



Shire of Dardanup

A G E N D A

BUSHFIRE ADVISORY COMMITTEE MEETING

To Be Held

Wednesday, 11 March 2020

Commencing at 7.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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NOTICE OF BUSHFIRE ADVISORY COMMITTEE MEETING

Dear Committee Member

The next Shire of Dardanup Bushfire Advisory Committee Meeting will be held on Wednesday, 11 March 2020 in the Council Chambers, Shire of Dardanup - Administration Centre Eaton, 1 Council Drive, Eaton - commencing at 7.00pm.



MR ANDRÉ SCHÖNFELDT
Chief Executive Officer

Date: 5 March 2020

Note: If interested persons would like to make comment on any items in this agenda, please email records@dardanup.wa.gov.au or hand deliver written comment to the Shire of Dardanup – Administration Centre Eaton, 1 Council Drive, Eaton. To be included in the meeting comments are to be delivered no later than 48 hours prior to the meeting.

The Chief Executive Officer will use his discretion as to whether the written comments are relevant and applicable to the meeting before approving their inclusion in the meeting.

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COMMITTEE MEMBERS:

Mr Richard Stacey - FCO Ferguson District
Mr Chris Hynes - CBFCO Eaton Townsite District
Mr Alan Charlton - DCFCO (South) FCO West Dardanup
Mr Clay Rose - DCFCO (North) / FCO Burekup
Mr Robert Drennan - FCO Waterloo District
Mr Rod Bailey - FCO Upper Ferguson
Mr Brendan Putt - FCO Dardanup Central
Mr Peter Robinson - FCO Joshua/Crooked Brook
Mr Ian Bridge FCO Wellington Mill District

Mr John Carter – Representative Department of Fire & Emergency Services
Representative - Department of Biodiversity, Conservation and Attractions

Cr. T Gardiner - Elected Member
Cr. M T Bennett Elected Member (Deputy)

STAFF MEMBERS

Mrs Erin Hutchins - Coordinator – Ranger & Emergency Services
Mr Murray Halden - Senior Ranger
Mrs Donna Bailye - Executive Governance Officer

OBSERVER

Mrs Susan Oosthuizen - Director Sustainable Development
Mr Brenton Scambler - Manager Development Services

COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING TO BE HELD ON WEDNESDAY 13 MAY 2020, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 7.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson, Mr Peter Robinson, to declare the meeting open, welcome those in attendance and refer to the Disclaimer and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging.

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.

The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.

Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

2.2 Apologies

3. PETITIONS/DEPUTATIONS/PRESENTATIONS**3.1** Mr Keith Higham – Presentation on Queensland Fires 2020

Mr Keith Higham will speak to the Committee on his involvement in the recent Queensland Fires.

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**4.1** Bushfire Advisory Committee Meeting Held 29 October 2019**BFAC RECOMMENDED RESOLUTION**

THAT the Minutes of the Bushfire Advisory Committee Meeting held on 29 October 2020, be confirmed as true and correct subject to no / the following corrections:

5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

6. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

7. DECLARATION OF INTEREST

“Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.”

Key Management Personnel (which includes Elected Members, CEO and Directors) are reminded of their requirement to disclose biannually transactions between Council and related parties in accordance with Council Policy CP039.

8. ACTION SHEET UPDATE

PENDING ACTIONS:

ACTION & MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS

9 REPORTS OF OFFICERS AND COMMITTEES
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9.1 Title: Chief Fire Control Officer (CFCO) Report – Chris Hynes

Reporting Department: CFCO - Dardanup

Reporting Officer: Chris Hynes

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	Nil
<i>Appliance and Equipment</i>	Nil
<i>Training</i>	Nil
<i>Meetings Held</i>	Nil
<i>Membership – Recruitment/Resignation</i>	Nil.
<i>Concerns</i>	Cleanaway Tip Site Fires – 3 Separate Incidents: <ul style="list-style-type: none"> • 12/10/20 • 27/01/20 • 28/01/20 Power pole fires – further investigation required by DFES.
<i>Initiatives</i>	Nil.
<i>Other News</i>	Nil.

Item/s For BFAC Discussion

None.

