

The logo for the Shire of Dardanup features a stylized, flowing line in shades of green and blue, resembling a mountain range or a wave.

Shire of Dardanup

A G E N D A

BUSHFIRE ADVISORY COMMITTEE MEETING

To Be Held

Tuesday, 21 May 2019
Commencing at 7.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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NOTICE OF BUSHFIRE ADVISORY COMMITTEE MEETING

Dear Committee Member

The next Shire of Dardanup Bushfire Advisory Committee Meeting will be held on Tuesday 21 May 2019 in the Council Chambers, Shire of Dardanup - Administration Centre Eaton, 1 Council Drive, Eaton - commencing at 7.00pm.



MR ANDRÉ SCHÖNFELDT
Chief Executive Officer

Date: 16 May 2019

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

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

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COMMITTEE MEMBERS:

Mr Robert Doherty FCO Wellington Mill District (Chairperson)
Mr Richard Stacey - FCO Ferguson District (Deputy Chairperson)
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 Buck - FCO Joshua/Crooked Brook

Mr Tim Wall – Representative Department of Fire & Emergency Services
Tim Hutton – Department of Biodiversity, Conservation and Attractions

Cr Peter Robinson	-	Elected Member
Cr Tyrrell Gardiner	-	Elected Member
Cr. Patricia Perks	-	Elected Member

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 Engineering & Development Services
Mr Brenton Scambler	-	Manager Development Services

COUNCIL ROLE

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

DISCLAIMER

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

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

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

SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING TO BE HELD ON TUESDAY 21 MAY 2019, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 7.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Officer, Mr Luke Botica, to declare the meeting open, welcome those in attendance and refer to the Disclaimer and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

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

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

2.1 Attendance

2.2 Apologies

Mr Peter Buck – FCO Joshua/Crooked Brook Brigade

Mr Richard Stacey – FCO Ferguson Brigade

Mr Robert Doherty – FCO Wellington Mills

3. ELECTION OF CHAIRPERSON & DEPUTY CHAIRPERSON

3.1 Election of Chairperson and Deputy Chairperson – Executive Governance Officer – Mrs Donna Bailye

At the Bushfire Advisory Committee meeting on 13 October 2017, elections were held for the position of Chairperson and Deputy Chairperson.

Both positions were accepted by the current Chairperson, Mr Robert Doherty and Deputy Chairperson, Mr Richard Stacey with the provision that the period of tenure for both positions be for a 12 month period only, with the positions expiring in October 2018.

The Committee discussed the election of Chairperson and Deputy Chairperson of the Bushfire Advisory Committee at the meeting on the 16 October 2018. It was agreed that this matter be deferred until the next meeting. (BFAC 12-18)

THAT the Bushfire Advisory Committee defer the election of the Chairperson and Deputy Chairperson to the next Bushfire Advisory Committee Meeting.

In accordance with Section 38 of the Bush Fires Act 1954, the election of Bushfire Control officers is carried out each year and the information is provided to the Bush Fire Advisory Committee. This matter is to be dealt with in Item 10.16 of this Agenda.

The Shire of Dardanup will be undertaking Local Government Elections in October 2019. All new Councillors will be sworn into Council and all Councillors will be appointed to Committees of Council at a Special Meeting of Council on the 23 October 2019.

It is therefore proposed that the Election of Chairperson and Deputy Chairperson be deferred until the next meeting of the Bush Fire Advisory Committee. It is proposed that this meeting be held on the 29 October 2019 or the 5 November 2019.

This will ensure that all incoming FCO's and new Councillors will be able to nominate for the position of Chairperson or Deputy Chairperson.

To support this action, the following resolution is presented.

OFFICER AND BFA COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee:

1. Defer the election of Chairperson and Deputy Chairperson until the next Bush Fire Advisory Committee to be held on 2019;
2. In accordance with Section 5.14 of the Local Government Act appoint as the presiding member for the meeting of the 21 May 2019.

4. PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 Bushfire Advisory Committee Meeting Held 16 October 2018

BFAC RECOMMENDED RESOLUTION

THAT the Minutes of the Bushfire Advisory Committee Meeting held on 16 October 2018, be confirmed as true and correct subject to no / the following corrections:

6. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

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

None.

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.”

