



Shire of Dardanup

# **MINUTES**

## **BUSHFIRE ADVISORY COMMITTEE MEETING**

Held

14 October 2020

At

Shire of Dardanup  
ADMINISTRATION CENTRE EATON  
1 Council Drive - EATON

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## **VISION STATEMENT**

“Provide effective leadership in encouraging balanced growth and development of the Shire while recognizing the diverse needs of our communities.”

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**COMMITTEE MEMBERS:**

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

Mr John Carter – Representative Department of Fire & Emergency Services  
Mr Darren Harvey - 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**

Mr Luke Botica - Director Infrastructure  
Mrs Susan Oosthuizen - Director Sustainable Development  
Ms Melissa Howard - Emergency Management Officer

## 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 14 OCTOBER 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 by recognising the strength, resilience and capacity of Wardandi people in this land.*

*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).*

<b>2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED</b>
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2.1 Attendance

Mr Chris Hynes	-	CBFCO Eaton Townsite District
Mr Clay Rose	-	FCO Burekup District
Mr Rod Bailey	-	FCO Upper Ferguson
Mr Robert Drennan	-	FCO Waterloo District
Mr Peter Robinson	-	FCO Joshua/Crooked Brook
Mr Richard Stacey	-	FCO Ferguson District
Mr Neil Dyer	-	FCO West Dardanup
Mr Ian Bridge	-	FCO Wellington Mill District
Mr Brendan Putt	-	FCO Dardanup Central
Mr Jason Maddern	-	Department of Fire & Emergency Services
Ms Jess Newman	-	Dept. of Biodiversity, Conservation & Attractions
Ms Emma Atkinson	-	Dept. of Biodiversity, Conservation & Attractions

Staff

Ms Susan Oosthuizen	-	Director Sustainable Development
Mrs Erin Hutchins	-	Coordinator – Ranger & Emergency Services
Mr Murray Connell	-	Manager Development Services
Mr Murray Halden	-	Senior Ranger
Ms Melissa Howard	-	Emergency Management Officer [7.01pm]
Mrs Donna Bailye	-	PA Deputy Chief Executive Officer

Observers

Mr Max Kerr – Capt Wellington Mill

2.2 Apologies

Mr Darren Harvey	-	Dept. of Biodiversity, Conservation & Attractions
Cr Tyrrell Gardiner	-	Elected Member

<b>3. PUBLIC QUESTION TIME</b>
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None.

<b>4. PETITIONS/DEPUTATIONS/PRESENTATIONS</b>
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None.

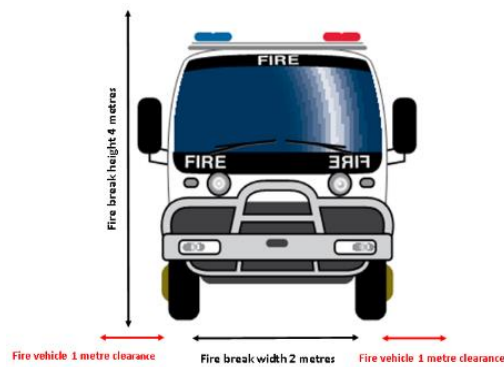
Note: Ms Emma Atkinson left the room at 7.00pm

**5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING****5.1 Bushfire Advisory Committee Meeting Held 5 August 2020****BUSHFIRE ADVISORY COMMITTEE RESOLUTION**

BFAC 09-20      MOVED -      Mr Clay Rose                      SECONDED -                      Mr Richard Stacey

**THAT the Minutes of the Bushfire Advisory Committee Meeting held on 5 August 2020, be confirmed as true and correct subject to the following corrections:**

- ***A typographical error was made in the BFAC Minutes in regards to the Fire Prevention Order. A correction is to be made to the wording for the Diagram provided for In Small Holding Zone on page 27. The correction is provided in red below:***



Minimum clearance for fire break in Small Holding Zone ~~general farming~~,  
restricted-use and tourist zones

CARRIED  
11/0



**6. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

None.

**7. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

None.

*Note Mrs Melissa Howard joined the meeting at 7.01pm  
Ms Emma Atkinson returned to the room at 7.01pm*

**8. 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.”

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

There were none.

**9. ACTION SHEET UPDATE**

None. No pending actions.

<b>10. REPORTS OF OFFICERS AND COMMITTEES</b>
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10.1 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>	Inc 483204 electrical false alarm. 485588 Structure fire Philips Rd false alarm. 486671 Rubbish fire Peninsula Lakes. 487221 Electrical pole top fire. 489562 Rubbish fire no action taken. 489582 Electrical Padbury Road. 492071 Road crash Martin Pelusey S/W Highway. 495522 Electrical Wespine.
<i>Appliance and Equipment</i>	Nil.
<i>Training</i>	Mike Milligan and myself recently attended a training session at Collie BFB. The Collie training officers are delivering the new training modules to their brigades. It looked good from what we saw.  I'm pleased we have 3 members that have stepped up Chris Botloop, Lindon Skeers attaining their trainer assessor's qualifications and Mike Milligan will be doing his soon. This will be a great boost to our brigades in the Shire of Dardanup.
<i>Meetings Held</i>	Hazzard reductions. Leadership desk top planning Meeting. RUI Planning Meeting. Regular meetings with EMO Melissa Howard brigade management. Training session on the HUB at Bunbury regional office.
<i>Membership – Recruitment/Resignation</i>	Nil.
<i>Concerns</i>	Mobilisation to the 2 LIAs in the Shire of Dardanup as previously raised last season. Brett Finlay and John Carter were going to have a plan drafted to ensure the correct mobilising occurs when a bushfire occurs in our Shire as Bunbury career brigade has the LIA in the Shire of Dardanup gazetted to Bunbury FRS. I would of liked to of seen this completed before the start of the bushfire season
<i>Initiatives</i>	
<i>Other News</i>	

**Item/s For BFAC Discussion**

None.