9.2 Title: Department of Biodiversity, Conservation & Attractions – Officer Report

No Report.

9.3 Title: Department of Fire & Emergency Services (DFES) – Mr John Carter

1. *Current Fire Situation*

There have been a number of significant incidents over the summer bushfire season with crews being deployed to adjoining local shires, the Perth Metropolitan area, Stirling Ranges, Forrestonia, Norseman and Katanning. A total of 555 personnel from DFES, DBCA, CFRS, VFRS, VFES, SES and BFB have travelled to New South Wales and Queensland since late October 2019, to assist with unprecedented bush fire response operations as part of Strike Teams, IMT roles and specialist positions.

DFES acknowledges the time spent away from families and express its sincere gratitude for their support and understanding in supporting fellow Australians in need of assistance

2. *eAcademy*

eAcademy 2.0 — Now Available! The new and improved eAcademy 2.0 is now available. Volunteers can access eAcademy 2.0 via the Volunteer Hub > My Systems > eAcademy. All eAcademy queries are to go to your brigade training officer. Refer to General Circular 01/2020. (Appendix BFAC: 9.3A).

3. *Training*

The new Bushfire Service Training Program is currently being rolled out and brigades will be informed when modules are available to be delivered.

The 2020 training calendar is being prepared and brigade members can apply for courses through the normal channels.

An Introduction to Fire Fighting course is being held at the West Dardanup BFB on the 7-8 March for the cadets from Joshua-Crooked Brook BFB and other cadet programs. The Shire of Dardanup BFBs are encouraged to identify suitable people who can become Trainer Assessors for courses to meet the brigade member's requirements.

4. *Deployment Register*

Volunteers are encouraged to apply through the Shire if they wish to be added to the Intrastate/Interstate/Overseas deployment register (Operational Circular 63/2019). These are for periods of five, seven to 14 and six-week duration respectively.

Those personnel wishing to respond to this E01 or who are selected for a deployment must be medically fit. If selected for deployment, any person who has a current debilitating medical condition or workers' compensation claim (restricted duties) will be required to decline the request

5. *Large Air Tanker (LAT) – md-87 Large Airtanker*

The Erikson Aero Tanker has been contracted into the DFES aerial suppression fleet for a period of 50 days. The LAT can be requested through the State Air Desk by the Incident Controller. Refer to Operational Circular 06/2020. (Appendix: BFAC 9.3B).

6. *Firescane-125*

A high altitude infrared lines can service, has been contracted into the DFES aerial intelligence fleet. FIRESCAN-125 comprises a multi-spectral infrared lines can sensor mounted in a Beechcraft Kingair 200 aircraft registration VH-LAB. The service commenced on 20 January and has completed its integration into the DFES fleet and intelligence systems and will remain on contract for 90 days. Refer to Operational Circular 03/2020. (Appendix: BFAC 9.3C).

FIRESCAN-125's primary role is to establish and maintain strategic situational awareness of regional incidents that require wide-area reconnaissance and surveillance. Specific tasks for which FIRESCAN-125 is suitable are:

- Fire/Flood surveillance & reconnaissance (mapping);
- Marine emergencies / Oil spill response (mapping);
- Search and Rescue (SAR) — visual search; and
- Special transport (cargo only, requires release from intelligence services).

7. *Crew Safety during Blackout Operations*

Recent minor injuries to firefighters at bushfire incidents has highlighted the need for crews to be vigilant of their safety during blackout operations. Refer to Operation Circular 01/2020 (Appendix BFAC: 9.3D) – Crew safety during blackout operations.

8. *Sitting Appliances and Crew Safety*

During recent bushfires there have been several occasions where firefighters have been /or could have been impinged by fire. Crews are reminded that the appliance driver is responsible for safely siting vehicles at an incident, considering all the relevant safety considerations. Refer to Safety Circular 01/2020 (Appendix BFAC: 9.3E).

9. *Scott Promask*

Promask full face respirator and filters are no longer being manufactured and will not be available from December 2019. DFES has made a bulk purchase of 12 months' supply of filters and masks as a supply contingency while Strategic Procurement go to market for replacement products. It is expected that evaluation of available replacements will be undertaken during early in the new year with the new supply contract expected to commence in May 2020. Refer to Operational Circular 80/2019 (Appendix BFAC: 9.3F).