9. ACTION SHEET UPDATE

PENDING ACTIONS:

ACTION & MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
ACT 09/16 22/03/16	Chris Hynes	Community Emergency Services Manager – Matter to be tabled at the next Fire Shed meeting. Delegate task to small group to deal with the matter. Prepare a job description and then bring back to the Shire for Council consideration.	<p>Mr Chris Hynes – Following our recent Fire Shed meeting it was agreed that the brigades require the services of a CSEM Officer. I would like to bring this back as a matter to be addressed by the Shire.</p> <p>Mr Luke Botica – We are looking at this matter internally. We will be discussing in the near future and will look at all possibilities. Will report back at a later date.</p> <p>Mrs Erin Hutchins – initial discussions with DFES indicated there was no available funding for a CESM within the Shire; however the Shire has allocated funding for a new position of Emergency Officer to assist with supporting the brigades. This newly created position will see a support person working 15 hours a week.</p> <p>16/10/18 Mrs Erin Hutchins advised that the Emergency Officer, Ms Natalie Robertson, will commence with the Shire on Tues 23 October 2018.</p> <p>Mr Steve Potter advised the committee that Funding model applied by DFES for the CESM position is a 50/50 contribution on the part of DFES and the Shire. He commented that in the event that DFES did offer to fund 2.5 days per week, the Shire would already be contributing its portion and the position could increase. However clarified that the current position has been created for 15 hours per week with no outlook to increase these hours.</p> <p>Mr Robert Doherty queried what would happen to the Emergency Officer position if the funding does become available.</p>	Ongoing

ACTION & MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
			<p>Mrs Erin Hutchins advised that the CESM is a different position and would go through a selection process. Clarifying that the current position is permanent part-time.</p> <p>Mr Robert Doherty went on to comment that both positions will not be required.</p> <p>Mr Luke Botica responded that this would be assessed when funding was secured.</p>	
ACT 14/16 24/05/16	Luke Botica	Shire to define a policy on roadside burning consistent with the needs identified in the proposed Bushfire Risk Management Plans.	<p>The Shire of Dardanup will provide the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Fire Control Officers with maps to enable high risk areas and fuel loads to be mapped by hand.</p> <p>The Shire will:</p> <ul style="list-style-type: none"> • Electronically map the identified areas and design a strategic plan to mitigate these areas (through burns). • Responsible for all community liaisons in the lead up to burns and other mitigation practices relating to the strategic plan. • Responsible and provide all traffic management during burns and other mitigation practices relating to the strategic plan. <p>Bush Fire Brigade Officers are covered under the Shire's insurance when conducting 'normal brigade activities' (refer Section 35A (c) specifically for fire prevention activities) of the Bush Fires Act 1954).</p> <p>Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer or Fire Control Officers to complete burn prescription (refer to Office of Bushfire Risk Management (OBRM) Basic Prescribed Fire Plan Package).</p> <p>The Shire of Dardanup will provide refreshments to active brigade members participating in the mitigation works.</p>	Complete

ACTION & MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
			<p>The Shire is still looking at undertaking the mapping. Due to the delays experienced this season with the current trialled burns the mapping has not been completed. The Shire is aiming to have the mapping ready for the 2018 fire season, and will present the maps at this stage. (31/10/2018).</p> <p>20/02/18 The Committee discussed the Shire mapping and it was agreed that the maps previously generated by the Shire would be forwarded to the FCO's. Each FCO would update and identify priority areas and return to the Shire to assist with the mapping exercise.</p> <p>15/05/18 Mr Robert Doherty requested that the maps be completed by the FCO's and returned to the Shire. (15/05/2018).</p> <p>16/10/18 Mrs Erin Hutchins advised that 4 roadside burning applications had been received, with one map. The Committee discussed the request for maps from FCO's. CBFCO advised that the main issue was time constraints. Mr Robert Doherty acknowledged that it takes time but emphasised that a decision should be made.</p> <p><u>Officer Comment – Mrs Erin Hutchins – 09/05/2019</u></p> <p>This will now be captured through the Bushfire Risk Management Plan with the assistance of Ben Anderson – Bushfire Risk Planning Coordinator. The plan incorporates areas of risk and possible treatment options including burns, mechanical works, spraying etc. The Shire will be eligible to apply for Mitigation Activity Funding (MAF) to assist with the cost of treatments.</p>	

