by the local government or elected at an annual general meeting of a bush fire brigade or otherwise appointed to the position;

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bush fire brigade is defined in section 7 of the Act;

Bush Fire Operating Procedures means the Bush Fire Operating Procedures adopted by the local government as amended from time to time;

Bush Fire Control Officer means a person appointed under section 38 of the Act;

CEO means the chief executive officer of the local government;

Council means the Council of the local government;

Department means the Department of Fire and Emergency Services of Western Australia;

district means the district of the local government;

local government means the City of Cockburn;

Regulations means Regulations made under the Act; and

Rules means the Rules Governing the Operation of Bush Fire Brigades set out in the First Schedule of this local law.

(2) In this local law, unless the context otherwise requires, a reference to -
(a) a Captain;
(b) a First Lieutenant;
(c) a Second Lieutenant;
(d) any additional Lieutenants;
(e) an Equipment Officer;
(f) a Training Officer;
(g) a Secretary;
(h) a Treasurer; or
(i) a Secretary/Treasurer combined,

means a person holding that position in a bush fire brigade.

PART 2 - ESTABLISHMENT OF BUSH FIRE BRIGADES

Division 1 – Establishment of a bush fire brigade

2.1 Establishment of a bush fire brigade

(1) The Council may by resolution establish a bush fire brigade for the purpose of carrying out normal brigade activities.
(2) A bush fire brigade is established on the date of the decision of the Council under sub-clause (1).

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2.2 Name and officers of bush fire brigade

(1) On establishing a bush fire brigade under clause 2.1(1) the local government is to –
  (a) name the bush fire brigade;
  (b) specify the area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities (the ***brigade area***); and
  (c) appoint -
    (i) a Captain;
    (ii) a First Lieutenant;
    (iii) a Second Lieutenant;
    (iv) additional Lieutenants if the local government considers it necessary;
    (v) an Equipment Officer;
    (vi) a Training Officer;
    (vii) a Secretary; and
    (viii) a Treasurer; or
    (ix) a Secretary/Treasurer combined.

(2) When considering the appointment of persons to the positions in sub-clause (1)(c), the local government is to have regard to the qualifications and experience, which may be required to fill each position.
(3) A person appointed to a position mentioned in sub-clause (1)(c) is to be taken to be a brigade member.
(4) The appointments referred to in sub-clause (1)(c) expire at the completion of the first annual general meeting of the bush fire brigade.
(5) If a position referred to in sub-clause (1)(c) becomes vacant prior to the completion of the first annual general meeting, then the local government is to appoint a person to fill the vacancy in accordance with sub-clause (2).

Division 2 - Command at a fire

2.3 Ranks within the bush fire brigade

(1) Where under the Act, this local law and Bush Fire Operating Procedures members of the bush fire brigade have command of a fire, unless a Bush Fire Control Officer is in attendance at the fire, the Captain has full control over other persons fighting the fire, and is to issue instructions as to the methods to be adopted by fire fighters.
(2) In the absence of the Captain, the First Lieutenant, and in the absence of the First Lieutenant, the Second Lieutenant and so on, in the order of seniority determined, is to exercise all the powers and duties of the Captain.
(3) Where a Bush Fire Control Officer is in attendance at a fire which the members of the bush fire brigade have command of under the Act, this local law and the Bush Fire Operating Procedures, the most senior Bush Fire Control Officer has full control over other persons fighting the fire and is to issue instructions as to the methods to be adopted by fire fighters.

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Division 3 - Application of Rules to a bush fire brigade

2.4 Rules

(1) The Rules govern the operation of a bush fire brigade.
(2) A bush fire brigade and each brigade member is to comply with this local law and the Rules.

Division 4 - Transitional

2.5 Existing bush fire brigades

(1) Where the local government has established a bush fire brigade prior to the commencement date of this local law, then on and from the commencement day –
   (a) the bush fire brigade is to be taken to be a bush fire brigade established under and in accordance with this local law;
   (b) the provisions of this local law apply to the bush fire brigade save for clause 2.2; and
   (c) any rules governing the operation of the bush fire brigade are to be taken to have been repealed and substituted with the Rules.

(2) In this clause -
commencement day means the day on which this local law comes into effect.