10. *Automatic Vehicle Location (AVLs)*

Just a reminder for the testing of the AVL on appliances. Thanks to those brigades that regularly do this testing.

9.4 Title: Bushfire Training Officer Report – Vacant

No Report.

9.5 Title: Burekup District Fire Control Officer Report – Mr Clay Rose

Reporting Department: Burekup BFB

Reporting Officer: Clay Rose

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	9 Call outs.
<i>Appliance and Equipment</i>	Good – new compressor and reversing camera.
<i>Training</i>	Monthly.
<i>Meetings Held</i>	N/A
<i>Membership – Recruitment/Resignation</i>	2 new members trained.
<i>Concerns</i>	Lack of places available for On and Off Road Training.
<i>Initiatives</i>	Captain Tony Jenour & Scott Bradby deployed to NSW fires in October. Scott went again in January for another week.
<i>Other News</i>	Thanks to AO John Carter for presenting National Medals and Service Medals at the Australia Day ceremony at Burekup Country Club.

Item/s For BFAC Discussion

None.

9.6 Title: Dardanup Central District Fire Control Officer Report – Mr Brendan Putt

Reporting Department: Dardanup Central BFB

Reporting Officer: Brendan Putt

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	17 Call outs since last BFAC, we have had good availability of members for crews.
<i>Appliance and Equipment</i>	Appliance currently has a missing Hydrant Key, damaged spare tire carrier, broken flashing light protector, these have been quoted at Bell Fire but are taking a very long time to fix.
<i>Training</i>	Brigade trains every 2 nd Monday, recently we had a presentation of Dead Man Zone, Scotch Pro Mask, Burn Over Drill, this has been a very valuable training option.
<i>Meetings Held</i>	A meeting was held with the shire CEO Andre Schonfeldt, Chris Hynes, Wayne Cross and my self-regarding redevelopment options for the Brigades new station, this was very positive meeting and a step in the right direction.
<i>Membership – Recruitment/Resignation</i>	We have had two new members join us for training and sign up to be new members Reece Depiazzi & Daniel Runeckles.
<i>Concerns</i>	Repairs to appliance taking too long and may lead to an Incident due to items not being fixed.
<i>Initiatives</i>	N/A
<i>Other News</i>	N/A

Item/s For BFAC Discussion

None.

9.7 Title: Ferguson Fire Control Officer Report –Mr Richard Stacey

Reporting Department: Ferguson BFB
Reporting Officer: Richard Stacey

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

No Report.

9.8 Title: Joshua Creek / Crooked Brook Fire Control Officer Report – Mr Peter Robinson

Reporting Department: Joshua Creek / Crooked Brook BFB
Reporting Officer: Peter Buck

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	Six.
<i>Appliance and Equipment</i>	Some repairs to the LT have been done by Bell Fire.
<i>Training</i>	Cadets and brigade are combining to train every second Thursday throughout the year. Had a break in January, back into it now. Cadets doing DFES IFF and BFF on 7 & 8 March. TO Raelene is organizing for about six adult members to be trained 28 & 29 March. Great to be able to use West Dardanup station, nearby and spacious!
<i>Meetings Held</i>	Two committee meetings. AGM planned for 3rd April.
<i>Membership – Recruitment/Resignation</i>	Open Arvo worked very well. We had four new registrations, and several existing members have decided to become more involved.
<i>Concerns</i>	Cleanaway tip fires. What is our responsibility? Significant concern expressed at our committee meeting and generally by community about Fire Fighters' safety.
<i>Initiatives</i>	Work for the Dole opportunity. We have a member of the brigade who is undertaking 15 hours a week at the station. This has made a big difference to getting things done.
<i>Other News</i>	We have some lay flat hoses up for grabs. Ex mining Co, failed the 21bar test. Otherwise in good condition. Any takers.

Item/s For BFAC Discussion

Item 1. *Cleanaway Tip*

Officer Comment – Mrs Erin Hutchins – Coordinator Emergency & Ranger Services

Safety of our volunteers is vital. When brigades turn out to an unclassified fire under the direction of the Chief Bush Fire Control Officer (CBFCO), an assessment upon arrival by the CBFCO or Brigade is completed and the fire classified. In doing this, the emergency service with the appropriate PPE and resources are then engaged.