10 REPORTS OF OFFICERS AND COMMITTEES

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>	Call outs for this season. There have been about 30.
<i>Appliance and Equipment</i>	<p>Request For Budget For CBFCO /DCBFcos - I would like to propose that the BFAC Committee put forward a motion, for Council to consider funding the costs associated with supporting the Chief & Deputy Chief Bush Fire Control Officers for the Shire of Dardanup.</p> <p>The Appointment of Bush Fire Control Officers is an appointment made by Local Government under Section 38(1) of the Bush Fires Act !954</p> <p>As Chief & Deputy Chief, there is an expectation, that at an incident they are required to manage incidents using all the DFES internet platforms.</p> <p>I know there are other Local Governments that support their Bush Fire Control Officers by having a budget set aside for their Chiefs & Deputies and I think the Shire should consider this.</p>
<i>Training</i>	Looking for BFB members to consider becoming trainers for our Shire to deliver Intro and Bush Fire Fighting Courses.
<i>Meetings Held</i>	<ul style="list-style-type: none"> • ROAC Capel 7/03/19. • CBFco/ DCBFcos Regular Meeting with Shire. • Meeting with DFES and Shire on progress of Dardanup central rebuild/ location. • Meeting with New Chief Executive Officer.
<i>Membership – Recruitment/Resignation</i>	Nil.
<i>Concerns</i>	<p>Have issues with function of IPAD being unable to send emails to groups. With many attempts with IT at the Shire, still with no success to date.</p> <p>Other problems, iOS doesn't always work with other systems. IE DFES.</p>

	<p>Concerns of poor phone reception at home address. When taking Emergency calls many of us have this problem.</p> <p>Calls from COMCENTER. I have made a complaint, using MARS REPORTS, regarding having calls sent directly to brigades via SMS from COMCENTRE, to turn out to an incident. (Appendix BFAC: 10.1).</p> <p>This is not the procedure. They must call the Group Call first and whoever answers the group call will advise which brigades will be mobilized.</p>
<p><i>Initiatives</i></p>	<p>I have purchased my own tablet and software to run maps at a fire, to track the fire shape which benefits the brigades in knowing where they are required to be at an incident.</p> <p>Reminder to all Brigades and Shire Departments to include the CBFCO in correspondence</p>
<p><i>Other News</i></p>	<p>I am a member of the PATS Team For the NEW 1.4 development. Thanks for the brigades that have provided feedback on their 1.4s</p> <p>Thank you to Natalie Robinson. The feedback I've been getting from the brigades has been very positive and you are a welcomed addition the team</p>

Item/s For BFAC Discussion

Item 1. – Budget Request. I would like to propose that the BFAC Committee put forward a motion, for Council to consider funding the costs associated with supporting the Chief & Deputy Chief Bush Fire Control Officers for the Shire of Dardanup.

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

After further discussion with the Chief and Deputy Bush Fire Control Officers (FCOs), the request for the Shire to consider additional funding is to support the Chief and Deputies with incidentals, such as vehicle equipment and operating costs. Currently the Chief and Deputies utilise their own private vehicles to respond to incidents within the Shire and any expenditure related to this comes out of their own pocket.

Further to this, a separate budget allocation would assist with the costs of catering for BFAC meetings and appointment of Shire FCOs. Expenditure for these items is not eligible under the Local Government Grant Scheme (LGGS) and is currently unbudgeted for. Setting aside a standalone budget will allow these additional costs to be managed and well planned for.

It is suggested that Council consider an initial budget of \$500, with additional funds being added gradually over the coming years.

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommends that Council:

- 1. Include a budget of \$500 in the 2019/20 financial year, to assist with expenses that are not eligible for funding under the Local Government Grant Scheme (LGGS).**
- 2. Consider increasing the \$500 budget in future years.**

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

No Report.

10.3 Title: Department of Fire & Emergency Services (DFES) – Mr Tim Wall

No Report.

10.4 Title: Bushfire Training Officer Report – Vacant

No Report.

10.5 Title: Burekup District Fire Control Officer Report – 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

Fire Call Outs	<p>For period 16.10.18 to 03.05.19</p> <p>30.11.19 – Nyella Calose.</p> <p>19.1.19 – Verge SW Highway Kelly Road, Roelands & Recreation Demiana Road Dardanup</p> <p>20.01.19 – Allison Worsley back road fire</p> <p>03.02.19 – Wellesley Road Plantation.</p> <p>27.04.19 – Carlaminda Road</p>
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<i>Appliance and Equipment</i>	Pump exhaust repaired. 01.11.19 serviced. Low water alarm repaired. Faulty 1.4 pump replaced with new diesel motor.
<i>Training</i>	Monthly training & AVL testing continues
<i>Meetings Held</i>	23.10.19 - Committee meeting 18.11.19 – Brigade BBQ and briefing 20.03.19 – Auxiliary meeting. 10.04.19 – AGM.
<i>Membership – Recruitment/Resignation</i>	19 fire fighters 4 auxiliary 2 resignations
<i>Concerns</i>	Poor mobile phone reception – Collie River Road area.
<i>Initiatives</i>	School visit on 27.03.19 ANZAC service – River Valley Primary – 01.05.19
<i>Other News</i>	Nil.