Division 5 - Dissolution of a bush fire brigade

2.6 Dissolution of a bush fire brigade

In accordance with section 41(3) of the Act, the Council may by resolution cancel the registration of a bush fire brigade if the need arises due to the extension of the metropolitan fire district, or if it is of the opinion that the bush fire brigade is not complying with the Act, this local law or the Rules, or is not achieving the objectives for which it was established.

2.7 New arrangement after dissolution

If the local government cancels the registration of a bush fire brigade, alternative fire control arrangements are to be made in respect of the brigade area.

PART 3 - ORGANISATION AND MAINTENANCE OF BUSH FIRE BRIGADES

Division 1 - Local government responsibility

3.1 Local government responsibility

The local government is to ensure there is an appropriate structure through which the organisation of bush fire brigades is maintained.

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Division 2 - Chief Bush Fire Control Officer

3.2 Managerial role of the Chief Bush Fire Control Officer

Subject to any directions by the local government, the Chief Bush Fire Control Officer has primary managerial responsibility for the organisation and maintenance of bush fire brigades.

3.3 Chief Bush Fire Control Officer may attend meetings

The Chief Bush Fire Control Officer or their nominee (who is to be a Bush Fire Control Officer) may attend as a non-voting representative of the local government at any meeting of a bush fire brigade.

3.4 Duties of the Chief Bush Fire Control Officer

The duties of the Chief Bush Fire Control Officer include -

(a) provide leadership to volunteer bush fire brigades;

(b) monitor bush fire brigades' resourcing, equipment (including protective clothing) and training levels and report thereon with recommendations at least once a year to the local government;

(c) liaise with the local government concerning fire prevention and fire suppression matters generally and directions to be issued by the local government to Bush Fire Control Officers (including those who issue permits to burn) bush fire brigades or brigade officers; and

(d) ensure that bush fire brigade members are registered with the local government and that lists of brigade members are maintained.

Division 3 - Appointment of Bush Fire Control Officers

3.5 Appointment of Bush Fire Control Officers

(1) The local government may appoint, having regard to the qualifications and experience which may be required to fill each position, persons to the positions of the Chief Bush Fire Control Officer, the Deputy Chief Bush Fire Control Officer and Bush Fire Control Officers.

(2) A decision to suspend or terminate a person's appointment to a position under clause 3.5(1) must be made in accordance with the principles of procedural fairness.

(3) A person's appointment to a position under clause 3.5(1) ends -

(a) if the appointment is for a fixed term - on the expiry of that term;

(b) if the person dies - on the date of their death;

(c) if a person gives written notice of resignation – on the date, as specified in the written notice, that the resignation is to take effect or, if no date is specified, on the date that the written notice is given to the CEO; or

(d) if the appointment is terminated by the local government - on the date that written notice of the termination is given to the person -

whichever occurs first.

[Clause 3.5 amended by Government Gazette No. 146 of 2026]

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(4) Sub-clauses (1) and (2) does not prevent the local government from appointing additional Bush Fire Control Officers for the purposes of the Act.

Division 4 - Annual general meetings of bush fire brigades

3.6 Holding of annual general meeting

A bush fire brigade is to hold an annual general meeting during the month of July or August of each year.

PART 4 - TYPES OF BUSH FIRE BRIGADE MEMBERSHIP

4.1 Types of membership of bush fire brigades

The membership of a bush fire brigade consists of the following -

(a) Fire fighting member;
(b) Probationary member;
(c) Auxiliary member; and
(d) Cadet member.

4.2 Fire fighting member

(1) Fire fighting members are those persons being at least 18 years of age who-

(a) complete the requirements of a probationary member;
(b) complete requisite training as stipulated by the local government; and
(c) undertake all normal bush fire brigade activities;

unless prior written approval is obtained from the local government by the prospective member.

4.3 Probationary member

(1) Probationary members are those persons being at least 18 years of age who have yet to successfully complete the requisite training as stipulated by the local government.

(2) Probationary members -

(a) must fulfill no less than three months as a probationary member before being considered for fire fighting or auxiliary membership;
(b) must not perform any brigade duties except under the supervision of a fire fighting member of the brigade;
(c) are prohibited from attending any fires or driving any operational appliances; and
(d) may be periodically assessed as competent to perform other duties as their level of training and experience increases.

(3) At the conclusion of three months, or such longer period as is determined by the Brigade Management Team, the Captain may consider a probationary member for fire fighting or auxiliary membership.

