



AGENDA

BUSHFIRE ADVISORY COMMITTEE MEETING

To Be Held

Wednesday, 6 October 2021

Commencing at 7.00pm

At

**Shire of Dardanup
Administration Centre Eaton
1 Council Drive - EATON**

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~ Large Print

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Upon request.



NOTICE OF BUSHFIRE ADVISORY COMMITTEE MEETING

Dear Committee Member

The next Shire of Dardanup Bushfire Advisory Committee Meeting will be held on Wednesday, 6 October 2021 in the Council Chambers, Shire of Dardanup - Administration Centre Eaton, 1 Council Drive, Eaton - commencing at 7.00pm.

A handwritten signature in black ink, appearing to read "AS", is positioned above the name of the Chief Executive Officer.

MR ANDRÉ SCHÖNFELDT
Chief Executive Officer

Date: 29 September 2021

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 Lyndon Skeers	-	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 Max Kerr	-	FCO Upper Ferguson District
Mr Brendan Putt	-	FCO Dardanup Central District
Mr Peter Robinson	-	FCO Joshua/Crooked Brook District (Chairperson)
Mr Ian Bridge	-	FCO Wellington Mill District (Deputy Chairperson)
Mr Alan Charlton	-	Fire Weather Officer
Mr Ricky Southgate	-	Representative Department of Fire & Emergency Services
Mr Matthew Cooper	-	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 Kathleen Hoult	-	Acting PA - Director Sustainable Development

OBSERVER

Mrs Susan Oosthuizen	-	Director Sustainable Development
Ms Melissa Howard	-	Emergency Management Officer
Mr Murray Connell	-	Manager Development Services

COUNCIL ROLE

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

DISCLAIMER

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

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

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

SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING TO BE HELD ON WEDNESDAY 6 OCTOBER 2021, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 7.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

Acknowledgement of Country

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

Affirmation of Civic Duty and Responsibility

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

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

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

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

Emergency Procedure

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

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

2.1 Attendance

2.2 Apologies

3. PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Bushfire Advisory Committee Meeting Held 16 June 2021

BFAC RECOMMENDED RESOLUTION

THAT the Minutes of the Bushfire Advisory Committee Meeting held on 16 June 2021, be confirmed as true and correct subject to no / the following corrections:

5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

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

None.

7. DECLARATION OF INTEREST

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

8. ACTION SHEET UPDATE

PENDING ACTIONS:

ACTION & MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
03/21	Melissa Howard	Emergency Management Officer, Ms Melissa Howard to source information for the Brigades on handling conflict resolution and dealing with difficult people and distribute for the Brigades further discussion.	Melissa has sourced some information for the brigades on handling conflict and dealing with difficult people. This document forms part of the Appendices (Appendix BFAC: 8.1).	Complete
04/21	Erin Hutchins	Co-ordinator – Emergency & Ranger Services, Mrs Erin Hutchins and DFES Area Officer Preston, Mr Ricky Southgate to research years of service of Mr Rod Bailey and report back to the Committee.	<p>Ricky Southgate confirmed Rod Baileys service history being:</p> <ul style="list-style-type: none"> • Brigade training officer 1/6/1993 till 2020 = 27 years • LG training officer 2008 till 2018 = 10 years • LG FCO 2008 till current = 13 years • Upper Ferguson BFB Captain 30/12/2003 1/10/2008 = 5 years <p>There may have been some confusion at BFAC between Brigade Training Officer and LG Training Officer roles.</p>	Complete
05/21	Donna Bailye/Melissa Howard	PA, Deputy Chief Executive Officer, Mrs Donna Bailye to organise invites to Captains for future BFAC meetings, together with copies of Agendas and Minutes being distributed electronically to all Brigade Captains. Emergency Management Officer, Mrs Melissa Howard to forward copies of Minutes to Brigade Secretaries.	Invites were extended to Brigade Captains and have been included on the distribution list for the Agendas and Minutes for all future meetings.	Complete