Item/s For BFAC Discussion

Item 1- Fire call outs. Brigade members are not changing WAERN radio channel from DFES coms channel 372 after calling in station departure back to Dardanup Shire channel 272.

Item 2 - Chief Bush Fire Control Officer Ipad.

10.6 Title: Dardanup Central District Fire Control Officer Report – 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>	19/1/19 Recreation Road Dardanup - In 420624. 3/2/2019 Wellesley Fire - In 421994. 8/2/2019 Dardanup townsite (Ferguson Road)- In 422548. 5/3/2019 Australind High School - In 424736.
<i>Appliance and Equipment</i>	Appliance in good working order; no current issues.

<i>Training</i>	<p>Training from the start of the season was every two weeks , then training once a month or vehicle and Equipment checks</p> <p>3 Members passed their truck driver's license with help from the \$1000 from DEFES - great result.</p>
<i>Meetings Held</i>	<p>We have had several meetings with the Shire representatives , DEFES, and our Chief(Chris Hynes) in regard to a new station for Dardanup Central. This is an ongoing process which involves the new station staying in the existing location. AGM completed with good attendance, all positions filled.</p>
<i>Membership – Recruitment/Resignation</i>	<p>It has been a difficult year with the passing of Laurie Hynes. The Brigade has worked closely together giving support to all, and helping his girls where possible.</p> <p>New members Nick Telini. Currently 30 active members.</p>
<i>Concerns</i>	<p>Station still has no internet for computer and IT equipment which was supplied 18 months ago. With constant changes to the DEFES portal it's difficult to help members navigate problems. It would be great to access training info and training videos available for download.</p>
<i>Initiatives</i>	<p>Bull and Barrel Display this year was fantastic with great attendance, will look to build on this and expand our public info and public engagement.</p>
<i>Other News</i>	<p>Nil.</p>

Item/s For BFAC Discussion

None.

10.7 Title: Eaton Townsite / District Fire Control Officer (FC) Report – Chris Hynes

No Report.

10.8 Title: Ferguson Fire Control Officer Report – 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)

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	Wansborough off Pile Road (18 Nov). Nyleeta Close, Henty (18 Dec). Allanson (18 Jan). Pile Road (Australia Day). Gelorup (19 Jan) Wellesley (19 Feb) Landsdale (SW Taskforce) (19 Feb) Nannup (19 Feb) Carlaminda Road (Escaped permit burn) (19 April)
<i>Appliance and Equipment</i>	Ferguson LT overdue for replacement. DA689 delivered May 2007 and hence has completed 12 years' service.
<i>Training</i>	Ferguson LT borrowed by JCB for training (Dec 2018).
<i>Meetings Held</i>	AGM held Sunday 5 April 2019.
<i>Membership – Recruitment/Resignation</i>	Nil
<i>Concerns</i>	Critical Issue -Water Supply: Insufficient flow rate available for tanker filling. Supplementary supply needed before 2020 season.
<i>Initiatives</i>	Continued promotion of fire safety issues through Ferguson Fire and Crime Watch Facebook page.
<i>Other News</i>	Nil.

Item/s For BFAC Discussion

None.

10.9 Title: Joshua Creek / Crooked Brook Fire Control Officer Report – Peter Buck

Reporting Department: Joshua Creek / Crooked Brook BFB

Reporting Officer: Peter Buck

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

Activity Report Since Last BFAC Meeting

Fire Call Outs	4 callouts.
Appliance and Equipment	LT repaired and station radio serviced.
Training	8 x Training Events. 11 x Cadet Training Events.
Meetings Held	5 x Committee Meetings. 1 x Annual General Meeting.
Membership – Recruitment/Resignation	Nil.
Concerns	Nil.
Initiatives	Nil.
Other News	Nil.

Item/s For BFAC Discussion

None.

10.10 Title: Upper Ferguson District Fire Control Officer Report – 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

Fire Call Outs	4 callouts very quiet season.
Appliance and Equipment	Truck returned from Collie 2 weeks ago – full service, all equipment in good working order.

<i>Training</i>	Brigade holds in-house training/AVL testing.
<i>Meetings Held</i>	AGM & Ordinary meeting held on 16 April, 2019.
<i>Membership – Recruitment/Resignation</i>	1 resignation – left district – Caroline Gregory. Returned uniform.
<i>Concerns</i>	Everything going well.
<i>Initiatives</i>	Have had new meeting room just finished, thanks to Dave & Rob Wells & Nathan Ryder (Shire) – great job.
<i>Other News</i>	Have held busy bees and having huge cleanup at station, thanks to all members who helped.