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

No Report.

### *Discussion:*

*Ms Jess Newman provided the Committee with a brief report. An update on works carried out was provided:*

- *A total of 5 burns were commenced today, with only one being located within the Shire of Dardanup, that being in Arcadia.*
- *Spotter flights have commenced with two fires recorded, none of which were located within the Shire of Dardanup*

*Ms Newman introduced the Committee to Ms Emma Atkinson and advised that she would be attended future meetings*

## 10.3 Title: Department of Fire & Emergency Services (DFES) – Mr Jason Maddern

### 10.3.1 *Training*

There are a couple of existing courses for new volunteers and plans are being made to complete the training of the Joshua Crooked Brook cadets. The increase in willingness over the last 12 months to get more Trainer and Assessor is a great achievement and asset for the Shire moving forward.

### 10.3.2 *COVID-19*

Brigades are reminded of the necessity to maintain appropriate social distancing and maintain a high level of cleanliness while we are still in this period of the COVID-19 pandemic.

### 10.3.3 *Seasonal Outlook*

BOM seasonal outlook is available at: <http://www.bom.gov.au/climate/outlooks/#/overview/video>. South West WA likely to experience an average rainfall over winter with late winter/early spring seeing an increase in rainfall over most of mainland Australia. Temperatures during the day and night are likely to be warmer.

### 10.3.4 *RUI Exercise*

A RUI exercise is proposed to be held in the Joshua/Crooked Brook area on 14 November 2020. It will be like the Wellington Mills exercise held in 2019. We will also hold a community engagement session as part of the RUI exercise.

### 10.3.5 *Pre-Season Forum*

The planned all of services forum for October/November has now been cancelled.

### 10.3.6 *High Season Fleet*

Has been approved and we will update Shires when they release a date these will arrive in region.

10.4 Title: Bushfire Training Officer Report – Vacant

No Report.

10.5 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)*

No Report. No incidents since last meeting.

*Discussion:*

*Mr Clay Rose advised that a Brigade committee meeting had been held together with a busy bee.*

10.6 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>	None since last BFAC.
<i>Appliance and Equipment</i>	Equipment in excellent order, PPE ordered for new members.
<i>Training</i>	Monthly. Completed Dardanup Town site Hydrant marking and cleaning.
<i>Meetings Held</i>	Relocation of station to Recreation Road site, meeting held. Presentation of photos and info of recent tour of Worsley FB.  Positive meeting with good attendance and many good points to consider with the building of new station .There will be a follow up meeting with the shire, members and DFES regarding design and fit out.
<i>Membership – Recruitment/Resignation</i>	Wayne Cross attended a DFES course regarding using of the Hub, to promote your brigade for recruitment and promoting to potential new members
<i>Concerns</i>	More of our members have become fly in fly out members , and some of our young members are working away or studying , although we have a large membership availability for weekday crews will be challenging
<i>Initiatives</i>	N/A
<i>Other News</i>	My self and Wayne Cross attended the tour of COM Centre with other Shire brigade members. Would highly recommend this tour to all members. Great insight to how the operations centre works and how we can help with the process.

**Item/s For BFAC Discussion**

None.

10.7 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.

Discussion:

Mr Richard Stacey provided the Committee with an update on the following matters:

- Possible 3 new members to be signed up;
- Upgrade of water supply has been made;
- Training for the Captain and FCO has been undertaken; and
- Have been communicating with the Community and will be addressing fire planning issues with businesses, such as St Aiden, and working with them on their evacuation plans.

10.8 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**

Fire Call Outs	None.
Appliance and Equipment	Nil to report.
Training	Underway every second Thursday of the month. Cadets then fire fighters. We have had several new members complete IFF and BFF which is great. Cadets and one Dad to complete BFF on weekend October 31 November 1. Planning for our "Personal and Property Fire Safety Workshop" is well under way, day after the AFL Grand Final.
Meetings Held	One committee meeting. Discussed the 14 November RUI, brigade very supportive.
Membership – Recruitment/Resignation	Nil.
Concerns	Coverage in the valleys, mobiles and radio. It will be interesting to see how the repeater works for our RUI.  Conference calls. When I join in most of the discussion has already taken place. So I do not know what and where. SMS list. How many members should I have on that list? I have four others besides myself. Is that enough?

	<p><u>Officer Comment – Mrs Erin Hutchins – Coordinator Emergency &amp; Ranger Services</u></p> <p>The SMS list is used to send to brigade members a ‘request to turn out to an incident’ by ComCen. This allows you to have any brigade member you would like to be sent this request, on the SMS list. It should be noted that this is different to the ‘000’ call that is currently set up for the CBFCO, FCOs and captains of the brigades.</p>
<i>Initiatives</i>	Undertaking a standpipe inspection activity at one of our trainings. Some have not worked in the past so we are checking them all out.
<i>Other News</i>	Nil.

### **Item/s For BFAC Discussion**

#### *Discussion*

*Committee discussed the process and procedures for Conference calls.*

*Note: Mrs Melissa Howard left the room at 7.17pm and returned 7.18pm.*

10.9            Title: Upper Fergusson District Fire Control Officer Report – Mr Rod Bailey

*Reporting Department: Upper Fergusson*

*Reporting Officer: Rod Bailey*

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

No report. No changes from last meeting.