9 REPORTS OF OFFICERS AND COMMITTEES

9.1 Title: Chief Fire Control Officer (CFCO) Report – Chris Hynes

Reporting Department: CFCO - Dardanup

Reporting Officer: Chris Hynes

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

Activity Report since Last BFAC Meeting

<i>Fire Call Outs</i>	Nil call outs Shire of Dardanup BFB. 22 call outs with Eaton/Australind VFRS
<i>Appliance and Equipment</i>	Nil
<i>Training</i>	Nil
<i>Meetings Held</i>	Volunteer bushfire brigade management meeting 3rd August Southwest Regional operations advisory group 24th June at Eaton Bull and Barrel meeting.
<i>Membership – Recruitment/Resignation</i>	Nil.
<i>Concerns</i>	Response to incidents waiting to see new response plan from Regional office. Raised question about dress uniform for Bushfire brigades AVBFB is working on this with DFES.
<i>Initiatives</i>	Thank you to the team in Emergency Management at the Shire, Erin and Mel. The feedback from our brigades is positive in attending to our needs. Thank you to the training officers Michael Milliagan, Lyndon Skeers and Chris Bouteloup for training the new recruits.
<i>Other News</i>	I have been advised Ferguson and JCB LTs are built and waiting for a final sign off before being delivered. Watch this space. Waterloo 3.4 is also up for renewal (No date). Eaton/Australind Fire and Rescue Captain has just returned from the fires in Canada.

Item/s For BFAC Discussion

None.

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

No Report.

9.3 Title: Department of Fire & Emergency Services (DFES) – Mr Ricky Southgate

Reporting Department: DFES

Reporting Officer: Doug Van Bavel, A/AO Preston

Activity Report since Last BFAC Meeting

<i>Fire Call Outs</i>	
<i>Appliance and Equipment</i>	High Season Fleet Reminder that the Regional office has 2x LT and 1x 3.4 from the high season fleet for use when carrying out prescribed burning. These can be made available to assist your brigades as extra resources if necessary – consult myself or Doug Van Bavel.
<i>Training</i>	Reminder that BSA (23-24 Oct 2021) and FFS (6-7 Nov 2021) training courses at Dardanup West BFB are now on e-Academy for registration – Paul Dennison is course coordinator for both, so any queries please contact him in the first instance.
<i>Meetings Held</i>	I am very keen for any opportunity to visit your brigades so those that haven't already, please consider and let me know the best time and date that suites the brigade.
<i>Membership – Recruitment/Resignation</i>	
<i>Concerns</i>	
<i>Initiatives</i>	
<i>Other News</i>	Having just returned from annual leave, thanks to Paul Dennison and Doug Van Bavel for covering the role over the last 6 weeks.

Item/s For BFAC Discussion

None.

9.4 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.

9.5 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>	1 Ferguson Rd (pole top fire). 1 Fire permit.
<i>Appliance and Equipment</i>	Truck in good working order.
<i>Training</i>	About to start our training every two weeks.
<i>Meetings Held</i>	Meetings have been held once a month, mainly regarding details of new station Regular site meeting has been conducted in regards to New Fire Station fit out.
<i>Membership – Recruitment/Resignation</i>	No new members hoping to recruit additional members with the new station completion. We have been active with social media and have not identified any new members at this stage.
<i>Concerns</i>	None
<i>Initiatives</i>	Bull and Barrel Show, Dardanup Shire Fire brigades' display. Have met with the Bull and Barrel committee in regards to a display at the new station location, it is planned this would involve representatives from all Brigades with DFES info stand, Shire info for becoming a volunteer, plus a water activity for kids.
<i>Other News</i>	New station very close to completion.

Item/s For BFAC Discussion

None.

9.6 Title: Ferguson Fire Control Officer Report – Mr Lyndon Skeers

Reporting Department: Ferguson BFB
 Reporting Officer: Lyndon Skeers

(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	Ferguson RD (pole top fire) – 06/09/2021
Appliance and Equipment	Nil
Training	Nil
Meetings Held	Nil
Membership – Recruitment/Resignation	Nil
Concerns	Nil
Initiatives	Nil
Other News	Have met with 3 locals in regards to getting their property's ready for the fire season. Have approved two exemption requests.

Item/s For BFAC Discussion

‘New workplace rules spark concern for regional fire fighting volunteer numbers’

Report is available on website. Link to the report is provided below.