Item/s For BFAC Discussion

None.

10.12 Title: Waterloo District Fire Control Officer Report –Rob Drennan

Reporting Department: Joshua Creek / Crooked Brook BFB

Reporting Officer: Mr Rob Drennan

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

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	19 call outs, involving 72 crew members with approximately 56 hours on fire ground.
<i>Appliance and Equipment</i>	There has been no problems with either appliance since their annual service.
<i>Training</i>	Training and AVL is the first Wednesday of every month. Working fine. Had a drafting water exercise from Millers Creek on a Sunday morning followed by a sausage sizzle. Good attendance.
<i>Meetings Held</i>	Nil.
<i>Membership – Recruitment/Resignation</i>	New member. Blair Shaw transfer from Bunbury BFB. Dane Goodsell stood down from activity to ancillary due to work.
<i>Concerns</i>	The Picton East and Waterloo respond boundary will be an ongoing problem and concern.

Initiatives	Have been trialing a new App, "Scan It All". Works very well for immediate scanning and sending fire reports to multiple emails and keeps a record of all out going on your phone, plus it is free!
Other News	Nil.

Item/s For BFAC Discussion

None.

10.13 Title: Wellington Mill District Fire Control Officer Report –Mr Ian Bridge – Proxy for Mr Robert Doherty

Reporting Department: Wellington Mill BFB

Reporting Officer: Ian Bridge (Proxy for Robert Doherty)

(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	We have turned out to all 6 requests.
Appliance and Equipment	We have recently purchased and fitted new driving lights to our 1.4. - Purchased from our brigade funds We have some intermittent problems with communications between the cab and the rear working platform. Our Equipment Officer is investigating and will recommend action required.
Training	John Cartwright has completed his Bushfire Fighting Training. Brad Reed has completed Intro and is enrolled to complete his Bush Firefighting Training. Ian Bridge has completed Structural Firefighting, Advanced Bush Firefighting and Crew Leader Training. We conducted in house 1.4 appliance refresher training at the start of the Bushfire season.
Meetings Held	Our committee has met every month since last BFAC including our AGM in March.
Membership – Recruitment/Resignation	2 new members.
Concerns	1. Some members have expressed their concern over the lack of practical experience having only been called out 6 times this season, for mostly mop up duties.

	<p>2. Our Lieutenants received a conference call for a fire at Carlaminda Road, Ferguson. (end April) and want to understand why the closest brigade to the incident wasn't called yet two of the furthest brigades were requested.</p>
<i>Initiatives</i>	<p>1. We have adopted the "WhatsApp" system to alert our community of any fire related matters including emergency warnings. We also have a separate user group to call on our firefighters when required to turn out.</p> <p>2. Instigation of our Bush Fire Ready program has had some set backs due to the changes in DFES staffing.</p> <p>With the help of DFES we have produced laminated maps of every BFR sector in our area showing the property locations. These are mounted on a white board in our Fire Shed, (which would become our Major Incident Centre).</p> <p>Adjacent to these maps is a control list showing resident/occupants status prior to and at the time of emergency.</p> <p>We are currently trying to set a date with DFES to present our Major Incident Action Plan for their comment. Once our program is completed we would be happy to present it to BFAC.</p> <p>3. Suggestion for SoD secondary Brigade Roster System to be put to all WMBFB members before being put to BFAC for consideration.</p>
<i>Other News</i>	<p>On 22 February we were asked to assist at the Lewana Bushfire from which a number of issues prompted us to write to the DFES Commissioner outlining our concerns over the unsafe practices and expectations placed on Volunteer Bushfire Fighters.</p> <p>The Commissioners response was informative and positive.</p>

Item/s For BFAC Discussion

- Item 1 *Clarification of SoD Bushfire Brigade Constitution - Part 4.1-2f. Committee delegating functions to a member. i.e. delegating function to issue a Permit to Burn in the absence of the BFCO.*

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

A 'permit to burn' requires the issuing officer to be an appointed Fire Control Officer (FCO) by Council (refer s18 & s38 of the Bush Fires Act 1954) and cannot be sub-delegated between Officer to Officer.

Item 2. Roadside Burning program for 2019.

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

Refer s10.19 (2) of the agenda.

Item 3. IT Hardware and internet connection for WMBFB

Item 4. Permitted Burns requiring Emergency services.