#### *Discussion:*

*Mr Rod Bailey updated the Committee on the training carried out by the Brigade.*

10.10 Title: Waterloo District 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>	Only one callout - 20/08/2020 Southwest Hwy & Martin Pelusey Road Waterloo 3.4 to support Bunbury FRS. Stood down at station.
<i>Appliance and Equipment</i>	Waterloo LT. Front wheel alignment and or balance is out. See comments below.
<i>Training</i>	AVL & Training nights working well. Waterloo BFB has done RUI training night that showed several gaps in our new member's knowledge & a Burn/ Back burning exercise at West Pine.
<i>Meetings Held</i>	N/A
<i>Membership – Recruitment/Resignation</i>	N/A
<i>Concerns</i>	N/A
<i>Initiatives</i>	<p>The benefits of using Easy Burn "Quick Strike" Storm Proof Matches over the more traditional petrol drip torch in some Burn/Back burning exercises should be something that the Shire &amp; Brigade management should consider.</p> <p>The more controlled and gentle lighting especially under tree cover and in adverse conditions has benefits. There is also less chance of over enthusiastic application or accident that a drip torch can bring. This does not suggest a retiring or phasing out of the "Drip torch" but rather growing skill base that the two ignition sources have different strengths. I think "Quick Strike" Matches should be considered as standard BFB equipment for the oncoming season.</p>
<i>Other News</i>	-

**Item/s For BFAC Discussion**

1. Is there any indication when the Dardanup BFB Fleet is going to be able to purchase New Tyres as a wheel alignment on the end tyres would be a waste of money and not doing anything may do more damage.

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

To ensure compliance with the Shire's Procurement Policy, we are currently progressing through the 'Request for Quote' (RFQ) process. The Shire acknowledges the urgency to replace tyres on the Bushfire fleet and will ensure this progresses in a timely manner. As with the new fleet servicing RFQ, once established, it will allow for tyre change overs to be addressed immediately in the future.



**Discussion:**

Mr Rod Drennan spoke to the report and discussed the use of the Easy Burn “Quick Strike” Storm Proof Matches and asked the Committee if this was an item that they could use and could they be purchased for the brigades through the ESL.

Mr Jason Maddern advised the Committee that currently the “matches” were not covered under ESL and that future training on their use would be undertaken and following this, would then be available under ESL.

10.11 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>	Nil
<i>Appliance and Equipment</i>	1.4 has been serviced and all seems to working well
<i>Training</i>	<p>We have in house appliance refresher training scheduled for Mid-October</p> <p>We have completed inductions for 6 new members.</p> <p>3 people completed first aid training in September.</p> <p>1 completed Sector Commander and Navigation skills.</p> <p>1 completed Crew Leader and Advanced Bushfire Fighting</p> <p>1 completed Child Safe, Child Friendly Organisation online.</p> <p>We have 1 confirmed and 1 other waiting for confirmation for Introduction to Firefighting</p> <p>Our Training Officer is booked for Workplace Trainer Assessor in October</p> <p>By this meeting we will have arranged in house WAERN Radio refresher with DFES.</p>
<i>Meetings Held</i>	We recommence monthly committee meeting from 5 <sup>th</sup> October
<i>Membership – Recruitment/Resignation</i>	<p>We have been promoting membership for more women in our brigade and have recently added 3 new members. This takes our new members to 7 since the last fire season. (some applications are pending).</p> <p>Our committee will review our membership list in October and write to those non active members to confirm their status.</p>

<i>Concerns</i>	<p>See below for discussion.</p> <p>At the time of this report we have not had a request for exemption to Fire Breaks. I am not sure that property owners are aware of the new Fire Prevention Order.</p> <p><u>Officer Comment – Mrs Erin Hutchins – Coordinator Emergency &amp; Ranger Services</u></p> <p><i>Information in relation to the requirements of the Fire Prevention Order is available on the Shires webpage. As advised at the September BFAC, hard copies can be provided to the community and FCOs upon request. In addition, information advising of key dates and where to find additional information, will be sent out to all households in October. A Community Bushfire Webinar is scheduled for Sunday 8 November to promote a shared responsibility in preparing for the fire season. The Shires Media Officer will be promoting the event through several forums.</i></p>
<i>Initiatives</i>	<p>We would like to introduce a Men’s Health Awareness program into our brigade with a view to extending it into other SoD brigades.</p>
<i>Other News</i>	<p>We have taken delivery of cotton shirts, cotton polo shirts for our brigade members. We have a busy bee around our shed planned for mid-October.</p>

### **Item/s For BFAC Discussion**

1. We recently applied for funding for materials to create access to the building adjacent to our fire shed. The funds would assist us to cut a personal door access way between the two buildings and provide new lighting to conduct training and meetings. The funding was declined by SoD yet the SoD has funding set aside for air conditioning to that building for Fire Brigade meetings and training. Without the personal door, access would be via a roller door which would not be raised and lowered every time someone enters or exits. (Door gets left open and air con is useless.

The Building is currently being lined and ceilings fitted by locals and has been offered to the brigade for training etc. This seemed like a far cheaper option to utilise this building rather than fitting training rooms etc into our Fire Shed.