<https://www.abc.net.au/news/rural/2021-09-22/wa-volunteer-firefighter-legislation-concern-100480120>

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

Reporting Department: Joshua Creek / Crooked Brook BFB

Reporting Officer: Mr Peter Robinson

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

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	One private burn that got away along Warburton Road. Husband out, wife panicked. No fire plan, no fire equipment. All under control by arrival time. It is difficult to crew the LT during a working day!
<i>Appliance and Equipment</i>	Fuel card annoyance. Now that Caltex /Ampol is no longer in Dardanup we have to drive into Picton. Can we get a Phoenix Fuel or alternative card for the LT please?
<i>Training</i>	<p>Fire Fighters training is being held monthly. We were booked in to visit the RAC helicopter base in August but they were called out to an incident. We went to Armstrong Road hydrant for a small RUI training run by Boots. We are hoping to visit Central for a workout on urban fire-fighting.</p> <p>Cadets. Max Kerr brought the 2.4 over for an introduction. By the BFAC meeting Sandi Cheema from DFES and Isabel from the Shire will have been to our September trainings. We are getting them ready for Bull and Barrel dog jumps and Spring Into Action demo.</p>
<i>Meetings Held</i>	One Committee meeting held August.
<i>Membership – Recruitment/Resignation</i>	No movement. I do need to register our new Secretary.
<i>Concerns</i>	<p>We are wanting to burn Warburton Rd under the MAF program in spring. How do we get that onto the list and how do we work out how many units and the payment thereof? Who is responsible for the plan? We’ve already checked it out.</p> <p><u>Officer Comment – Mrs Erin Hutchins – Coordinator Emergency & Ranger Services</u></p> <p><i>The Shire in conjunction with the CBFCO are currently processing the required paperwork associated with prescribed burns identified through MAF. In relation to Warburton Road, the aim would be for a Spring burn between 15 October - 2 November, weather and volunteer availability dependant, as well as TMP approval. If this cannot be achieved it will be postponed until Autumn. Melissa will liaise with VBFs for involvement.</i></p>
<i>Initiatives</i>	Spring Into Action. See comments below

<p><i>Other News</i></p>	<p>The new tank in place. Plumbing coming????</p> <p><u><i>Officer Comment – Mrs Erin Hutchins – Coordinator Emergency & Ranger Services</i></u></p> <p><i>Infrastructure are currently having difficulty securing a contractor to complete plumbing and electrical works required. They are working hard to secure available contractors and ensure this is completed prior to the fire season.</i></p>
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Item/s For BFAC Discussion

1. Can we get a Phoenix Fuel or alternative card for the LT please?

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

Phoenix Fuel cards, as well as the current AMPOL Fuel cards, closest location is in Picton. Officers have also researched alternative fuel cards such as Fleetcard and WEX Motorpass and unfortunately the closest location is also Picton/Picton East. At this stage, AMPOL fuel cards will remain in place.

2. **Burn permits on line.** The current Shire website info about burn permits is dated 2019. It does not contain the relevant dates. Therefore some people apply for permits in winter. Can we have the Shire Website burn permits info updated to include the dates please? There is some out of date info on the shire website.

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

“Fire Management” information on the Shires website has the new restricted and prohibited dates, including when burning permits are required, as well as the 2021-2022 Fire Prevention Order, Additional Information and Authorised Fire Control Officers (FCO). The Permit to Burn application via the website is also current. However, Officers have now included the new restricted and prohibited dates to the “Permit to Burn Online Application” webpage as well as a map outlining FCO boundaries to compliment the list of Authorised FCOs.

3. **‘Spring into Action’** event. Melissa Howard is doing a great job on the planning and we are pretty much all set. She has sourced \$700 in grants to support the food and music. We do NEED your attendance numbers for this to work.

Brigade assistance please

- Encourage attendance.
- Numbers attending to Peter; pvrobb@gmail.com 044 746 7949
- Bring your appliance for judging, please?
- If you have an LT bring that along for the Cadets’ Demo please?
- We will need a few BBQs. If you have one you can chuck onto a ute, let me know and I will book in the first three.
- Encourage members to wear their medals.