10.14 Title: West Dardanup District Fire Control Officer Report – 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)

Activity Report Since Last BFAC Meeting

Fire Call Outs	24 Call outs for the season.
Appliance and Equipment	Seasonal 2.4 on station.
Training	Vehicle familiarization training.
Meetings Held	2 Building extension meeting held, AGM and several busy bees.
Membership – Recruitment/Resignation	2 new members Liam Hutton and Ebony Hill
Concerns	Nil.
Initiatives	Nil.
Other News	Station extension has finally finished and thank you to the members for their efforts and patience. Thank you to Natalie for taking on a tough role and still have a smile on your face at the end of the day.

Item/s For BFAC Discussion

None.

10.15 Title: Endorsement of Bushfire Control Officers (FCOs)

The election of all Bushfire Control Officers (FCOs) falls under Section 38 of the Bush Fires Act 1954.

Once the Fire Control Officers have been elected and formally endorsed by Council they will be publically advertised in accordance with Section 38(2A) of the Bush Fires Act 1954.

The following officers have been nominated by their brigades as FCO's and now need to be endorsed by the Bushfire Advisory Committee: -

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommend that Council endorse the following persons as Bushfire Control Officers for the period 30/06/2019 – 01/07/2020 pursuant to Section 38(1) of the Bush Fires Act 1954 and the persons to be advertised pursuant to Section 38(2a) of the Bush Fires Act 1954 : -

DISTRICT	OFFICER
Burekup District	
Dardanup Central District	
Eaton Townsite/District	
Ferguson District	
Joshua/Crooked Brook District	
Upper Ferguson District	
Waterloo District	
Wellington Mills District	
West Dardanup District	

10.16 Title: Election of Chief Bushfire Control Officer

Nominations are to be called for the position of Chief Bushfire Control Officer.

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommend that Council endorse the following person as Chief Bushfire Control Officer for the period 30/06/2019 – 01/07/2020:

-

10.17 Title: Election of Deputy Chief Bushfire Control Officer – (North)

Nominations are to be called for the position of Deputy Chief Bushfire Control Officer (North).

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommend that Council endorse the following person as Deputy Chief Bushfire Control Officer (North) for the period 30/06/2019 – 01/07/2020:

-

10.18 Title: Election of Deputy Chief Bushfire Control Officer – (South)

Nominations are to be called for the position of Deputy Chief Bushfire Control Officer (South).

The positions of Chief Fire Control Officer, Deputy FCO and FCO's once endorsed by Council will be included on the Fire Prevention Notice.

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommend that Council endorse the following person as Deputy Chief Bushfire Control Officer (South) for the period 30/06/2019 – 01/07/2020:

-

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

Reporting Department: Shire of Dardanup

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

1. *Appliances and Equipment Servicing*

All appliances have now been serviced by South West Fire for the 2018-2019 period.

Information Only

2. Roadside Burning

The Shire is currently putting together a Bushfire Risk Management Plan with the assistance of Ben Anderson, Bushfire Risk Planning Coordinator. The plan highlights areas of risk throughout the Shire, including roadside verges, regardless of tenure. Due to this, FCOs will not be required to map high risk areas in their area at this stage. Over time Ben will meet with FCOs, Captains and other relevant brigade members and discuss areas of high risk for their district that will be mapped using the Bushfire Risk Management System (BRMS). Subsequently, various mitigation measures such as burning, mechanical works, spraying etc., utilizing Mitigation Activity Funding (MAF), will be considered to reduce the risk. Treatments will be prioritized based on the calculated risk level with 'extreme' areas managed in the first instance.

Further information of the Bushfire Risk Management Plan and process will be presented to BFAC at a future meeting.

Information Only

3. Local Government Grant Scheme (LGS)

The application for 2019/20 LG grants funding was submitted to DFES SWHQ. The Superintendent reviewed the application and was subsequently forwarded to the Capital Grants Committee in Perth.

The Shire wishes to acknowledge Brigade members who contributed towards the application and Mrs Natalie Robertson (Emergency Officer) for compiling the application on behalf of the Shire of Dardanup and Volunteer Bush Fire Brigades.

The following Local Government Grants Scheme 2018/19 budget figures are provided for information purposes only.