This was the case for the Cleanaway fire, and the CBFCO engaged Fire and Rescue services as well as the local volunteer brigade. In this regard, the brigade did not have all of the necessary PPE for that classification of fire – i.e. breathing apparatus, therefore the fire was fought from an upwind location out of any smoke or danger until such time as Fire and Rescue services were able to attend. However, should the fire be of a nature that it is not able to be fought safely, the CBFCO will advise volunteer brigades to not engage until such time as Fire and Rescue services are on site and then follow their directions.

Item 2. *Work for the Dole.*

9.9 Title: Upper Ferguson District Fire Control Officer Report – Mr Rod Bailey*Reporting Department: Upper Ferguson**Reporting Officer: Rod Bailey**(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)***Activity Report Since Last BFAC Meeting**

<i>Fire Call Outs</i>	5 call outs since last meeting. 1 false alarm.
<i>Appliance and Equipment</i>	Appliance had header tank for aux pump moved from top of pump to another position for less vibrations working well.
<i>Training</i>	Ongoing training through summer key points covered were WAERN training, Pump Operations, Chain of Command and AVL testing.
<i>Meetings Held</i>	General meetings.
<i>Membership – Recruitment/Resignation</i>	1 resignation.
<i>Concerns</i>	None at this stage.
<i>Initiatives</i>	Members keen to be involved in training.
<i>Other News</i>	Assisted Wellington Mills with a road side burn in October, we were advised that we would be paid for our work, we are still waiting for conformation regarding payment.

Item/s For BFAC Discussion

None.

9.10 Title: Waterloo District Fire Control Officer Report –Mr Rob Drennan

Reporting Department: Joshua Creek / Crooked Brook BFB

Reporting Officer: Mr Rob Drennan

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	From 27/112019 There has been a total of 22 call outs. 111 Crew positions filled culminating in a total of 83 hours on fire grounds so far this fire season.
<i>Appliance and Equipment</i>	Waterloo LT Hose real break & tail lights fixed by Bell Fire. Waterloo 3.4 Diesel pump blow fittings at Collie fire. Diesel pump fixed at Collie Fire.
<i>Training</i>	AVL & Training nights working well. There is potential to combine other brigades in some of the training nights with equipment, procedures.
<i>Meetings Held</i>	New Fire Shed is proceeding with all parties exploring alternatives.
<i>Membership – Recruitment/Resignation</i>	Waterloo BFB has attracted 3 new members recently, with their paperwork being processed soon.
<i>Concerns</i>	Natalie Robertson showed us how good it can be with a dedicated member of staff to deal with our needs & problems. It is hoped that the Dardanup Shire fills this void in a timely mater. Waterloo 3.4 Diesel pump is capable of going up to 15psi operated from the driver's seat. 9psi should be considered the maximum for normal fire ground needs. A psi or a tachometer should be fitted so this problem does not occur again. There is a serious potential of damage or injury at such a hi psi.
<i>Initiatives</i>	N/A
<i>Other News</i>	N/A

Item/s For BFAC Discussion

None.

9.11 Title: Wellington Mill District Fire Control Officer Report –Mr Ian Bridge

Reporting Department: Wellington Mill BFB

Reporting Officer: Ian Bridge

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	8 call outs since last BFAC meeting 27/10/19 Carlaminda Rd 01/11/19 Wellington Forrest 13/12/19 Wellington Dam 17/12/19 Wellington Mills 20/01/20 Wellesley 25/01/20 Paradise 29/01/20 Beelerup 09/02/20 Capel River
<i>Appliance and Equipment</i>	1.4 Appliance is performing well but the pump motor could use a service. It should be noted that this appliance does not have a deluge system fitted as part of the crew protection system. Equipment Officer advises that he repaired the fault with Intercom (cab to work platform) The microphone switch was faulty. Repair or replacement has been requested to the leaking passing seals in the shut off valves on both rear hose branches.
<i>Training</i>	Basic refresher training was done in house for members who have not been to recent fires. Burn over training was done for all available members. We would like to find someone to provide us with some refresher radio training.
<i>Meetings Held</i>	Regular monthly committee meetings have taken place. We now conduct them on the first Monday of the month so we can do our AVL test at that time.
<i>Membership – Recruitment/Resignation</i>	Two new members are pending. They have completed and submitted their application forms.
<i>Concerns</i>	The lack of interest from property owners in the Shire toward being Bush Fire Ready. The dismal turnout to the Nov/Dec Forum at the Dardanup Hall shows that we need to do more. Support from the Shire seems to have slowed since Natalie left and we have been left without that valuable support. Has that position been filled?