9.8 Title: Upper Ferguson District Fire Control Officer Report – Mr Max Kerr

Reporting Department: Upper Ferguson

Reporting Officer: Max Kerr

(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>	<p>A full Busy Bee and station Inventory was completed on 21st August 2021. A copy of this will be available soon</p> <p>Water testing on our tank water was unfavorable. Tank was emptied, gutters cleaned, and inlet plumbing was flushed. Fresh rainwater has been filling the tank since.</p>
<i>Training</i>	<p>Introductory Training has now been completed by Victor Bertola, Shaun Tellini and David Humphries. Taneta Kerr had to cancel due to work commitments. Communications Training has been completed by Taneta Kerr and David Humphries. Our training officer Ryan Gibbs has notified the Shire of which members need to complete which course.</p> <p>Upper Ferguson was invited to participate in Crooked Brooks Cadet Training and provided the Upper Ferguson Fire Truck for the event.</p>
<i>Meetings Held</i>	Our AGM was held on 14 April 2021 and an Ordinary Meeting on 3 rd August 2021.
<i>Membership – Recruitment/Resignation</i>	<p>Membership List Terminations – Jodie Mooney, Glen Mooney, Susan Hicks</p> <p>William “Don” Ratcliffe confirmed as “HONORARY” non-active member</p> <p>Membership List Additions - Fiona Moriarty, David Humphries, Jodie Gibbs, Daniel Collins</p> <p>A list of any further recruits will be completed by the end of November.</p>
<i>Concerns</i>	<p>There has been in the past some communication confusions between the two “Ferguson” Bushfire Brigades due to the similarity of their names.</p> <p>This has caused communication confusion during fire emergencies. During my almost 20 years as Captain for UFVFB there have been many occasions of radio communication confusion at incidents attended by both Ferguson and Upper Ferguson brigades simultaneously.</p>

	<p>I feel it is in the interests of safety for our crews and residents that we do whatever is possible to mitigate this operational issue.</p> <p>The obvious solution to our Brigade is to change the name of “Ferguson” to “Henty” which is the geographic location of their station, and keep “Upper Ferguson” without change. This should make a distinct difference between the two.</p> <p>At our Ordinary Meeting on 3.8.2021 it was Moved by Rod Bailey (Previous FCO) and Seconded by Grant Ratcliffe (Captain) that this matter should be raised as a motion at the next BFAC Meeting.</p>
<i>Initiatives</i>	<p>There will be a social Fire shed BBQ to encourage new membership and promote our communications network on 1st October 2021</p>
<i>Other News</i>	

Item/s For BFAC Discussion

1. *Change in Bushfire Brigade Names*

Fire Control Officer, Mr Max Kerr has requested that the Committee look at changing the name of the Ferguson Volunteer Bushfire Brigade.

FIRE CONTROL OFFICER RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee requests the change in name from the Ferguson Volunteer Bushfire Brigade name to Henty Volunteer Bushfire Brigade.

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

After discussions with the CBFCO about the proposal, it was agreed that the ‘change of name’ can be considered, however will require research into the previous communication issues experienced, as well as the possible impacts and requirements if the name was to change before a final decision can be made. In addition, consideration into the possibility of future brigade boundary changes due to the BORR may be an opportunity to take a holistic approach across all the brigades and include this proposal at that time.

OFFICER RECOMMENDED RESOLUTION

THAT the Chief Executive Officer be requested to research the requirements for the change in name from the Ferguson Volunteer Bushfire Brigade name to Henty Volunteer Bushfire Brigade and report back to the Bushfire Advisory Committee on the process.

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

Reporting Department: Waterloo BFB

Reporting Officer: Mr Rob Drennan

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

No Report.

9.10 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>	Tyres replaced on our 1.4.
<i>Training</i>	Appliance refresher training planned for October. Monthly in house training to commence again in October.
<i>Meetings Held</i>	Monthly brigade committee meeting continue.
<i>Membership – Recruitment/Resignation</i>	No new members. There are a couple of new residents to the area which will likely become auxiliary members.
<i>Concerns</i>	<p>To my knowledge, there has been no further action on the construction of toilets etc, nor have we had any update on the status.</p> <p>We received confirmation that we have funds approved for some computer equipment but funding for the internet modem was rejected. How should we go about getting internet access at our station so we can utilize the equipment?</p> <p>The old disused toilet block at our station has been removed and our new water tank has been installed. Could we have an update on what is happening with the additional appliance filling infrastructure that is being considered?</p> <p>Funding for a flammable liquids safety cabinet was rejected so our concerns remain for the safe storage of flammable liquids within the station.</p>
<i>Initiatives</i>	New laminated property maps have been completed and are being held in a secure cabinet in our station. I understand that we have maps for around 90% of the properties in our locality.
<i>Other News</i>	

Item/s For BFAC Discussion

1. Update on toilets.

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

Refer 9.12.1 Bush Fire Brigade Facility and Water Tank Update

2. Could we have an update on what is happening with the additional appliance filling infrastructure that is being considered?

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

Infrastructure are currently having difficulty securing a contractor to complete plumbing and electrical works required to the water tanks. They are working hard to secure available contractors and ensure this is completed prior to the fire season.

