



Shire of Dardanup

MINUTES

BUSHFIRE ADVISORY COMMITTEE MEETING

Held

11 March 2020

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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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**MINUTES OF THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 11 MARCH 2020, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 7.00PM.****1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Chairperson, Mr Peter Robinson, declared the meeting open at 7.00pm welcomed those in attendance and referred 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

Mr Chris Hynes	-	CBFCO Eaton Townsite District
Mr Tony Jenour	-	Burekup District Captain [Proxy]
Mr Robert Drennan	-	FCO Waterloo District
Mr Rod Bailey	-	FCO Upper Ferguson
Mr Peter Robinson	-	FCO Joshua/Crooked Brook
Mr Lyndon Skeers	-	Ferguson District Captain [Proxy]
Mr Ian Bridge	-	FCO Wellington Mill District
Mr Ricky Southgate	-	Department of Fire & Emergency Services
Ms Jessica Newman	-	Department of Biodiversity, Conservation & Attractions [7.22pm]
Cr Mick Bennett	-	Elected member [Deputy]

Staff

Mr Murray Halden	-	Senior Ranger
Mrs Susan Oosthuizen	-	Director Sustainable Development
Mrs Donna Bailye	-	PA Deputy Chief Executive Officer

Visitor

Mr Keith Higham	-	Wellington Mills Districts – Captain.
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2.2 Apologies

Mr Alan Charlton	-	DCFCO (South) FCO West Dardanup
Mr Brendan Putt	-	FCO Dardanup Central
Mr Clay Rose	-	DCFCO (North) / FCO Burekup
Mr Richard Stacey	-	FCO Ferguson District
Mr John Carter	-	Department of Fire & Emergency Services
Cr Tyrrell Gardiner	-	Elected Member
Mr Brenton Scrambler	-	Manager Development Services
Mrs Erin Hutchins	-	Coordinator – Ranger & Emergency Services

3. PETITIONS/DEPUTATIONS/PRESENTATIONS

3.1 Mr Keith Higham – Presentation on New South Wales Fires 2020

Mr Keith Higham will speak to the Committee on his involvement in the recent New South Wales Fires.

Process:

Mr Keith Higham provided the Committee with a Powerpoint presentation on the New South Wales fires and spoke of his experiences attending the fires

Discussion:

Discussion and questions followed the presentation. Mr Tony Jenour spoke to the Committee about his involvement in the NSW Fires and provided his comments and comparisons between the NSW services and WA services. He acknowledged the positives found within the WA brigades and also acknowledged the Shires involvement in some of these positives.

The Committee thanked Mr Higham for his presentation and also thanked both Mr Tony Jenour and Mr Higham for their efforts and involvement in the recent NSW fires.

The Committee requested that the Shire of Dardanup, through the Chief Executive Officer or Shire President write a letter of thanks to the Shire of Dardanup volunteers that were deployed interstate.

Cr Mick Bennett suggested that, through the Shires Communication Officer, a story could be produced and promoted on the website/Facebook to acknowledge the Shire of Dardanup Volunteer Firefighters that attended and assisted with the recent NSW fires.

Note: Ms Jess Newman joined the meeting at [7.22pm]

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Bushfire Advisory Committee Meeting Held 29 October 2019

BUSHFIRE ADVISORY COMMITTEE RESOLUTION

BFAC 01-20 MOVED - Mr Chris Hynes SECONDED - Mr Ian Bridge

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

CARRIED
10/0

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.

Discussion:

The Chairperson, Mr Peter Robinson asked the Councillors and Committee if there were any Declarations of Interest to be made.

There were no Declarations of Interest made.

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

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

Item/s For BFAC Discussion

Discussion:

Mr Chris Hynes provided the Committee with further details on the Cleanaway tip site fires. He advised that the matter had been brought to the Shire of Dardanup Local Emergency Management Committee (LEMC) meeting on the 12 February 2020.

Mr Hynes advised that since the fires there have been a number of meetings and a statement on the fires has been provided to DWER regarding tip management. Cleanaway have advised that a Fire Management Plan is being developed for the tip and have provided Mr Hynes with a contact list of all their fire wardens and chiefs. Mr Hynes advised that hopefully moving forward there won't be any more events.

The Committee discussed power pole fires and the increase in incidents where fires were undetermined. Mr Hynes advised that the matter has been reported to Western Power but Western Power claim that they are unaware of the issues. Mr Hynes advised that we need to pursue this matter further. He requested that Area Managers are advised of all incidents, and the matter needs to be brought to the attention of Western Power.

Mr Peter Robinson advised the Committee of an incident with a resident notifying Western Power of a power pole sparking, but no action being undertaken by Western Power.

Mr Hynes requested that the information be forwarded to him for further follow up

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

Process

Ms Jessica Newman tabled the following report at the meeting.