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4.4 Auxiliary member

(1) Auxiliary members are those persons over the age of 18 who are willing to render other assistance required by the bush fire brigade.
(2) Auxiliary members must have completed the requisite training as stipulated by the local government and completed the requirements of a probationary member.

4.5 Cadet member

(1) Cadet members are to be aged 15 to 18 years and to be admitted to membership only with the consent of their parent or guardian.
(2) Cadet members are to be admitted for the purpose of training and are not to attend or be in attendance at uncontrolled fires or other emergency incidents.
(3) Cadet members are to be supervised by a fire fighting member when undertaking normal brigade activities.
(4) Cadet members are not;
    (a) eligible to vote at bush fire brigade meetings;
    (b) to be elected as a brigade officer.

4.6 Notification of membership

No later than 30 September in each year, the bush fire brigade is to report to the Chief Bush Fire Control Officer the name, contact details and type of membership of each brigade member.

PART 5 - APPOINTMENT DISMISSAL AND MANAGEMENT OF MEMBERS

5.1 Rules to govern

The appointment, dismissal and management of brigade members by the bush fire brigade are governed by the Rules.

PART 6 - EQUIPMENT OF BUSH FIRE BRIGADES

6.1 Equipment under brigade responsibility

No later than 30 September in each year, the bush fire brigade is to report to the local government the nature, quantity and quality of all protective clothing, equipment and appliances of the bush fire brigade which are generally available within the brigade area (or at a station of the bush fire brigade).

6.2 Funding from local government

A request to the local government from the bush fire brigade for funding of protective clothing, equipment and appliances need is to be received by the local government by 1 December in order to be considered in the next following local government budget and is to be accompanied by the last audited financial

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statement and a current statement of assets and liabilities of the bush fire brigade.

6.3 Consideration in the local government budget

The local government may approve or refuse an application for funding depending upon the assessment of budget priorities for the year in question.

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FIRST SCHEDULE

RULES GOVERNING THE OPERATIONS OF BUSH FIRE BRIGADES

PART 1 - INTRODUCTION

1.1 Interpretations

(1) In these Rules, unless the context otherwise requires, where a term is used in these Rules and is defined in the local law, the Act or the Regulations, then the term is to be taken to have the meaning assigned to it in this local law, the Act or the Regulations, as the case may be.

(2) In these Rules, unless the context otherwise requires -
absolute majority means a majority of more than 50% of the number of -
(a) brigade members of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the bush fire brigade; or
(b) brigade officers of the bush fire brigade, whether in attendance at the meeting or not, if the majority is required at a meeting of the Brigade Management Team.
Brigade Management Team means the Brigade Management Team of the bush fire brigade constituted under Part 5 these Rules;
Code of Conduct means the Code of Conduct prepared and implemented by the CEO of the local government under section 5.51A of the *Local Government Act 1995;*
local law means the City of Cockburn Bush Fire Brigades Local Law; and
normal brigade activities is defined by section 35A of the Act.

(3) Subject to these Rules, where a decision is to be made by the bush fire brigade, then the decision may be made by a resolution passed by a simple majority of the brigade members who are present in person or by proxy at the meeting.

(4) Subject to these Rules, where a decision is to be made by the Brigade Management Team, then the decision may be made by a resolution passed by a simple majority of the brigade officers who are present in person or by proxy at the meeting.

PART 2 - OBJECTS AND MEMBERSHIP OF BUSH FIRE BRIGADE

2.1 Objects of bush fire brigade

The objects of the bush fire brigade are to carry out -
(a) the normal brigade activities; and
(b) the functions of the bush fire brigade which are specified in the Act, the Regulations and the local law.

2.2 Membership of a bush fire brigade

(1) A person wishing to be a brigade member may make an application for membership to the Captain of the Bush Fire Brigade.

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(2) An application for membership of a Bush Fire Brigade-
   (a) is to be assessed by the Captain of the Bush Fire Brigade who is to make a recommendation to the Chief Bush Fire Control Officer; and
   (b) is to be determined by the Chief Bush Fire Control Officer who is to accept or reject the application.

(3) A person whose membership application is accepted is to be appointed as a brigade member of a Bush Fire Brigade.

(4) If the Chief Bush Fire Control Officer has a conflict of interest in considering and determining whether a person's membership should be suspended or terminated-
   (a) the Chief Bush Fire Control Officer must refer the matter to the CEO; and
   (b) the CEO is to consider and determine the matter.