	<p>Water supply is a problem. Our tank supply is being used to service the public toilets adjacent the fire station. If there was a water leak at these toilets we could lose our entire summer supply of water. (see notes in Initiatives section below).</p> <p>Is it mandatory for us to introduce the Swiftworks system to our Brigade? if so we have no one interested in implementing this system.</p> <p>A couple of our senior brigade members have commented that the working relationship between DBCA and the DFES/VBFB seems to have deteriorated as was evident at a couple of the recent fire events. We need to have a better working relationship and communications with this agency.</p> <p>We do not need or want new buildings for lavish training room, kitchen and toilets etc. but do require a dual cab utility vehicle for immediate response and crew change transfer. The lack of a vehicle for crew change transport was a problem for us at the Binningup/Wellesley incident. Could we apply for a contribution for a vehicle in lieu of the funds being spent on unnecessary infrastructure?</p>
<p><i>Initiatives</i></p>	<p>We are currently in discussions with SoD and DFES to repair a weir wall uphill from Wellington Mills which will hopefully give us a guaranteed water supply for the summer months.</p> <p>We are in the process of altering our current water supply set up so it will secure 80% of our tank water.</p> <p>Our Wellington Mills Community Association is refurbishing the building adjacent to our fire station and have offered this to us for training and meetings.</p>
<p><i>Other News</i></p>	<p>We conducted approx.1km burn of the roadside as part of the Mitigation Program.</p> <p>Our Bushfire Ready program is working well and we currently have around 70 % of block plans from our residents.</p>

Item/s For BFAC Discussion

Item One - *Appliance servicing schedule for 2020 - Who will arrange the schedule.*

Officer Comment – Mrs Erin Hutchins – Coordinator Emergency & Ranger Services

As advised at the October 2019 meeting, due to the Shire establishing a servicing contract, servicing of appliances was postponed until May 2020 with the approval of the CBFCO and DBFCOs. Shire Officers are currently sharing the workload in the absence of an Emergency Officer to ensure brigade needs are met within the best of their abilities. Any urgent repairs have still been addressed throughout the fire season.

Item Two – *Is it possible to identify where lightning strikes have occurred in our areas so we might check them before a fire starts.*

Item Three – *Autumn roadside burning program. With the current staffing changes, how do we go about getting our plans approved etc.*

Officer Comment – Mrs Erin Hutchins – Coordinator Emergency & Ranger Services

The burn program will still continue as per the current process. Brigades are to submit the Shire of Dardanup Prescribed Roadside Burn Application (Stage 1) to enable to Shire to organise environmental checks and approvals, traffic management, community notification and catering. Applications require a minimum of 21 days to process, therefore Brigades are encouraged to submit applications as soon as possible.

9.12 Title: West Dardanup District Fire Control Officer Report – Mr Alan Charlton

Reporting Department: West Dardanup Bush Fire Brigade

Reporting Officer: Alan Charlton

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

<i>Fire Call Outs</i>	17 Callouts since last BFAC 29/10.
<i>Appliance and Equipment</i>	Seasonal 3.4 sent to Collie, we now have a 2.4 seasonal
<i>Training</i>	Second Thursday of every month
<i>Meetings Held</i>	One general meeting.
<i>Membership – Recruitment/Resignation</i>	New member - Nic Shawcross.
<i>Concerns</i>	Bunbury FRS being dispatched to bushfires before bushfire units are being dispatched, still an ongoing issue. Last example was 25 Feb 2020 incident no 468431.
<i>Initiatives</i>	N/A
<i>Other News</i>	DFES training weekends booked at West Dardanup station. Cadet training 7 & 8 March Intro to Fire Fighting 28 & 29 March Bushfire Fire Fighting 18 & 19 April Sector Commander 22 & 23 August

Item/s For BFAC Discussion

None.