Furthermore we understand that Toilet and shower facilities are to be added to our Brigade Building in the near future. We did not make a request for these facilities and we are greatly concerned that \$45-50,000 can be made available for toilets but no funding to meet our request for equipment that WILL assist us with firefighting.(refer to our previous request for assistance toward a utility vehicle)

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

The Shire included Wellington Mills request for materials to create an access way between the two buildings in the 2020-21 LGGs submission to DFES. Unfortunately, the request was unsuccessful.

In addition, through liaison between the Shires Infrastructure Department and the Wellington Mills Brigade, the LGGs application also included a request to provide toilet and shower facilities at the Wellington Mills brigade. DFES approved this request and provided relevant funding to the Shire for this purpose. As advised by Luke Botica – Director Infrastructure at the Ferguson Valley Advisory Group meeting, if the Shire was successful in securing necessary funding the Shire would discuss the concept further with the Brigade before progressing. It should be also be noted that if a decision is made not to progress with the toilets and shower facilities, the money is to be forfeited and returned to DFES accordingly.

As part of the Shires Asset Management Plan, managed by the Infrastructure Department, the current air conditioner inside the former Wellington Mills Brigade was identified for replacement in 2020-21 and a budget was allocated by the Shire accordingly.

In relation to a utility vehicle, as advised at the August BFAC meeting:

*“The Shire relies on its allocation from the Local Government Grant Scheme (LGGs) each year to financially support each brigade. The purchase of a utility vehicle, including ongoing costs such as servicing and maintenance, fuel and insurance sit outside the LGGs and classified as ineligible. The Shire is not in a position to cover any Bushfire Brigade costs outside of the LGGs, therefore is unable to assist with the purchase of a roadworthy vehicle and ongoing registration and insurance”.*

2. Is there a Men’s Health Awareness program within the SoD or DFES that we can draw from?

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

The DFES Wellness Team provide a variety of online tools and resources in addition to making regular visits to brigades, groups or units throughout Western Australia. They offer a range of support services that are freely available to emergency services volunteers and their immediate families. The support is built around several key services aimed at contributing to psychological, physical and spiritual health and well-being.

Key wellness services include:

- Advisory, consultancy, visitations and ceremonies
- Peer Support Program
- Critical incident responding
- Physical health and wellness support
- Counselling through the Employee Assistance Program (EAP) for volunteers and their immediate family members
- Assistance with coaching and mediation undertaken by an external psychologist
- Information on other appropriate services (e.g. Beyond Blue, Crisis Care etc.)
- Mental Health First Aid training
- 'Helping the Helper' Presentations etc.

In addition, DFES also offer Chaplaincy Services. The Wellness Chaplain provides confidential pastoral care, guidance and support to WA emergency services personnel and their families in the event of traumatic or stressful incidents, or in relation to personal issues affecting them.

This may take place over the telephone, at the site of an incident, at a hospital, a person’s home or in the workplace.

The Chaplain works with emergency services personnel to provide total care by ensuring spiritual and emotional wellbeing are given the same attention as physical health. Attending to the needs of members is of major importance to the Chaplain.

Support is available to people of all faiths about;

- Health
- Safety
- Welfare
- Faith and Spirituality

More information can be found on the DFES Volunteer Hub.

*Discussion:*

*Mr Ian Bridge updated the Committee on meetings held at the Brigade and the positive work being undertaken with the community on the Bushfire Ready program.*

*The Committee discussed the matter of Men's Health, as a Community activity. It was agreed that Mrs Susan Oosthuizen would discuss the matter with the Shires Manager, Place & Community to investigate the possibility of carrying out a Shire activity.*

**ACTION 01/21**      *Director Sustainable Development, Ms Susan Oosthuizen – To investigate the possibility of the Shire of Dardanup carrying out a Men's Health Program across the Shire.*

10.12      Title: West Dardanup District Fire Control Officer Report – Mr Neil Dyer

Reporting Department:      West Dardanup Bush Fire Brigade

Reporting Officer:          Neil Dyer

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

**Activity Report Since Last BFAC Meeting**

<b>Fire call outs</b>	1 call out – transformer failure and minor ignition.
<b>Appliance &amp; Equipment</b>	Appliance working well following full service.
<b>Training</b>	In-house training ongoing.
<b>Meetings Held</b>	Met with representative from the Shire and the CBFCO at the Harold Douglas Standpipe to ensure its operation will not be adversely impacted by the installation of a school bus shelter on the site. It was agreed that the shelter is able to remain providing suitable access is now installed on the site.
<b>Membership Recruitment/Resignations</b>	3 x new members. All are new recruits, so training is being arranged for them.
<b>Concerns</b>	Nil
<b>Initiatives</b>	Held a station open day on 12 September and will be holding a follow up open day on 11 October. Intent of the open days is to introduce the brigade to the new and existing members. The first day did not have a lot of people attend but allowed an opportunity for old members to call in and say hello and

	new residents the opportunity to meet the brigade and see inside the station.
<b>Other news</b>	None.

### **Item/s For BFAC Discussion**

None.

#### *Discussion:*

*Mr Neil Dyer discussed the recent training undertaken at the Brigade and that the recent open day resulted in 10 new members, which was a great result. He advised that open day was carried out on a Sunday, as opposed to the normal Saturday, which may of contributed to the good turnout.*

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

*Reporting Department:      Shire of Dardanup*

*Reporting Officer:          Mrs Erin Hutchins – Coordinator Emergency & Ranger Services*

#### 1.      *Bushfire Brigade Local Law*

At the last BFAC meeting it was reported that the Shire of Dardanup Bush Fire Brigade Local Law was adopted by Council on the 8 August 2003 [Resolution 118/03] with a subsequent amendment being adopted 13 February 2008 [Resolution 27/08]. This sits outside the requirements of s3.16 of the Local Government Act 1995 where a review is to be conducted within 8 years from the day each Local Law commenced, or from when a report of a review of the Local Law was accepted therefore, required review.