3. How should we go about getting internet access at our station so we can utilize the equipment?

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

In the past (2018), the Shire looked into and was advised by Telstra that we were unable to get NBN at the Wellington Mill VFBF. However, through IT, the Shire is looking back into options available to enable internet access to the brigade.

4. Funding for a flammable liquids safety cabinet was rejected so our concerns remain for the safe storage of flammable liquids within the station.

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

The Shire included the brigades request for a flammable liquids safety cabinet in the 2021-2022 LGGS application, however, was not approved under Line Item 9 requests by DFES. The Shire has again approached DFES to gain approval to purchase a flammable liquids safety cabinet out of the LGGS operational budget and received the following response in line with the LGGS Manual for Capital and Operating Grants 2021-2022:

“Chemical/flammable liquid storage units are not an approved upgrade to an existing building. They are only approved for existing buildings if there is a major health and safety requirement”.

Once the WHS Coordinator position has been filled, we will request an assessment of the flammable fuels and ensure their storage is in line with the requirements of the OHS Act and if required, resubmit a request to DFES.

9.11 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)

<i>Fire Call Outs</i>	Nil.
<i>Appliance and Equipment</i>	Received funding through the LGGs (thanks for your assistance Mel) and have been busy purchasing the items for the station.
<i>Training</i>	Internal training has continued in a reduced capacity during this period. We also had the pleasure of being able to provide the station for external training programs in August.
<i>Meetings Held</i>	Nil.
<i>Membership – Recruitment/Resignation</i>	Two new members and we have been able to get them through basic training.
<i>Concerns</i>	Nil.
<i>Initiatives</i>	Planning a brigade community open day for Sunday 7 November at the Station. Have invited Mel and DFES to attend to provide information to the community on fire safety.
<i>Other News</i>	Nil.

Item/s For BFAC Discussion

None.

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

Reporting Department: Shire of Dardanup

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

9.12.1 Bush Fire Brigade Facility and Water Tank Update

The Infrastructure team have been working hard to complete several brigade projects and are dedicated to ensure their completion in a timely manner and have provided the following update (as of 8 September 2021):

Waterloo BFB – Extension of Waterloo Hall - \$393,909

- Construction works approximately 60% complete.
- Steel structure has been erected.
- The wall sheeting is now on and windows and door frames have been installed.
- Expected date of completion 29/10/2021.
- Grant agreement requires completion by June 2022.

Dardanup Central Project – New facility - \$450,000

- Construction works approximately 95% complete.
- Remaining works: water supply to building, tanks and trucks to be resolved (Application with DFES for additional funding for the set up to be as requested by the BFB members).
- Expected date of completion 17/9/2021 (pending water connection issues have been resolved).
- Grant agreement requires completion by June 2022.

Water Tanks (x4) - \$20,467 each

- Joshua Brook BFB 1x 80,000L tanks on site. Infrastructure are currently having difficulty securing a contractor to complete plumbing works required. They are working hard to secure an available contractor and ensure this is completed prior to the fire season.
- Wellington Mills BFB 1x 80,000L tanks on site. Infrastructure are currently having difficulty securing a contractor to complete plumbing works required. They are working hard to secure an available contractor and ensure this is completed prior to the fire season.
- Waterloo BFB. 2x 50,000L tanks on site (under CEM Alliance contract).
- Shire to submit copy of invoice for tanks to DFES when completed. Expected to be completed 29/10/2021.
- Dardanup BFB. 2x 50,000L tanks procured and installed by CEM Alliance.
- Invoice has been submitted to DFES and acquitted.

Wellington Mills project – facility upgrade ablution block - \$44,200

- Shire has proposed an additional \$35,430 to be added to the project in 2021/2022 Annual Budget, which would take to the budget for the toilet to \$79,630
- New prices requested from builders.
- All prices received were well over budget.
- Project on-hold subject to review – with Infrastructure.

Information Only

9.12.2 Bushfire Risk Planning Coordinator (BRPC)

Ben Anderson, the Shires Bushfire Risk Planning Coordinator (BRPC), finished up with the Shire in July. Hosted by the Shire of Dardanup, Ben was responsible for implementing Bushfire Risk Management across several Shires as part of the Bushfire Risk Management Planning Program. The position was fully funded by the Department of Fire & Emergency Services (DFES) and was integral to the development of the Shires Bushfire Risk Management Plan. The program will now be offered to other Local Governments.

Information Only.