1. *Prescribed Burning Autumn 2020;*

Planning for the Autumn 2020 season is underway. Email notifications should be sent shortly. Wellington District has 34 burns scheduled totalling Approx. 61,640ha, Dardanup shire has 7 scheduled burns totalling approx. 2,400ha

- WTN_020 Lowden
- WTN_084 Dongara Ridge
- WTN_092 Arcadia
- WTN_099 WTN Discovery forest plots
- WTN_101 Mungalup
- WTN_103 Dardanup North
- WTN_108 Twin Rivers

2. *Bushfires*

54 bushfires recorded for the District; 11 within the Dardanup shire, with the Shire assisting several larger fires in other Shires managed by DBCA. Appreciate the assistance provided.

3. *Aerial Suppression*

The Wellington Spotter plane has commenced flights, the aerial suppression aircraft have been utilised recently due to recent fire threats to Private properties, they have been used outside of regular contract requirements. Aircraft will be based as per previous years, with 2 fix wing bombers in Bunbury and 2 helitac bombers in Busselton.

NOTE: From Jan 22 the **Large Air Tanker (LAT)** will be based at RAAF Pearce

Aerial Suppression Aircraft (Western Australia) - 2019/20 Bushfire Season Availability Schedule (as @ 20191029)

	1-Nov-19	1-Dec-19	15-Dec-19	20-Dec-19
Jandakot	1 x AS355 Air Attack Platform (H) 2 x 214B Helitacks (H) (2,650L)	1 x AS355 Air Attack Platform (H) 4 x 214B Helitacks (H) (2,650L) 2 x Air Tractor 802 (FW) (3,150L)*	1 x AS355 Air Attack Platform (H) 4 x 214B Helitacks (H) (2,650L) 2 x Air Tractor 802 (FW) (3,150L)*	1 x AS355 Air Attack Platform (H) 4 x 214B Helitacks (H) (2,650L) 2 x Air Tractor 802 (FW) (3,150L)* 1 x Air Intelligence Platform (H)
Bunbury		2 x Air Tractor 802 (FW) (3,150L)*	2 x Air Tractor 802 (FW) (3,150L)*	2 x Air Tractor 802 (FW) (3,150L)*
Busselton			2 x 214B Helitacks (H) (2,650L)	2 x 214B Helitacks (H) (2,650L)
Manjimup			2 x Air Tractor 802 (FW) (3,150L)*	2 x Air Tractor 802 (FW) (3,150L)*
Albany			2 x Air Tractor 802 (FW) (3,150L)*	2 x Air Tractor 802 (FW) (3,150L)*
Serpentine				1 x Airplane (H) (7,000L)

(H): Helicopter (Rotary Wing) (FW): Fixed Wing

* Airtractor 802 Fixed Wings dates are to be reviewed and subject to change as required.

N.b. Aircraft may be put on earlier (permanently or temporarily) and differently based for any early season weather/ incident requirements.

N.b. DFES will staff both the Air Attack Supervisor and Air Desk Officer role until FW aerial firefighting aircraft are put on line later in Nov or early Dec (then becomes DFES /DBCA Joint Operation).

5. *District Staff Changes/ Contacts*

District Fire Coordinator:

Jessica Newman recently accepted the position of District Fire Coordinator, based in Collie (ph. 9735 1988).

District Roster:

We have changed our roster for this year, the roster now includes a person to be rostered in Bunbury which aligns with the South West Response Zone requirements. It generally covers for a response and liaison officer in the event of a fire within the new Regional Park areas and within the response zone. This roster is active during the south west response times of 1st December to 1st April

Note – The Committee was provided with maps detailing burn areas at the meeting.

Discussion:

The Committee discussed the working relationship between DBCA and the Volunteer brigades. Mr Ian Bridge discussed a recent matter involving a DBCA employee and the Wellington Mill Brigade.

It was agreed that open lines of communication between both Departments is needed and that both will work on communications on the fire ground, along with building relationships between each Department.

Note: Mrs Susan Oosthuizen left the room at 7.54pm.

Ms Jessica Newman advised that the Brigades can contact her direct with any further issues.

Note: Mrs Susan Oosthuizen returned to the room at 7.55pm.

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, Forresteria, 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.

Discussion:

Mr Ricky Southgate thanked the Volunteers for their support and also wished to acknowledge the support of the Volunteers families.

The Committee discussed eAcademy and the current driver training programs. Mr Southgate advised of the current arrangement with the Shire in regards to outsourcing the Driver Training

program. He requested that the Brigades obtain their numbers for their brigades and send through to the Shires at their earliest.

The Deployment Register was discussed and Mr Southgate advised the Brigades to process this information with DFES at the beginning of each fire season.

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

Note: Information provided in blue was provided as an update to the report prior to the meeting.

