



AGENDA

BUSHFIRE ADVISORY COMMITTEE MEETING

To Be Held

Wednesday, 8th June 2022

Commencing at 7.00pm

At

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

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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, 8th June 2022 in the Council Chambers, Shire of Dardanup - Administration Centre Eaton, 1 Council Drive, Eaton - commencing at 7.00pm.

A handwritten signature in grey ink, appearing to read "Phil", followed by a horizontal line.

MR PHIL ANASTASAKIS
Acting Chief Executive Officer

Date: 2nd June 2022

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 (Deputy Chairperson)
Mr Clay Rose	-	DCFCO (North) / FCO Burekup District
Mr Robert Drennan	-	DFCO (South) / FCO Waterloo District
Mr Grant Ratcliffe	-	FCO Upper Ferguson District
Mr Brendan Putt	-	FCO Dardanup Central District
Vacant	-	FCO Joshua/Crooked Brook District
Mr Ian Bridge	-	FCO Wellington Mill District
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 (Chairperson)
Cr. M T Bennett	-	Elected Member
Cr. S L Gillespie	-	Elected Member (Proxy)

STAFF MEMBERS

Mrs Erin Hutchins	-	Coordinator – Ranger & Emergency Services
Mr Murray Halden	-	Senior Ranger
Mrs Amanda Tuberes	-	Personal Assistant - Director Sustainable Development

OBSERVERS

Mr Phil Anastasakis	-	Acting Chief Executive Officer
Mr Murray Connell	-	Manager Development Services
Ms Melissa Howard	-	Emergency Management Officer

COUNCIL ROLE

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

DISCLAIMER

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

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

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

SHIRE OF DARDANUP**AGENDA FOR THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING TO BE HELD ON WEDNESDAY 8 JUNE 2022, 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. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.

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 9 March 2022

BFAC RECOMMENDED RESOLUTION

THAT the Minutes of the Bushfire Advisory Committee Meeting held on 9th March 2022, 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																
06/10/2021 Res 24-21	Chief Executive Officer	Inclusion in its 2022-23 fees and charges a charge for prescribed burning by brigades and report back to BFAC.	<p>AT the OCM 23 March 2022 [Res 70-22], Council endorsed that the following fees and charges be implemented in the Shire’s 2022-23 Mitigation Activities Funding program:</p> <table><tr><td>i.</td><td>LT</td><td>\$50 per/hr</td><td>Total Hours x Rate x No of Vehicles</td></tr><tr><td>ii.</td><td>1.4</td><td>\$70 per/hr</td><td>Total Hours x Rate x No of Vehicles</td></tr><tr><td>iii.</td><td>2.4</td><td>\$75 per/hr</td><td>Total Hours x Rate x No of Vehicles</td></tr><tr><td>iv.</td><td>3.4</td><td>\$100 per/hr</td><td>Total Hours x Rate x No of Vehicles</td></tr></table> <p>The charges are intended to be used as internal charges only and are in line with that set by the Department of Fire and Emergency Services.</p>	i.	LT	\$50 per/hr	Total Hours x Rate x No of Vehicles	ii.	1.4	\$70 per/hr	Total Hours x Rate x No of Vehicles	iii.	2.4	\$75 per/hr	Total Hours x Rate x No of Vehicles	iv.	3.4	\$100 per/hr	Total Hours x Rate x No of Vehicles	Complete.
i.	LT	\$50 per/hr	Total Hours x Rate x No of Vehicles																	
ii.	1.4	\$70 per/hr	Total Hours x Rate x No of Vehicles																	
iii.	2.4	\$75 per/hr	Total Hours x Rate x No of Vehicles																	
iv.	3.4	\$100 per/hr	Total Hours x Rate x No of Vehicles																	