9.12.3 Volunteer Bushfire Brigade Training

Since the last fire season, approximately 41 new recruits have completed their introductory firefighting courses in preparation for the upcoming fire season. On behalf of the Shire I would like to welcome our new volunteers and thank them in advance for their time and commitment. In addition, I would like to acknowledge and congratulate all the brigades for their efforts in recruiting new members to the team, as well as our training officers, DFES and Melissa for coordinating the training.

Information Only.

9.12.4 WHS Legislation and Local Government Bush Fire Brigades

LGIS in collaboration with WALGA have developed a guide “Local Government Bushfire Volunteers Returning Home Safe and Well – A Practical Guide” (Appendix BFAC: 9.12.4) specifically for bushfire volunteers – to supplement their existing risk awareness and encourage positive safety behaviours. The booklet is designed to provide guidance to those who volunteer for their Local Government Brigade. It is not a replacement for other important safety information you receive, rather a compliment to that information. Knowing how to manage risk and how to act responsibly in your role are of great importance to you and your local community. Copies of the booklet have been provided for your information and should be made available to all brigade volunteers.

Information Only.

9.12.5 Local Government Grant Scheme (LGGS)

The Shires 2021-2022 LGGS application was approved by the DFES Capital Grants Committee including Line 9 items worth **\$17,284.00**. Melissa is working with the brigades and providing purchase orders to enable items to be ordered/collected. All items must be ordered/collected before the **30 June 2022**.

The following Local Government Grants Scheme 2021/22 budget figures are provided for information purposes only.

Budget	
Line Item 1-8 Operating Grant	\$170,000.00
Line Item 9	\$17,284.00
Additional State Government 2020/21 Insurance Allowance	\$13,196.00
ESL – Total Gross Operating Grant	\$200,480.00
Less Expenditure	
Line 1 – Purchase of Plant & Equipment <\$1,500	-\$2220.20
Line 2 – Maintenance of Plant & Equipment	-\$977.25
Line 3 – Maintenance of Vehicles, Trailers & Boats	-\$720.73
Line 4 – Maintenance of Land & Buildings	-\$302.00
Line 5 – Clothing & Accessories	-\$2812.37
Line 6 – Utilities, Rates & Taxes	-\$948.46
Line 7 – Other Goods & Services	0.00
Line 8 – Insurances	-\$40,537.47
Line 9 Items - Purchase of Plant & Equipment (from \$1,500 to \$5000)	-\$17,284.00
ESL – Total Expenditure	-\$65,802.48
Funds Remaining as at October 2021	\$134,677.52

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

Brigade	Description	Funding
Dardanup Central BFB	New facility incl. amenities and fit out	\$450,000.00
Wellington Mills BFB	Disabled Toilet & Shower	\$44,200.00
Waterloo BFB	2 appliance bay facility & amenities including furniture fit out.	\$393,909.00
	TOTAL	\$888,109.00

Approved Water Tank Allocation – Funded by the State Government WA Recovery Plan Initiative

Brigade	Description	Funding
Dardanup Central	Watertank	\$20,467.00
Joshua-Crooked Brook	Watertank	\$20,467.00
Waterloo	Watertank	\$20,467.00
Wellington Mills	Watertank	\$20,467.00
	TOTAL	\$81,868.00

Information Only

9.13 *Title: Firebreak Exemption – Acting Senior Ranger – Mr David Lanigan*

Reporting Department: Shire of Dardanup

Reporting Officer: Mr David Lanigan – Acting Senior Ranger

Consideration needs to be given to the exemption or variations to fire prevention measures taken out by applicants in accordance with the Bush Fire Act 1954 and pursuant to the Shire of Dardanup Fire Prevention Order. Applications close 30 September 2021.

Request for Fire Break Exemptions received as of 22 September 2021. Submissions are provided for in (Appendix BFAC: 9.13) Submissions received after the 22 September will be provided as further information and circulated to the FCO's via email and provided hard copies on the night for review.