Budget	
ESL Line Item 1-8 Operating Grant	\$115,000.00
ESL – Line Item 9	\$19,735.00
ESL – Total Gross Operating Grant	\$134,735.00
Less Expenditure	
ESL - Insurance	\$35,449.60
ESL – Expenditure as at September 2018	\$132,622.68
ESL – Total Expenditure	\$168,072.28
Funds Remaining as at May 2018	-\$33,337.28

Approved Capital Grants

Brigade	Description	Funding
Waterloo BFB	2 appliance bay facility & amenities including furniture fitout.	\$393,909.00
Upper Ferguson BFB	Extension – office, training room, kitchen cupboards & air conditioning.	\$ 26,684.00
Dardanup West BFB	Toilet, shower, PPC wash basins & change rooms.	\$ 39,800.00
	TOTAL	\$460,393.00

Approved Carryovers

Brigade	Description	Funding
Dardanup West BFB	Extension – meeting/training room.	\$ 70,910.00
	TOTAL	\$70,910.00

Information Only

4. *Brigade Annual General Meeting*

Reference is made to section 3.5 (10) of the Brigade Constitution in which it indicates the Secretary is to:

*“Forward AGM minutes and reports to the Shire of Dardanup by **15 May** each year.”*

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

5. *Update 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.”*

6. *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. Enjoy some well-earned rest and relaxation over the next few months, refreshed ready for the new fire season.

7. Community Emergency Services Manager (CESM)

A Community Emergency Services Manager (CESM) is a Shire employed position and a joint initiative with the Department of Fire & Emergency Services (DFES). DFES provide funding to the Shire to support the employment of a person to fill the position and would require the Shire to enter into an MOU with DFES for a set period.

The primary function of a CESM is to plan, develop, manage, implement and review community emergency services within the Shire in accordance with:

- The Bush Fires Act 1954 as amended, and Bush Fire Regulations
- State Emergency Management Committee:
- Policy Statements
- Fire and Emergency Services Legislation, and
- Council policies and local laws.

The role will support the Shire and brigades in the areas of Prevention, Preparedness, Response and Recovery (PPRR) such as mitigation, planning and training. Further, the position would assist with the implementation of the Shire's Bushfire Risk Management Plan when the Bushfire Risk Planning Coordinators contract finishes with the Shire.

It would be advantageous for the Shire to approach DFES to seek support of a CESM position within the Shire.

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommends that Council:

- 1. Approve the Chief Executive Officer to seek information and support from the Department of Fire & Emergency Services (DFES) for the creation of a CESM position at the Shire.**
- 2. Consider a budget allocation as the Shire's contribution to support a CESM position.**
- 3. Request that the CEO report back to Council with the information obtained from DFES in relation to a CESM.**

8. *Fire Prevention Order Review*

Please find attached a draft Fire Prevention Order for the Committee's review and endorsement. (Appendix BFAC: 10.19) Please note the suggested change by the CBFCO in relation to enclosed solid fuel cooking appliances.

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommend that Council adopt and advertise the 2019/2020 Shire of Dardanup Fire Prevention Order pursuant to Section 33(1) of the Bush Fires Act 1954.



FIRE PREVENTION ORDER

FIRST AND FINAL NOTICE

With reference to Section 33 of the Bush Fires Act 1954, you are required to carry out fire prevention work on land owned or occupied by you, in accordance with the provisions of this order.

This order is valid for the period 1 July – 30 June annually.

Work **must** be completed by the **30 November annually** and maintained until the close of the **Restricted Burning Period**.

PLEASE READ THIS NOTICE CAREFULLY

If you do not fully understand this notice, please contact Emergency & Ranger Services during office hours on 9724 0000 or your local Fire Control Officer to discuss.

**PERSONS WHO FAIL TO COMPLY WITH THE
REQUIREMENTS OF THE ORDER MAY BE ISSUED
WITH AN INFRINGEMENT NOTICE PENALTY (\$250.00)
OR PROSECUTED WITH AN INCREASED PENALTY
(MAXIMUM PENALTY \$5,000).
ADDITIONALLY THE SHIRE OF DARDANUP MAY CARRY OUT THE
REQUIRED WORK AT COST TO THE OWNER/OCCUPIER.**

RESTRICTED BURNING PERIOD

Burning Permits Required

**1 November
to
13 December
annually**

PROHIBITED BURNING PERIOD

NO FIRES PERMITTED

**14 December
to
15 March
annually
(subject to extension)**

RESTRICTED BURNING PERIOD

Burning Permits Required

16 March

to

26 April

annually

(subject to extension)

RESIDENTIAL, INDUSTRIAL, DEVELOPMENT, RESTRICTED USE, MIXED BUSINESS AND COMMERCIAL ZONES*

- All flammable material/vegetation (except living trees) MUST be slashed or grazed to a height that does not exceed 50 millimetres and flammable material MUST be removed.