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>	<p>12 March – Tyndale fire. 9 April – Structural Shed fire. 5 May – Washington Ave Bushfire. 11 May – Simpson Rd Tree fire. 16 May – Dillon Rd Verge fire.</p>
<i>Appliance and Equipment</i>	<p>PAT 1.4 Committee that I'm on, are we starting to see some work being done on the new 1.4 build with new innovative ideas being added to the new appliance. This project has been taking a lot longer than expected with COVID restrictions, getting trucks and staff shortages etc.</p>
<i>Training</i>	<p>I hope all brigades are ensuring members are getting on courses that are being provided.</p> <p>We need to ensure we get Grant Ratcliff and Ryan Gibbs on the next FCO training course.</p>
<i>Meetings Held</i>	<p>Nil.</p>
<i>Membership – Recruitment/Resignation</i>	<p>Nil.</p>
<i>Concerns</i>	<p>SMS Public Alerts – we need more advertising to ensure all land holders and industries in our Shire are aware of the new alert system to register for notifications. Thanks to the Shire for initiating this service.</p> <p><u>Officer Comment – Mrs Erin Hutchins –Coordinator Emergency & Ranger Services</u></p> <p><i>The Shire sent out a bulk SMS to property owners living on properties zoned small holdings and general farming, who have a current mobile number registered in the Shires Names and Address database, offering the subscription service.</i></p> <p><i>The service offered notifications on upcoming fire inspections, prohibited and restricted burning periods and Total Fire and Vehicle Movement Bans.</i></p> <p><i>The Shire has included this information as part of the design of the Shires new webpage. The information will also be included in the Fire Prevention Order – Additional Information. In</i></p>

	<p><i>addition, the Shire will promote this service in the lead up to the next fire season via its social media platforms.</i></p> <p>New subdivision input from FCOs and BFAC – require timely notice – Neil Dyer has this in his report.</p> <p>Handheld Radios – we need more radios to be more efficient on the fire ground. Waterloo LT doesn't have a Handheld radio.</p> <p>No debrief on the Tyndale fire. I have received no response from any one from DBCA or DFES. An email was sent to both DBCA and DFES with reports from Burekup Captain, Dardanup Deputy South and Dardanup CBFCO.</p>
<i>Initiatives</i>	<p>Thanks to the brigades this season in being available with crews when requested to attend fires locally and out of shire.</p> <p>Thanks to Peter Buck for stepping up to fill Peter Robinson FCO position.</p> <p>Thanks to Brendan Putt for taking on extra work issuing permits for Neil Dyer FCO Dardanup West.</p>
<i>Other News</i>	<p>MAF Burn off at Marri reserve – Waterloo and Eaton Australind carried out this burn it was a successful burn.</p> <p>Tyndale bridge – I raised concerns about the condition of this bridge with our CEO André Schönfeldt after the fires up at Tyndale farm in March. Resulting in the bridge being closed. The loss of this bridge will affect any potential need to escape to the east if there was a fire anywhere along Collie River Road in the future.</p>

Item/s For BFAC Discussion

1. What is going to happen to Tyndale Bridge?
2. What is happening with debriefs on the Tyndale fire?

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

Verbal Update to be provided at the meeting.

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

Reporting Department: DFES

Reporting Officer: Ricky Southgate

9.3.1 Prescribed Burns

Thank you for the crews from the Shire of Dardanup that have assisted with prescribed burns across the Southwest. The professionalism and work ethic from the Shire of Dardanup crews has been noted and is appreciated.

9.3.2 CCA (Copper Chrome Arsenate) exposure

Further information was provided to relevant crews, no health impacts have been reported to date.

9.3.3 COVID

DFES SW has reduced its business continuity plans for COVID, training and face to face meetings now going ahead with hygiene protocols in place minimising possible exposure to COVID.

9.3.4 Training

Training program across the region have been well received with lots of over subscriptions including other volunteers from different regions applying. Try to get your volunteers to apply early on E-Academy will assist us in ensuring they get preference on the course. We are running a few DFES courses out of Shire buildings including Waterloo and Dardanup Central, so thank you very much for allowing this.

9.3.5 HVMB

Training held regarding HVMB as discussed at the last BFAC. Thank you to Chris, Clay, Rob, Alan and Tyrrell for attending, I hope it has been of benefit to the Shire.

9.3.6 FCO Training

With the new appointments of FCO, I am happy to coordinate FCO training, with the aim to have it completed prior to the restricted burn period.

9.3.7 RUI Exercise

I am considering a Rural Urban Interface training exercise drill to be run in the area of Dardanup West. This is due to the ongoing feedback regarding new residents who have moved from the City and may not have a full understanding of the risks to the area in summer months. Dates proposed would be in September to allow residents time to prepare properties with the new information provided to them before the 23/24 fire season. I would like to see if this is support by the BFAC before conducting any further planning.

9.3.8 AFDRS

DFES has a project team who are currently looking into a new fire danger rating system with the intention of implementing it late this year. The project team continue to work through possible impacts identified through LGA consultation and will be in contact with updates in due course.

9.3.9 High Season Fleet

High Season fleet is now being recalled. Thank you to the Shire for crewing the appliance when called. We will continue to work with the Shire in the attempt to secure an appliance next season. The region will have a 2.4 and a LT for prescribed burns and can be made available for getting more volunteers to burns if required.