A review has now been completed. The aim was to be responsive to local requirements and provide clarity on the roles and responsibilities of the brigades, their committee of management and other positions of leadership. Comments were invited from each Brigade, through their FCO by Monday 5 October, in regards to the proposed changes. A copy of the proposed Local Law is provided (Appendix BFAC: 10.13A).

In addition, as per statutory requirements, the amendments to the Local Law, once supported by Council, will be advertised providing another opportunity to make further comment. Following the public consultation period, Officers will prepare a report for the OCM, recommending that Council support the proposed changes. Once the Bush Fire Brigade Local Law has been endorsed, the Constitution will no longer be in effect.

**Discussion:**

The brigade were advised that this was a preliminary draft that was going to Council in October for consideration, prior to being published for public comment. The brigade will have an opportunity during the advertising period to make further submissions.

Mrs Erin Hutchins spoke to the report and the Committee requested the following investigation and subsequent amendments, if required, to the Bush Fire Brigade Local Law.

- **Item 3.6 – Holding of annual general meeting**  
A bush fire brigade is to hold its annual general meeting during the month of March each year.

Committee proposed that this date be changed to April.

<b>ACTION 02/21</b>	<b>Ranger &amp; Emergency Services Coordinator, Mrs Erin Hutchins – To review the AGM date in Bush Fire Brigade Local Law and if required change the AGM meeting date to April of each year.</b>
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- **Item 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 accompanied by a completed form in the form of that in Appendix 1.

Committee proposed that Appendix 1 be removed from the Bush Fire Brigade Local Law as the form that is used now is one that is provided by DFES.

It was noted that the application form that was in the previous local law did not need to be included in the draft new local law.

**BUSHFIRE ADVISORY COMMITTEE RESOLUTION**

BFAC 10-20      MOVED -      Mr Chris Hynes      SECONDED -      Mr Brendan Put

**THAT the Bushfire Advisory Committee advise Council that they support the proposed draft Shire of Dardanup Bush Fire Brigade Local Law 2021 and suggest that upon review of the local law that the following amendments be considered:**

- **The Annual General Meeting date be changed from March to April.**
- **Notes that Appendix 1 – Application Form is no longer required to be prescribed.**

CARRIED  
11/0

**2. Appliances and Equipment Servicing**

All appliances have been serviced by South West Fire for the 2020/21 period. Thank you for your assistance.

**Information Only**

### 3. Training

To ensure Brigades get to maximise any required training opportunities, there are several options an Officer can take;

- Apply to sit on any training, as outlined in the Volunteer Training Calendar, via the DFES Volunteer Hub (you **MUST** get approval from your Captain/FCO and advise the Shire before applying online);
- Apply to sit on any training organised by another SW Shire via the DFES Volunteer Hub (you **MUST** get approval from your Captain/FCO and advise the Shire before applying online);
- If Brigade Training Officer/s identify any training needs within the Brigades, they can put this forward to the Shire. The Shire can then liaise with DFES, who if possible (Trainer dependant) will add the training to the portal. This will allow for members to register as well as surrounding Shires to get on board. This will ensure we meet the minimum student's numbers for a course to run as provided (Appendix BFAC 10.13B).

The following ground rules, recommended by DFES, are applied when Volunteers from other LG areas attend training courses;

- The host LG should provide catering to all, with a view that this courtesy will be reciprocated for all SW Volunteers attending any out-of-area courses;
- Any 'visiting' Volunteers should provide their own Learner's Manual, either printed or on an IT device. The Volunteer can either print their own, or source one from their own LG Training Coordinator;
- The host LG should provide any course documentation to all, ie. PowerPoint and/or course handouts, assessment papers, etc; and
- Any travel and/or accommodation expenses should be met by the Volunteer's home LG (you **MUST** get approval from the Shire prior to applying online).

#### Information Only

### 4. BFAC Minutes

FCOs sit on the BFAC as a representative of their Brigades. It is essential that the minutes and any other pertinent information is shared amongst your Brigade and is suggested that the BFAC minutes are tabled at your Brigade meetings. This will to ensure everyone is kept informed.

#### Information Only

## 5. Local Government Grant Scheme (LGGS)

The following Local Government Grants Scheme 2020/21 budget figures are provided for information purposes only.

<b>Budget</b>	
<b>Line Item 1-8 Operating Grant</b>	\$155,000.00
<b>Line Item 9</b>	\$3,971.00
<b>Additional State Government 2020/21 Insurance Allowance</b>	\$9,864.00
<b>ESL – Total Gross Operating Grant</b>	<b>\$168,835.00</b>
<b>Less Expenditure</b>	
ESL - Insurance	-\$39,531.09
ESL - Expenditure	-\$65,612.34
<b>ESL – Total Expenditure</b>	<b>(\$105,143.43)</b>
<b>Funds Remaining as at October 2020</b>	<b>\$63,691.57</b>

Approved Capital Grants – Funded by the State Government WA Recovery Plan Initiative

<b>Brigade</b>	<b>Description</b>	<b>Funding</b>
Dardanup Central BFB	New facility incl. amenities and fitout	\$450,000.00
Wellington Mills BFB	Disabled Toilet & Shower	\$44,200.00
	<b>TOTAL</b>	<b>\$494,200.00</b>