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
15.09.2021	Mark Panizza	4132	25		Boyanup – Picton Road	Dardanup	The properties on the attached schedule are flood irrigated during the summer season	The properties are flood irrigated during the summer season	Chris Hynes Recommended	3	2024
15.09.2021	Mark Panizza	8184	16		Boyanup – Picton Road	Dardanup	The properties on the attached schedule are flood irrigated during the summer season	The properties are flood irrigated during the summer season	Chris Hynes Recommended	3	2024
15.09.2021	Mark Panizza	4132	103		Ferguson Road	Dardanup	The properties on the attached schedule are flood irrigated during the summer season	The properties are flood irrigated during the summer season	Chris Hynes Recommended	3	2024
15.09.2021	Mark Panizza	8260	24	25	Recreation Road	Dardanup	The properties on the attached schedule are flood irrigated during the summer season	The properties are flood irrigated during the summer season	Chris Hynes Recommended	3	2024
25.08.2021	Ian Cartwright	8208	44	16	Travencore Place	Dardanup West	Area following Bridle Path to paddock gate	Lawn regularly mowed and irrigated	Neil Dyer Recommended	3	2024
14.09.2021	Greg Bishop	3702	85	146	Padbury Road	Dardanup West	Dust blows from firebreak in front of house entering house through windows.	Area will be mown down and watered over the summer period	Neil Dyer Recommended	3	2024
20.09.2021	Aaron Storey	4272	82		Harold Douglas Drive	Dardanup West	We have a large section where the front firebreak is that stays green through summer. We struggle to have	We will keep the green front section low cut.	Neil Dyer Recommended	3	2024

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
							it bare dirt all summer. Every month I have to rotary hoe again.				
16.08.2021	Kelvin Henderson	8321	3	231	Harold Douglas Drive	Dardanup West	Area 1. Through Dressage arena. Area 2. Small paddock around pump shed	Area 1. Regularly mowed and irrigated with sprinklers Area 2. Regularly mowed. Surounded by mowed and irrigated areas.	Neil Dyer Recommended	3	2024
30.08.2021	Ashley Gilbert	10879	453	133	Padbury Road	Dardanup West	The front & left hand side of the house is manicured & maintained lawn		Neil Dyer Recommended	3	2024
09.09.2021	Robert Britain	8012	63	92	Padbury Road	Dardanup West	Plan Available if required	Have our own Firefighting unit	Neil Dyer Recommended	3	2024
09.09.2021	Richard Harvey	4269	77	50	Harold Douglas Drive	Dardanup West	Shires Fire Prevention requirements will always be adhered to. (plan available)	All trees & bushes will be kept to Shire recommended requirements for firebreaks. Good bore water available pump & back up pumps always available as well as generators.	Neil Dyer Recommended	3	2024
07/09/2021	David & Suzanne Nowland	8049	2	18	Maguire Place	Dardanup West	We have a road and the verge is sand. Front fence is covered in 31 year old climbing rose along all the fence line.	We have sprinklers and a ute with 1000 litres "pod" on the back, also a 3/4" hose at the front area & if the power is off we have a 240v generator.	Neil Dyer Recommended	3	2024

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
21.09.2021	Lee Hutton	3658	89		Coolabah Cove	Dardanup West	Small section at front of house boarded by 2 roads either side. Section has waterpipers & power through this section. Bore is also in this section.	Spray area to create a bare earth barrier. (Can't move power or water lines/bore)	Neil Dyer Recommended	3	2024
21.09.2021	Kevin & Judy Roney	8075	5	47	Hollyford Place	Dardanup west	The main entry to the property is narrow, has a bitumen roadway up to a large bitumen parking area in front of the house and continues down to the sheds, which are surrounded by bitumen. Lawned area each side of driveway with trees planted along boundary. Impractical for firebreak on front of block.	Remainder of property will have normal firebreaks. Lawn kept mowed & green, trees pruned, free of organic material established trees.	Neil Dyer Recommended	3	2024
22.09.2021	KC Fairfield H&T Moody	3019	115	74	Greenwood Heights	Ferguson	When the sub-division occurred in 1997 firebreaks were not required. Trees were planted close to the eastern, northern & southern boundaries which	Sprayed firebreaks some metres from the fence line on the eastern, southern & northern (part) boundaries. Neighbours firebreaks (with associated erosion)	Lyndon Skeers Recommended	3	2024

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
							now precludes establishing firebreaks close to the fence line. The western boundary remains steep & wooded.	protect all of the Northside.			
24.08.2021	Frank Willis	3017	113	15	Nyleeta Close	Ferguson	We are unable to put firebreaks on the fence line on our east and north boundaries (plus part of the south boundary) due to the presence of trees. We have previously had an amended firebreak plan to accommodate the established trees, and hope to continue this as the trees will be permanent.	We propose to continue the currently approved regime whereby firebreaks are put inside the boundaries in areas where it is not possible to do so on the boundaries itself.	Lyndon Skeers Recommended	3	2024
24.08.2021	John Banks	4139	51		Eastern Rise	Henty	Due to the extended wet areas and creek lines along our boundary, it is not possible to achieve a normal firebreak, but these areas are		Lyndon Skeers Recommended	3	2024