(5) If the Chief Bush Fire Control Officer refuses to approve an application for membership, they are to give written reasons for the refusal to the applicant, as soon as practicable after the decision is made and the advice that the applicant has the right to object to the CEO.

2.3 Conditions of membership

In relation to any type of membership, as described in the local law, the local government through Bush Fire Operating Procedures may determine and specify-

(a) the qualifications required;
(b) a requirement to serve a probationary period;
(c) procedures to be employed by the Brigade Management Team prior to the recommendation of an application for membership,

and the Brigade Management Team is to act within the parameters of any such requirements and procedures in reviewing applications for membership.

2.4 Applications for membership

An application for membership is to be in writing and is to be submitted to the Secretary and is to be in the form as determined by the local government from time to time.

2.5 Notification of registration

If any application for membership is approved, the Secretary of the bush fire brigade is to supply registration details to the Department within 14 days of a person being admitted to membership in the form required by the Department from time to time.

2.6 Termination of membership

(1) Membership of the bush fire brigade terminates if the member -
   (a) dies;
   (b) gives written notice of resignation to the Secretary;
   (c) is, in the opinion of the Chief Bush Fire Control Officer, permanently incapacitated by mental or physical ill-health; so far as it affects their ability to carry out normal brigade activities; or

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(d) is dismissed by the Chief Bush Fire Control Officer under subclause (2).

(2) The Chief Bush Fire Control Officer may dismiss a brigade member including that the member has, in the opinion of the Chief Bush Fire Control Officer –

(a) failed to comply with the objectives of the bush fire brigade;
(b) contravened the Act, the Regulations, this local law, or the Bush Fire Operating Procedures;
(c) performed an unsafe act that jeopardises the safety of the members or others;
(d) been convicted of a criminal offence that would ordinarily exclude the member from joining a brigade; or
(e) acted in such a manner as to cause harm or distress to other brigade members.

2.7 Suspension of membership

(1) Membership of the bush fire brigade may be suspended at any time if, in the opinion of the Chief Bush Fire Control Officer, circumstances warrant suspending the member.

(2) The period of suspension shall be at the discretion of the Chief Bush Fire Control Officer.

(3) Upon the expiry of the period of suspension, the Chief Bush Fire Control Officer may –

(a) extend the period of suspension;
(b) terminate the membership; or
(c) reinstate the membership.

2.8 Existing liabilities to continue

The resignation or dismissal of a member under clause 2.6 this part does not effect any liability of the brigade member arising prior to the date of resignation or dismissal.

2.9 Member has right of defence

A brigade member is not to be dismissed under clause 2.6(1)(d) without being given the opportunity to meet with the Brigade Management Tearn and answer any charges which might give grounds for dismissal.

2.10 Objection Rights

A person whose -

(a) application for membership is refused recommendation under clause 2.2;
(b) membership is terminated under clause 2.6(1)(c), clause 2.6(1)(d) or clause 2.7(3)(b);
(c) membership is suspended under clause 2.7(1) or clause 2.7(3)(a);

has the right of objection to the CEO which may dispose of the objection by -

(a) dismissing the objection;
(b) varying the decision objected to; or

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(c) revoking the decision objected to, with or without -
  (i) substituting for it another decision; or
  (ii) referring the matter, with or without direction, for another decision by the Chief Bush Fire Control Officer.

PART 3 - CODE OF CONDUCT

3.1 Code of Conduct

Members of the bush fire brigade are to adhere to the Code of Conduct.

To avoid any doubt, for the purposes of these Rules any references to Employee(s) in the Code of Conduct is taken to include a brigade member.

PART 4 - FUNCTIONS OF BRIGADE OFFICERS

4.1 Reporting structure

(1) The Captain of each brigade is the primary point of contact for requests and issues for their members.

(2) The Captain may delegate some functions to other members of the Brigade Management Team. Delegation of these tasks shall be in writing and shall not conflict with the local law.

4.2 Office bearers

Bush Fire Brigades will have the following mandatory office bearers referred to as Brigade Officers –

(a) a Captain;
(b) a First Lieutenant;
(c) a Second Lieutenant;
(d) additional Lieutenants as the Brigade Management Team considers it necessary, to a maximum of four Lieutenants total;
(e) an Equipment Officer;
(f) a Training Officer;
(g) a Secretary; and
(h) a Treasurer; or
(i) a Secretary/Treasurer combined.