Fire Call Outs	9 Call outs. 4-11-19 dowlells line .verge .9-11-19 Simpson Rd .5-12-19 Rose St Burekup town .15-12-19 Yordamung fire Shire of Collie .20-1-20 Wellesley /treasure Rd fire Shire of Harvey .25-1-20 Harris Rd fire .30-1-20 Collie river Rd fire .9-2-20 Goodwood Rd fire Shire of Capel . 25-2-20 Catalano Rd fire .
Appliance and Equipment	Good – new compressor and reversing camera.
Training	Monthly.
Meetings Held	Committee meeting 15-1-20 . Brigade BBQ 9-2-20.
Membership – Recruitment/Resignation	2 new members trained. I completed into to fire course last week
Concerns	Lack of places available for On and Off Road Training. Number of fires caused by Western Power infrastructure.
Initiatives	Captain Tony Jenour & Scott Bradby deployed to NSW fires in October. Scott went again in January for another week.
Other News	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*Discussion:*

Mr Tony Jenour spoke to the report and provided further details on the medal presentations.

Mr Jenour requested clarification from the Committee on hand held radios and the numbers required/provided to each Brigade.

It was agreed that Mr Ricky Southgate would look into the matter and provide a response through the Shire and the CBFCO.

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)

Note: The following report was tabled at the meeting

Fire Call Outs	11
Appliance and Equipment	Repair works at Bell fire, steering, lights, covering of the foam suction lines, Dardanup Garage, starter motor Our new fire water tank has been installed and set up so it can run with our petrol pump and are working with the shire for a permanent mounted electrical pump.
raining	Three of us attended training at Waterloo Started with 3 people for the first training, On the second session we had 15 And further training planned.
Meetings Held	None.
Membership – Recruitment/Resignation	One new member, and one person wants to do the training again. No paperwork yet.
Concerns	When unit at Bell fire they tested the 25mm lay flat hoses and one of them blew, there are no test tags on the other hoses. When south west fire units service are, they meant to test and are they being tested.
Initiatives	N/A
Other News	N/A

Discussion

Mr Lyndon Skeers spoke to the report and discussion was had over the testing of hoses.

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

Reporting Department: Joshua Creek / Crooked Brook BFB

Reporting Officer: Peter Robinson

(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 DiscussionItem 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.*

Discussion:

Mr Peter Robinson provided the Committee with further details on the 'Work for Dole' incentive currently in place at the Brigade.

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 Fire Control Officer Report –Mr Rob Drennan

Reporting Department: Waterloo 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*Discussion:*

Mr Rob Drennan spoke to the report and requested that the Shire fill the position left by Natalie Robertson. They further discussed the Waterloo 3.4 Diesel pump and it was agreed that Mr Ricky Southgate would look into the matter and report back to Mr Drennan.

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>
<i>Initiatives</i>	<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>
<i>Other News</i>	<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 the 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.

Discussion:

Mr Ian Bridge advised that refresher training is required. Mr Ricky Southgate advised that this could be organised, through liaison with DFES.

The Committee discussed at length the lack of interest from residents in regards to fire awareness, and the possible remedies required to engage the community.

Various strategies were discussed and it was agreed that each Brigade is different. Mr Ricky Southport advised that this is a statewide matter, not just local and that the Brigades can 'lean' on the officers from DFES for direction on this matter.

Mr Ian Bridge made further comment about the replacement of Natalie Robertson and Mrs Susan Oosthuizen advised the Committee that negotiations with the Shire of Capel were unsuccessful and the Shire was looking to backfill the position. An approval memorandum had been drafted and forwarded to the Chief Executive Officer for approval.

The Committee discussed SWIFTWORKS and it was agreed that this matter be brought back to the next BFAC meeting.

Note: Cr Mick Bennett left the room at 8.43pm

The Committee discussed the proposal of transferring funds to allow the purchase of a vehicle for the Wellington Mills BFB. Mr Peter Robinson advised that shifting money would almost be impossible. The Committee further discussed the transfer of crews to fires and Mr Ricky Southport advised that the Department engaged the SES for crew transfers.

The Committee discussed the new turnout trousers and it was agreed that the FCO's would go back to the Brigades and discuss the changes, and the matter would be dealt with at the next BFAC meeting.

Note: Cr Mick Bennett returned to the room at 8.48pm.

ACTION 01-20 *FCO's to report uniform changes back to Brigades and the matter to be brought back to the next BFAC meeting for further discussion.*

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	\$55,126.80
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.

Note: Mr Chris Hynes left the meeting at 9.00pm.

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

None.

11. NEW BUSINESS OF AN URGENT NATURE

None.

12. MATTERS BEHIND CLOSED DOORS

None.

13. CLOSURE OF MEETING.

The Chairperson advised that the date of the next Bush Fire Advisory Committee Meeting would 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 declared the meeting closed at 9.01pm.