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
							not flammable, of course. (Other boundaries are either roadways anyway, or we do treat them as firebreaks.) This is a procedure we have adhered to since the acquisition of the property in 1985				
17.09.2021	Michael & Brigitte Milligan	3858	30	50	Japonica View	Wellington Mills	<p>Standard Fire Prevention works are impractical for these reasons:</p> <ol style="list-style-type: none"> 1. Topography – Steep gradient (20%) with numerous granite outcrops on boundary. 2. Existing native vegetation (Large trees on boundary) <p>Ploughed firebreak installation is dangerous & poses an unacceptable risk of soil erosion during winter.</p>	<p>Please see details on attached diagram, alternative arrangements proposed are;</p> <ol style="list-style-type: none"> 1. Installation of chemical firebreaks on steep slopes. 2. All clear areas will be slashed to 50mm across entire property. 3. Fuel reduction measures such as trimming of low hanging branches & burning off of debris & leaves 	Ian Bridge Recommended	3	2024

Date	Applicant Name	Assess No.	Lot No.	House No.	Street Road	Suburb Locality	Reason for Impracticality	Alternative Fire Prevention Measures	FCO Recommendation	Years	Expiry
13.08.2021	Ellen Jones	7225	8	79	South Road	Wellington Mill	Very wet area all year round. Difficult to get machinery there.	Re-Route firebreak around wet boggy area.	Max Kerr Recommended	3	2024
16.09.2021	Elizabeth Eastman	7192	104	433	Wellington Mill Road	Wellington Mill	Because of the tree lined boundary on Wellington Mill Road	Have kept the boundary completely cleared of all debris and branches. Garden adjacent to the boundary are reticulated and all tree branches removed below 2mts.	Ian Bridge Recommended	3	2024
30.08.2021	Sydney Graham	8278	11	14743	South Western Highway	Picton	This property is loose sand and when bare, blows on to the neighbouring caravan park with the Easterly breeze. Prompting complaints from the residents.	Slashing the property, grazing with animals.	Robert Drennan Recommended	3	2024

OFFICER RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee grants the following firebreak exemption/variations for 3 year duration commencing from the 2021/2022 firebreak season:

Applicant	Property	Assessment	Years	Fire Season Expiry
Mark Panizza	Lot 25 Boyanup – Picton Road Dardanup	4132	3	2024
Mark Panizza	Lot 16 Boyanup – Picton Road Dardanup	8184	3	2024
Mark Panizza	Lot 103 Ferguson Road Dardanup	4132	3	2024
Mark Panizza	Lot 24 (25) Recreation Road Dardanup	8260	3	2024
Ian Cartwright	Lot 44 (16) Travencore Place Dardanup West	8208	3	2024
Greg Bishop	Lot 85 (146) Padbury Road Dardanup West	3702	3	2024
Kelvin Henderson	Lot 3 (231) Harold Douglas Drive Dardanup West	8321	3	2024
Ashley Gilbert	Lot 453 (133) Padbury Road Dardanup West	10879	3	2024
Robert Britain	Lot 63 (92) Padbury Road Dardanup West	8012	3	2024
David & Suzanne Nowland	Lot 2 (18) Maguire Place Dardanup West	8049	3	2024
Richard Harvey	Lot 77 (50) Harold Douglas Drive Dardanup West	4269	3	2024
Aaron Storey	Lot 82 Harold Douglas Drive Dardanup West	4272	3	2024
Frank Willis	Lot 113 (15) Nyleeta Close Ferguson	3017	3	2024
John Banks	Lot 51 Eastern Rise Henty	4139	3	2024
Michael & Brigitte Milligan	Lot 30 (50) Japonica View Wellington Mill	3858	3	2024
Ellen Jones	Lot 8 (79) South Road Wellington Mills	7225	3	2024
Elizabeth Eastman	Lot 104 (433) Wellington Mill Road Wellington Mill	7192	3	2024
Kevin & Judy Roney	Lot 5 (47) Hollyford Place Dardanup West	8075	3	2024
KC Fairfield & H&T Moody	Lot 115 (74) Greenwood Heights Ferguson	3019	3	2024
Lee Hutton	Lot 89 Coolabah Cove Dardanup West	3658	3	2024
Sydney Graham	Lot 11 (14743) South Western Highway Picton	8300	3	2024

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 is to be advised.

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