4.3 Duties of Captain

(1) The Captain is to -
  (a) preside at all brigade meetings, subject to subclause (2) below;
  (b) demonstrate positive leadership and mentor members;
  (c) attend meetings with the local government or other parties as requested by the local government;
  (d) promote the objects of the brigade and Code of Conduct; and
  (e) ensure the Brigade and its members operates in accordance with the local law, Rules and Bush Fire Operating Procedures.

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(2) *In the absence of the Captain, the most senior Lieutenant present assumes the duties of the Captain and the performance of normal brigade activities*

4.4 Lieutenants

(1) A Lieutenant is to -
- (a) provide support to the Captain and assist with the management of the Brigade as required;
- (b) demonstrate positive leadership and mentor members; and
- (c) promote the objects of the brigade and the Code of Conduct.

4.5 Secretary

(1) The Secretary is to -
- (a) be in attendance at all meetings and keep a correct minute and account of the proceedings of the bush fire brigade in a book which shall be open for inspection by brigade members at any reasonable time;
- (b) answer all correspondence or direct it appropriately, and keep a record of the same;
- (c) prepare and send out all necessary notices of meetings;
- (d) receive donations and other monies on behalf of the bush fire brigade, and remit them to the Treasurer upon receipt;
- (e) complete and forward an incident report form in the form required by the Department to the Chief Bush Fire Control Officer and the Department within 14 days after the last day of attendance by the bush fire brigade at an incident.
- (f) maintain a register of all current brigade members which includes each brigade member's contact details and type of membership;
- (g) provide no later than 30 September in each year, a report to the Chief Bush Fire Control Officer detailing the name, contact details and type of membership of each brigade member.

4.6 Treasurer

(1) The Treasurer is to -
- (a) receive donations and deposits from the Secretary, and deposit all monies to the credit of the bush fire brigade's bank account;
- (b) pay accounts as authorised by the Brigade Management Team;
- (c) keep a record of all monies received and payments made, maintain the accounts and prepare the balance sheet for each financial year;
- (d) be the custodian of all monies of the bush fire brigade;
- (e) report on the financial position at meetings of the bush fire brigade or Brigade Management Team; and
- (f) manage brigade monies for the objects of the bush fire brigade.

4.7 Equipment Officer

The Equipment Officer is responsible for the custody and maintenance in good order and condition of all protective clothing, equipment and appliances

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provided by the local government to the bush fire brigade (or of the bush fire brigade) and is required to complete reporting required under clause 6.1 of the local law.

4.8 Storage of equipment

(1) The Equipment Officer must store all of the equipment of the bush fire brigade at a place approved by the local government (the "station").

(2) If there is to be more than one station in the brigade area, the Equipment Officer is to appoint in respect of each station a person who is responsible for the custody and maintenance in good order and condition of all equipment and appliances at the station, subject to any direction of the Equipment Officer.

4.9 Training Officer

The Training Officer is responsible for the coordination of brigade training under the direction of the Captain.

4.10 Non-Mandatory Positions

(1) In consultation with the Brigade's membership, the Captain may at any time create non-mandatory positions with the purpose of assisting in the administration of the brigade.

(2) At the discretion of the Captain, non-mandatory positions may attend Brigade Management Team meetings and are non-voting attendees.

PART 5 - BRIGADE MANAGEMENT TEAM

5.1 Management of bush fire brigade

(1) Subject to the provisions of these Rules and Bush Fire Operating Procedures, the administration of the affairs of the bush fire brigade are vested in the Brigade Management Team.

(2) Without limiting the generality of subclause (1), the Brigade Management Team is to have the following functions –

- (a) to recommend to the local government amendments to these Rules;
- (b) to draft the annual budget for the bush fire brigade and present it at the annual general meeting of the bush fire brigade;
- (c) to propose a motion for consideration at any meeting of the bush fire brigade;
- (d) to recommend to the local government equipment which needs to be supplied by the local government to the bush fire brigade;
- (e) to invest or place on deposit any of the funds of the bush fire brigade not immediately required to perform the normal brigade activities;
- (f) to delegate to a person, as from time to time thought fit, any functions (being less than the total functions of the Brigade Management Team) on any conditions it thinks fit;
- (g) to do all things necessary or convenient in order to perform any of its functions and to secure the performance of the normal brigade activities by the bush fire brigade; and

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(h) deal with membership applications, grievances, disputes and disciplinary matters.