SMALL HOLDINGS ZONE*

- BARE EARTH firebreaks of 2 metres width and 4 metres in height must be maintained within and adjacent to the lot boundary and surrounding all haystacks.
- Fire hazards on properties must be slashed to a height of no more than 50 millimetres and flammable material MUST be removed from the property. Where slashing is not possible, material/vegetation must be burnt back or sprayed with suitable herbicide to prevent growth until the end of the restricted period.
- Burn piles are approved under the following conditions:
 - a burn pile is to be no closer than 10 metres to any structure; and
 - a 2 metre wide and 4m in height firebreak is to be placed around the perimeter of any burn pile.
- All wood piles during the restricted and prohibited burning period are to be stored securely away from the building.

GENERAL FARMING, RESTRICTED USE AND TOURIST ZONES*

- Irrigated land is defined as land that is watered, kept fully watered and is maintained in a non-flammable state for the whole of the restricted and prohibited burning periods.
- **Non Irrigated lots** – BARE EARTH firebreaks of 2 metres width and 4 metres in height must be maintained within and adjacent to the lot boundary where it adjoins a road and/or rail reserve.
- **Irrigated lots** – firebreaks are **NOT** required on that lot of land where the lot is being **actively and regularly irrigated throughout the restricted and prohibited burning periods.**
- Irrigation channels that are situated **WITHIN** and adjacent to a lot boundary will be accepted as a firebreak provided the irrigation channel is utilised in that channel throughout the **restricted and prohibited burning periods.**
- Burn piles are approved under the following conditions:
 - a burn pile is to be no closer than 10 metres to any structure; and
 - a 2 metre wide and 4m in height firebreak is to be placed around the perimeter of any burn pile.
 - All wood piles during the restricted and prohibited burning period are to be stored securely away from the building.

PLANTATIONS

- BARE EARTH firebreaks of 15 metres width and 4 metres in height must be maintained within and adjacent to the perimeter of plantations with 6-10 metres wide internal firebreaks between compartments.

- Where power lines pass through plantation areas, firebreaks must be in accordance with Western Power specifications.

WHERE AND HOW TO OBTAIN BURNING PERMITS

Applications for burning permits are available from your local Bush Fire Control Officer at no cost.

Garden Refuse Urban Areas (town sites): No garden refuse is permitted to be burnt on the ground, in the open air or in outdoor incinerator within the urban areas of Dardanup, Eaton, Burekup town sites at any time of the year unless a permit to burn has first been obtained from a Fire Control Officer for special circumstances such as a large block that needs hazard reduction.

All Other Areas in Shire of Dardanup: Pursuant to section 24G(2) and section 25(1a) of the Bush Fires Act 1954, the burning of garden refuse and camp and cooking fires is prohibited in all areas within the Shire of Dardanup during the **Prohibited Burning Period**. Furthermore, pursuant to section 24G(2) the burning of garden refuse and camp and cooking fires are prohibited within the Shire of Dardanup during the **Restricted Burning Period** unless a permit to burn has first been obtained from a Fire Control Officer.

Solid Fuel Cooking Appliances (e.g.: pizza oven/outdoor barbeque or outdoor stove): The use of enclosed solid fuel cooking appliances is prohibited in all areas within the Shire of Dardanup during the **Prohibited and Restricted Burning Period** UNLESS;

- the fire rating is below VERY HIGH;
- is fitted with an effective spark arrestor;
- an area of 2m surrounding the appliance is cleared from flammable materials;
- running water is on site and is accessible;
- an responsible able body adult is in attendance throughout and;
- the fire is completely extinguished when cooking is complete.

The local Bush Fire Control Officer will note the relevant conditions you must comply with on your burning permit.

You are advised that Burning Permits are automatically invalidated on days of “very high” “severe”, “extreme” or “catastrophic” fire danger.

FIREBREAK VARIATIONS/EXEMPTIONS

If it is considered impractical for any reason to clear firebreaks or remove flammable materials from any land as required by this Order, you should make written application to the Shire of Dardanup **no later than 30 September each year** and include a plan of your land detailing your fire prevention measures to abate fire hazards on the land. The prescribed Firebreak Variation/Exemption Forms are available from the Shire of Dardanup offices. If your request for a variation/exemption is not granted, you must comply with the requirements of this Order.

For further information please call the Shire of Dardanup 9724 0000 or your local Fire Control Officer.

For all fire emergencies, please dial “000”

*Zones defined by the Shire of Dardanup Town Planning Scheme No.3.

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

None.

11. NEW BUSINESS OF AN URGENT NATURE

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

12. MATTERS BEHIND CLOSED DOORS

None.

13. CLOSURE OF MEETING.

The Chairperson advises that the date of the next Bush Fire Advisory Committee Meeting will be Wednesday2019 , commencing at 7.00 pm at the Shire of Dardanup - Administration Centre Eaton.

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