9.3.10 MAF

Should the Shire require any help with mitigation works, including help with any prescribed burns please reach out, the region is happy to help.

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)

Activity Report since Last BFAC Meeting

<i>Fire Call Outs</i>	12 March – Tyndale Farm, lightning strike fire, Harvey Shire. 12 March – Catalano Rd, Evedon Park, lightning strike fire. 12 March – Wellington Mills, lightning strike fire (pines). 12 March – Windy Ridge Rd, Collie Shire (Wellington National Park). 13 March – Tyndale Farm Harvey Shire. 14 March – DBCA call out, Collie Shire Wellington National Park and Tyndale Farm Harvey Shire. 11 April – Simpson Rd fire.
<i>Appliance and Equipment</i>	Nil.
<i>Training</i>	24 May 2022
<i>Meetings Held</i>	AGM – 7 April 2022 Committee Meeting – 23 May 2022
<i>Membership – Recruitment/Resignation</i>	4 new members.
<i>Concerns</i>	<p>Lack of debrief after the Tyndale Farm / Wellington National Park lightning strike fires or comment from Collie Wellington district DBCA office to concerns raised. I acknowledge it was a very busy day for DFES, BFB & DBCA.</p> <p>Issues regarding staffing, tenure, terrain and lack of communication culminated in a huge amount of volunteer time, cost to tax payers, rate payers, hire of aircraft, machinery etc, and damage to farm land not to mention the burn scar to the National Park.</p> <p>My request to DFES on 2 occasions to have the emergency website alert message changed to more accurately describe the location of the fire and areas under threat went nowhere. So I was continually getting calls from concerned residents in Burekup and surrounds.</p> <p>For example, Burekup town was included in warning zone 8 km away and Roelands Village (Woolkabunning Kiaka), Seven Hills Rd, 1 km from fire edge wasn't included.</p>
<i>Initiatives</i>	Nil.
<i>Other News</i>	Nil.

Item/s For BFAC Discussion

1. National Park / Tyndale Farm fires.

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>	7 (000) fire calls outs.
<i>Appliance and Equipment</i>	Dardanup Central 2.4 and High Season have no outstanding faults.
<i>Training</i>	Training once a month.
<i>Meetings Held</i>	On-going meetings to finish station and put new items together.
<i>Membership – Recruitment/Resignation</i>	No new members.
<i>Concerns</i>	Nil.
<i>Initiatives</i>	We are about to have our end of season camping trip at the Big Valley Camp Site. We have been able to pay for camp sites and food from Brigade funds. This is a great reward for our members after a busy year, it really helps encourage members and family to be involved.
<i>Other News</i>	Permits – a total of 25 permits given for the Dardanup Central and Dardanup West areas, no escapes or concerns. Big thank you to Ricky Southgate, our AO from DFES for organizing the barbecue donated at the station opening.

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

<i>Fire Call Outs</i>	Wellington forest vehicle fire. Burekup fire, several crews. Several lightning fires as well.
<i>Appliance and Equipment</i>	Nil.
<i>Training</i>	Recommended regular training sessions. Currently half way through Bushfire Safety Awareness training of 10 members at the Ferguson Brigade premises. Assisted with burn at Waterloo Caravan Park.
<i>Meetings Held</i>	AGM
<i>Membership – Recruitment/Resignation</i>	3 new membership applications since last meeting. 7 auxiliary members participating in the current training with the intention of becoming active members.
<i>Concerns</i>	<ul style="list-style-type: none"> • Time in getting PPE • Maps still not supplied.
<i>Initiatives</i>	Nil.
<i>Other News</i>	14 Permits issued.

Item/s For BFAC Discussion

1. Swift works – is any brigade still using it? If not, can we unsubscribe from it and save money?
2. Fuel cards – only being able to get fuel from Ampol has caused some problems. There have been instances when their card readers have been offline, after one shift a crew had to drive to three different stations to get fuel, it would be much easier to get a card that can be used at every service station. I also don't believe that volunteers should have to pay out of their pockets and muck around getting reimbursed.

9.7 Title: Joshua Creek / Crooked Brook Fire Control Officer Report – Andrew White

Reporting Department: Joshua Creek / Crooked Brook BFB

Reporting Officer: Andrew White

(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	9 plus 1 private burn.
Appliance and Equipment	Nil.
Training	2 general training sessions.
Meetings Held	1 (AGM) – COVID restricted gatherings.
Membership – Recruitment/Resignation	2 resignations (FCO and Captain). 2 new members.
Concerns	Nil.
Initiatives	New tank and pump installed.
Other News	40 burn permits issued.