5.2 Constitution of Brigade Management Team

(1) The Brigade Management Team of the bush fire brigade is to consist of the Brigade Officers of the bush fire brigade.

(2) The Brigade Officers are to -
- (a) be elected at the annual general meeting of the bush fire brigade;
- (b) hold office until the next annual general meeting; and
- (c) be eligible for re-election at the next annual general meeting.

(3) Any Brigade Officer may be removed from office by an absolute majority decision of the brigade members present in person or by proxy at a special meeting called for such a purpose.

(4) The Brigade Management Team may appoint a brigade member to fill a vacancy in any office arising from a resolution under subclause (3) or which has arisen for any other reason.

PART 6 - MEETINGS OF BUSH FIRE BRIGADE

6.1 Ordinary meetings

(1) Ordinary meetings may be called at any time by the Secretary by giving at least 3 days notice to all brigade members and to the Chief Bush Fire Control Officer for the purpose of –
- (a) organising and checking equipment;
- (b) requisitioning new or replacement equipment;
- (c) organising field excursions, training sessions, hazard reduction programs, and the preparation of fire-breaks;
- (d) establishing new procedures in respect of any of the normal brigade activities; and
- (e) dealing with any general business.

6.2 Annual general meeting

(1) At the annual general meeting the bush fire brigade is to -
- (a) elect the Brigade Officers from among the brigade members;
- (b) consider the Captain's report on the year's activities;
- (c) adopt the annual financial statements;
- (d) appoint an Auditor for the ensuing financial year in accordance with clause 6.4 of the Rules; and
- (e) deal with any general business.

6.3 Quorum

(1) The quorum for a meeting of the bush fire brigade is at least 50% of the members of the bush fire brigade.

(2) No business is to be transacted at a meeting of the bush fire brigade unless a quorum of brigade members is present in person or by proxy.

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6.4 Auditor

(1) At the annual general meeting a person employed by the City of Cockburn, not being a brigade member, is to be appointed as the Auditor of the bush fire brigade for the ensuing financial year.
(2) The Auditor is to audit the accounts of the bush fire brigade not less than 7 days before the annual general meeting and is to certify to their correctness or otherwise and present a report at the annual general meeting.

6.5 Awards

(1) Subject to the Rules and Bush Fire Operating Procedures, the Brigade Management Team may present awards, such as honorary life award, to members and past members for recognition of services and contribution to the bush firebrigade, aligned to the Code of Conduct.
(2) All awards shall only be a title and be presented at a meeting of the bush fire brigade.

6.6 Honorary life award

(1) The bush fire brigade may by a simple majority resolution at a meeting appoint a person an honorary life award for in recognition of services by that person to the bush fire brigade.
(2) The title for an honorary life award will remain valid for the life of the awarded person, unless they undertake activities that bring disrepute to a bush fire brigade or the local government.
(3) Revocation of a life award may be authorised by the Captain or Chief Bush Fire Control Officer.

PART 7 - MEETINGS OF BRIGADE MANAGEMENT TEAM

7.1 Meetings of Brigade Management Team

(1) The Brigade Management Team is to meet for the dispatch of business, adjourn and otherwise regulate its meeting as it thinks fit.
(2) The Captain or Secretary may convene a meeting of the Brigade Management Team at any time.

PART 8 - GENERAL ADMINISTRATION MATTERS

8.1 Funds

The funds of the bush fire brigade are to be used solely for the purpose of promoting the objects of the bush fire brigade.

8.2 Financial year

The financial year of the bush fire brigade is to commence on 1 July and is to end on 30 June of the following year.

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8.3 Banking

(1) The funds of the bush fire brigade are to be placed in a bank account and are to be drawn on only by the Secretary or Treasurer in accordance with sub-clause (2)

(2) For the purposes of subclause (1), any 2 of the Captain, Secretary or Treasurer may authorise in writing the use of electronic banking by a brigade member to draw on the funds of a bush fire brigade.

Dated this 11 day of September 2025.

The Common Seal of the City of Cockburn was hereunto affixed in the presence of:

_____
Logan K Howlett JP
Mayor

_____
Carissa Bywater
Acting Chief Executive Officer

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