9.13 Title: Coordinator Emergency & Ranger Services Report – Mrs Erin Hutchins

1. *Emergency Officer – Natalie Robertson*

Natalie Robertson tendered her resignation and finished up with the Shire on the 6 January 2020. The Shire is dedicated to providing support to the Brigades and hope to have a replacement for Natalie in the near future. In the meantime, please continue to email any requests through to the brigade mailbox brigade@dardanup.wa.gov.au and the Shire will address matters as soon as practicable.

Information Only

2. *Appliances and Equipment Servicing*

At the last BFAC, it was acknowledged that due to the Shire finalising the tender process for the servicing of brigade appliances, servicing would be delayed until 2020. These will now be scheduled for May by South West Fire Units. Seven of the appliances required a 'B' Service with one appliance requiring an 'A' Service. It is planned that future servicing will take place prior to the commencement of the next fire season.

Any urgent repairs to appliances have been carried out by several providers over the last few months.

Information Only

3. *Fire Prevention Order*

The Shire of Dardanup Fire Prevention Order will be brought to the May BFAC meeting for endorsement. General meetings will still continue to ensure the order is reviewed thoroughly prior to the next BFAC.

Information Only

4. *Brigade Annual General Meeting (AGM)*

A friendly reminder that Brigades are to conduct their AGM no later than the **30 April** and forward AGM minutes and reports to the Shire of Dardanup by **15 May** as per sections 5.3(1) and 3.5 (10) of the Brigade Constitution.

Likewise, brigades are to include copies of the official signed Position Nomination Forms for Shire's records.

Information Only

5. *Brigade Committee Members and Contact Details*

Reference is made to section 2.7 (3) of the Brigade Constitution which states:

*"No later than 15 May in each year, the bush fire brigade Secretary is to report to the **Local Government and Chief Fire Control Officer** the name, contact details and type of membership, office bearer positions and any ranking of each brigade member."*

Information Only

6. Government Grant Scheme (LGGS)

The application for 2020/21 Local Government Grants Scheme (LGGS) funding is currently being compiled and will be forwarded to the Capital Grants Committee in Perth by 27 March 2020.

The Shire wishes to acknowledge Brigade members who contributed towards the application.

The following Local Government Grants Scheme 2019/20 budget figures are provided for information purposes only.

Budget	
ESL Line Item 1-8 Operating Grant	\$130,000.00
Additional State Government 2018/19 Insurance Allowance	\$5,859.00
Additional State Government 2019/20 Insurance Allowance	\$7,593.00
ESL – Line Item 9	\$12,579.00
ESL – Total Gross Operating Grant	\$156,031.00
Less Expenditure	
ESL - Insurance	\$42,060.80
ESL – Expenditure as at October 2019	\$551,268.80
ESL – Total Expenditure	\$97,266.80
Funds Remaining as at October 2019	\$58,764.20

- *Approved Capital Grants*

Brigade	Description	Funding
Dardanup West BFB	Extend Hardstand	\$ 7,545.00
	TOTAL	\$7,545.00

- *Approved Capital Grants*

Brigade	Description	Funding
Ferguson BFB	Water Tank	\$15,134.41
	TOTAL	\$15,134.41

- *Approved Carryovers*

Brigade	Description	Funding
Waterloo BFB	2 appliance bay facility & amenities	\$393,909.00
	TOTAL	\$393,909.00

Information Only

7. Appreciation from the Shire

On behalf of the Shire, I would like to thank you and your brigades for your efforts protecting the community throughout this fire season.

10. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

11. NEW BUSINESS OF AN URGENT NATURE

[Please Note: This is Not General Business – This is for Urgent Business Approved By the Person Presiding or by Decision. In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.]

12. MATTERS BEHIND CLOSED DOORS

None.

13. CLOSURE OF MEETING.

The Chairperson advises that the date of the next Bush Fire Advisory Committee Meeting will be Wednesday 13 May 2020, commencing at 7.00 pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Chairperson to declare the meeting closed.