Approved Capital Grants

<b>Brigade</b>	<b>Description</b>	<b>Funding</b>
Dardanup Central BFB	Light Tanker	\$200,000.00
Joshua Crooked Brook BFB	Light Tanker	\$200,000.00
	<b>TOTAL</b>	<b>\$400,000.00</b>

Approved Carryovers

<b>Brigade</b>	<b>Description</b>	<b>Funding</b>
Waterloo BFB	2 appliance bay facility & amenities including furniture fit out.	\$393,909.00
	<b>TOTAL</b>	<b>\$393,909.00</b>

### Information Only

*Discussion:*

*Mrs Erin Hutchins reminded the Committee of the Postcard Fire Notice available for all FCO's and brigades. She provided the Committee with opportunity to take with them Postcards for use at the Brigades and by the FCO's.*

*The Committee requested the inclusion of "dates" and "000" be placed on the postcards. Mrs Hutchins advised that when ordering more stock the information could be updated for the next print run.*

*The Committee discussed at length the allocation of vehicles.*



10.14            Title:    Firebreak Exemption – Senior Ranger – Mr Murray Halden

*Reporting Department:        Shire of Dardanup*

*Reporting Officer:             Mr Murray Halden – Senior Ranger*

Consideration needs to be given for the following applications for exemption or variations to the fire prevention measures taken out by the following applicants in accordance with the Bush Fire Act 1954 and pursuant to the Shire of Dardanup Fire Prevention Order.

Request for Fire Break Exemptions received as follows. Submissions are provided for in (Appendix BFAC: 10.14)

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
1.4.20	Russell Sheridan	A4295	101	39	Twomey Road	Crooked Brook	All property infrastructure is protected by reticulation and expensive Kikuyu Lawns. I require an extension from this Fire Season to upgrade boundary breaks. Crooked Brook has a large footprint on the property which causes access issues because of the terrain.	I am in the process of engaging an executor to remove trees to obtain better access.	Peter Robinson <b>Recommended</b>	3	2023
14.9.20	Sarah Rees	A8059	90	35	Meadow Lane	Dardanup West	We have fencing in place for horses, as well as trees along the edge of the property, Our block shape and location of some sheds would make installing the required fire breaks difficult.	We trim back trees and burn off where appropriate each year. Our block is fully reticulated and remains green throughout summer. We keep all lawns and paddock area cut and line trimmed throughout the summer months. We also have Water Corp drains running down two sides of the property. The alternative measures proposed will be maintained yearly.	Neil Dyer <b>Recommended</b>	3	2023
11.9.20	Rob Allen	A8001	331	17	Venn Road	Dardanup West	Southern boundary is adjacent to neighbouring irrigated pasture land. Western boundary is adjacent to main water drain, 2 metres wide always with water. North western boundary is adjacent to main road.	Drive way through property divides the property by mineral earth break. Grasses grazed by stock and kept green and short.	Neil Dyer <b>Recommended</b>	3	2023
6.8.20	Leanne Tyler	A11676	105	0	Holland Loop	Dardanup West	Due to the presence of a wide limestone bridal trail/ emergency vehicle access path running parallel to the north and west side of the property.	There will be a drive-way through the property which will be located South of central to the property. This will be 3 metres wide which is wide enough for emergency vehicles to access. The house	Neil Dyer <b>Not Recommended</b> Property owner will comply with the Shire		

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
							The emergency vehicles have full access to both those sides of the property so we are asking requesting a fire break exemption on the north and west side only.	which will be built in the middle of the property.	of Dardanup Fire Prevention Order		
15.7.20	Greg Newman	A8327	9	41	Rich Place	Dardanup West	Pasture is required for stock	Firebreaks will be completed. Property owner has mobile firefighting rig on property. Bobcat also on the property if required in emergency situation.	Property owner will comply with the Shire of Dardanup Fire Prevention Order  <b>Not Recommended</b>		
5.9.20	Ian Bridge	A10679	33	221	Wellington Mills Road	Ferguson	Meeting the current 4 metre clear break is impossible in 2 locations on our property. These locations are not accessible by a fire appliance anyway.  The 2 metre bare earth break is in place. The area is deep ravine, steep sides and heavy wooded.	The additional 2 metres of cleared area, beyond the 2 metre bare earth fire break will be grazed by livestock and cleared of low level vegetation.  The large trees that fall within the 4 metre area cannot be removed.	Rod Bailey  Recommend	3	2023
5.10.20	LJ & CA Hewson	A3855	27	22	Japonica View	Wellington Mill	Our property is very steep, falling in levels from the S/E corner to the North and from the East to the West down to Badgeree Creek (abutting the old rail reserve and Wellington Mill Road). To have a 2 metre cleared of all vegetation will certainly always create area of wash in	<ul style="list-style-type: none"> <li>The following are measures we have in place or conditions around our property.</li> <li>Spraying will be done around all outbuildings /sheds etc to the required distance.</li> <li>Spraying will be done to the fence west of the orchard for the full length and to the required distance.</li> </ul>	Ian Bridge  <b>Pending</b>	3	2023

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
							<p>rain events, you will observe a fallen very large red gum tree in the attached map, when the contactors cleared the detritus this winter is visible to your officers to view the northern end of the paddock. We also have stock in the paddocks (dexter cattle) that are free to graze (external of our gardens) the entire property and they maintain this to below 80 millimetres in height for the year round, being supplemented with hay for winter/.summer periods. The area of approx. 1.25 acres to the western end is all creek flats, steep banks, granite outcrops and Badgeree Creek, spraying of this area is not practical, and in fact will lead to even more erosion in most instances.</p>	<ul style="list-style-type: none"> <li>• There is a minimum of 5 metres lawns around the house on all sides, except the driveway and the paving under the clotheslines.</li> <li>• We have our own power supply to facilitate pumps etc, for wetting down area during an event, including 24 hours fuel supply.</li> <li>• To the east we have Japonica View road reserve, we keep our side clear of vegetation outside the fence of the road to avoid spraying inside the fence.</li> <li>• The southern and northern boundaries are tree lined and grazed 365 days a year, no vegetation is above 80 millimetres, due to grazing.</li> <li>• We carry approximately 170,000 litres of water in 2 tanks with "camlock" fittings for use in an event, these can be refilled by a pump on Badgeree Creek and have approx. 150 metres of hose that can be connected to any/all of the outlets we have around the house and shed up in the top paddock.</li> </ul>			
5.10.0	John & Lynn Eiszle	A4319	12	68	Bailey Loop	Dardanup West	<ul style="list-style-type: none"> <li>• Each paddock has established lawn.</li> <li>• Horses and sheep maintain 50 millimetres height.</li> </ul>	<ul style="list-style-type: none"> <li>• Sprinkler system in each paddock/lawns.</li> <li>• Generator can run water pumps.</li> <li>• Regular mowing/animal rotation of paddocks</li> </ul>	Neil Dyer <b>Pending</b>	3	2023

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
							<ul style="list-style-type: none"> <li>Each paddock has ¾ lines of sprinklers</li> <li>Large soak at rear can be used irrigation</li> <li>Lane access to rear of property</li> <li>Water pumps can be run by generates</li> </ul>	<ul style="list-style-type: none"> <li>Liaise with Council to maintain fire standard</li> <li>Fire vehicles access to all crews</li> <li>Soak – back up water source</li> </ul>			
5.10.20	Tom Beard	A4193	75	0	Harold Douglas Drive	Dardanup West	A large part of my property is under lawn and reticulation. The remainder of the property has a 3 metre perimeter mowed to 50 millimetres or less and access for any fire vehicles is very good.	The breaks and access is mowed fortnightly. I have water running to all corners of my property. General cleanliness and condition of property is very good.	Neil Dyer <b>Recommended</b>	3	2023
5.10.20	Robert Humphries	A7039	122	54	Hutchinson Road	Burekup	Have stock (horses) on property. Grass needed for summer feed.	Slash to 15 metres inside boundary all around block with 2 metre fire break around four boundary sides as well.	Clay Rose <b>Recommended</b>	3	2023
5.10.20	Kim Knight	A7080	33	101	Shenton Road	Burekup	Shenton Road frontage has many trees and grass is kept mown. Similar along parts of side boundaries. Fire breaks will be installed in other areas. Some section rear river are permanently green and kept mown. Spray side boundaries from creek to creek.	Regular mowing/slashing to front and side boundaries and to road verge. On-going clean-up of creek area.	Clay Rose <b>Recommended</b>	3	2023
5.10.20	Barry Garvey for Barry and Patrick Garvey	A11148	9002 & 401	0	Padbury Road	Dardanup West	The 2 lots are farmed as one location. Cattle are grazed on both lots and have been for 2 or 3	Fire breaks will be constructed around the perimeter of the lots and through the centre.	Neil Dyer <b>Recommended</b>	3	2023

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
							years. Tom Busher leases the 2 lots off us. He relies on rye grass for summer feed.				
5.10.20	Garry Mader	A10255	200	6	Rich Place	Dardanup West	I have no problem with doing the fire breaks, it is the grass in the paddock. I have stock (horses/cow) and would like the grass to set seed which sometimes takes longer than the 30 November. Once the grass sets seed.	I have my own slasher now to mow the legal height	Neil Dyer <b>Recommended</b>	3	2023

*Discussion:*

Mr Richard Stacey presented a late 3 year fire break exemption for Lot 624 (19) Tyrrell Road at the meeting. The exemption was recommended by the FCO. The Committee endorsed the late exemption and the resolution was updated to include the late notice.

Following the distribution of the Agenda and prior to the commencement of the meeting the following pending exemptions were approved by the relevant FCO and the resolution has been updated to reflect the changes.

- Exemption for Greg Newman - Lot 9(41) Rich Place was approved for 3 years.
- Exemption for John & Lynn Eiszele – Lot 12(68) Bailey Loop was approved for 3 years.
- Exemption LJ & CA Hewson – Lot 27 (22) Japonica View, was approved for 1 year.

**BUSHFIRE ADVISORY COMMITTEE RESOLUTION “A”**

BFAC 11-20      MOVED -      Mr Neil Dyer                              SECONDED -                      Mr Clay Rose

**THAT the Bushfire Advisory Committee grants the following firebreak exemption/variations for 3 year duration commencing from the 2020/2021 firebreak season:**

Applicant	Property	Assessment	Years	Fire Season Expiry
Russell Sheridan	Lot 101 (39) Twomey Road, Crooked Brook	A4295	3	2023
Sarah Rees	Lot 90 (35) Meadow Lane, Dardanup West	A8059	3	2023
Rob Allen	Lot 331 (17) Venn Road, Dardanup West	A8001	3	2023
Ian Bridge	Lot 33 (221) Wellington Mills Road, Ferguson	A10679	3	2023
Tom Beard	Lot 75 Harold Douglas Drive, Dardanup West	A4193	3	2023
Robert Humphries	Lot 122 (54) Hutchinson Road, Burekup	A7039	3	2023
Kim Knight	Lot 33 (101) Shenton Road, Burekup	A7080	3	2023
Garry Mader	Lot 200 (6) Rich Place, Dardanup West	A10255	3	2023
Barry Garvey for Barry and Patrick Garvey	Lot 9002 & 401 Padbury Road, Dardanup West	A11148	3	2023
Greg Newman	Lot 9 (41) Rich Place, Dardanup West	A8327	3	2023
Lisa Constantine & Andrew Carrick	Lot 624 (19) Tyrrell Road, Ferguson	A7315	3	2023

CARRIED  
11/0

**BUSHFIRE ADVISORY COMMITTEE RESOLUTION "B"**

BFAC 12-20 MOVED - Mr Neil Dyer SECONDED - Mr Richard Stacey

**THAT the Bushfire Advisory Committee denies the following firebreak exemption/variations commencing from the 2020/2021 firebreak season:**

Applicant	Property	Assessment	Years	Fire Season Expiry
Leanne Tyler	Lot 105 Holland Loop, Dardanup West	A11676	3	2023

CARRIED  
11/0

**BUSHFIRE ADVISORY COMMITTEE RESOLUTION "C"**

BFAC 13-20 MOVED - Mr Richard Stacey SECONDED - Mr Chris Hynes

**THAT upon review the Bushfire Advisory Committee recommends the following actions in regards to firebreak exemption/variations commencing from the 2020/21 firebreak season:**

Applicant	Property	Assessment	Years	Fire Season Expiry	BFAC Recommendation
LJ & CA Hewson	Lot 27 (22) Japonica View, Wellington Mill	A3855	1	2023	Recommended
John & Jynn Eitzele	Lot 12 (68) Bailey Loop, Dardanup West	A4319	3	2023	Recommended

CARRIED  
11/0



10.15 Title: Bush Fire Response Plan – Senior Ranger – Mr Murray Halden

Reporting Department: Shire of Dardanup

Reporting Officer: Mr Murray Halden – Senior Ranger

The current Bush Fire Response Plan was adopted by BFAC on 14 October 2014 and Council on 5 November 2014 and there has been a new focus to review the existing plan with an aim to provide a strong bush fire response capability for the protection of lives and property within the Shire of Dardanup.

The overall bush fire risk within the Shire of Dardanup has been rated as medium to extreme. Historically, there has always been fires throughout the Shire and there will always be the risk of fires in the future during the spring and summer months.

The greatest threat from bushfires is the high fuel loads within the National Parks, Reserves, unallocated crown land and private land. These factors coupled with hot summer weather, low relative humidity and strong winds make communities vulnerable.

After reviewing the Bush Fire Response Plan it was considered the plan does not reflect the current need to provide a contemporary set of fire response arrangements for the overall protection of the community.

The aim of the plan is to detail the emergency response plan for bush fire events which may occur and covers the whole of the Shire of Dardanup. The plan is also to guide the brigades in bush fire operations and ensure the response is coordinated to enhance community safety and an environment in which residents can feel safe.

Following a review by DFES and Shire of Dardanup Officers, an updated Bush Fire Response Plan was circulated and comments were invited from each Brigade, through their FCO or Captain by Monday 5 October, in regards to the proposed changes. A copy of the proposed Bush Fire Response Plan is provided (Appendix BFAC 10.15).

*Discussion:*

*The Committee discussed the following amendments to the plan.*

- *7.8 – Appendix H – Industrial / Infrastructure Risk Register*
  - *Inclusion of Cleanaway*
  - *Inclusion of Phoenix Petroleum*
  - *Momentive name change to Hexion Australia Pty Ltd*

*The Committee discussed accommodation businesses and their evacuation plans. It was agreed that the Shire collate a separate listing with contact details and distribute to the FCO' as a separate document to the Bush Fire Response Plan.*

**ACTION 03/21**

**Ranger & Emergency Services Coordinator, Mrs Erin Hutchins – To populate an Accommodation listing for the Shire with emergency contact details and distribute to the Brigades.**

**BUSHFIRE ADVISORY COMMITTEE RESOLUTION**

BFAC 14-20      MOVED -      Mr Chris Hynes      SECONDED -      Mr Rob Drennan

**THAT the Bushfire Advisory Committee recommends that:**

1. Council adopts the Shire of Dardanup Bush Fire Response Plan (Appendix BFAC 10.15) with the following amendments:
  - 7.8 – Appendix H – Industrial / Infrastructure Risk Register
    - Addition of Cleanaway;
    - Addition of Phoenix Petroleum; and
    - Change name of Momentive to read Hexion Australia Pty Ltd.
2. The Bushfire Response Plan is reviewed annually and presented at the October Bushfire Advisory Committee meeting for Bushfire Advisory Committee and Council endorsement.

CARRIED  
11/0

**11. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

None.

**12. NEW BUSINESS OF AN URGENT NATURE**

None.

**13. MATTERS BEHIND CLOSED DOORS**

None.

**14. CLOSURE OF MEETING.**

*Discussion:*

*Mr Brendan Putt advised the Committee of the Dardanup Central recent fund raising initiative, that being the deposits on cans and bottles. He advised the Committee of the process and recommended other Brigades investigate as it is an excellent funding raising venture.*

*The Committee agreed that it was a great incentive.*

The Chairperson advises that the date of the next Bush Fire Advisory Committee Meeting will be Wednesday 17 March 2021, 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 8.08pm.