Item/s For BFAC Discussion

1. Clarification of Telecommunication entitlements

JCBFB has 1 very old Nokia flip-phone and, the fire shed itself is an area of very poor mobile phone coverage and internet data coverage. One of the brigade members has generously provided Ciphertel infrastructure to provide high speed coverage. An application was lodged for a grant to:

- provide “shed-end” infrastructure and
- a phone which can provide volunteers with electronic maps indicating their position, which would also allow DFES to locate the volunteers should they become separated from the appliance

From that request it emerged that the LGGS manual contains conflicting information and/or statements which are subject to interpretation.

- Page 71 states: Only 2 mobile phones per Local Government
- Page 66 states Telephone, Mobile phones and Pager accounts – Covers the cost of Brigade telecommunication accounts

Request

1. As a minimum, could the LGGS manual be updated to remove any ambiguity?
2. Communication is a vital component in providing a safe working environment (recognising that a fire ground is inherently unsafe) thus, it is requested that either:
 - a. A modern (eg iPhone or Android) be provided to each brigade or
 - b. Funding be clearly provided to each brigade for purchase and service costs of a modern (eg iPhone or Android) which has the following minimum functionality:
 - Can be remotely located by the brigade and by DFES
 - Provides location context to maps (ie where the phone on a map)
 - “Bread crumb” capability to allow volunteers to backtrack escape from fire.

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

The Manual for Capital and Operating Grants 2022-2023 for the Local Government Grants Scheme (LGGS) is set by DFES. Reference to mobile phones on page 71 relates to 1 mobile for the CBFCO and 1 for the DCBFCO or Captain (max 2 per LG). Reference to Telephone, Mobile phones and Pager accounts on page 63 relates to fixed phones and internet at the brigade building. It is agreed that communication is a vital component in providing a safe working environment and the Shire will raise these concerns with the DFES Grants Funding Officer for the LGGS. In the meantime, the Shire has a satellite phone that may be of assistance. The Emergency Management Officer will liaise with IT to see if this is suitable.

9.8 Title: Upper Ferguson District Fire Control Officer Report – Mr Grant Ratcliffe

Reporting Department: Upper Ferguson

Reporting Officer: Grant Ratcliffe

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

No report.

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)

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	<p>A total of 9 call-outs for this period of the year.</p> <p>This included 1 car fire up Coalfields Hwy and a shed fire in West Dardanup, both were attended by other brigade's from the Shire.</p> <p>All up for this period a total of 43 crew positions were filled. For a total of 41.5 hours on fire ground's.</p>
<i>Appliance and Equipment</i>	Nil.
<i>Training</i>	3 Training night's and 4 Busy Bees on the Station and appliance's.
<i>Meetings Held</i>	Nil.
<i>Membership – Recruitment/Resignation</i>	Nil.
<i>Concerns</i>	<p>Tynedale fires – I agree with the already stated opinions of the CBFCO Dardanup, DCFCO (north) & Captain of Burekup. I would like to add that if the request for water bombers on the last hours Saturday had not been declined, even though aircraft were transitioning over-head and the request had come from a CBFCO that the escalation of these fires could have been avoided.</p> <p>I also have to question the motivation of "Park's" once this fire escalated from a point of extinguish or manage a burn off in a part of bush that has been probably troublesome to get access to. That being said, Dardanup BFB have always had a good relationship with the local Parks family and do sincerely hope this continues.</p>
<i>Initiatives</i>	Nil.
<i>Other News</i>	Nil.

Item/s For BFAC Discussion

None.

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>	Turned out to 3 incidents.
<i>Appliance and Equipment</i>	Ok.
<i>Training</i>	Monthly in house training is suspended as instructed.
<i>Meetings Held</i>	Monthly brigade committee meetings continue.
<i>Membership – Recruitment/Resignation</i>	2 new membership applications.
<i>Concerns</i>	<p>After a number of requests we still haven't been provided with the N95 or P2 masks required to be worn to turn out.</p> <p><u>Officer Comment – Mrs Erin Hutchins –Coordinator Emergency & Ranger Services</u></p> <p><i>Due to P2 and N95 masks being unavailable for a time, the Shire provided brigades with additional surgical masks as well as additional cleaning products in February. Once P2 masks became available, the Shire placed an order and these were delivered to all brigades in the first week of May.</i></p> <p><i>A limited number of additional P2 masks will be made available at BFAC.</i></p> <p>I haven't seen anyone wearing masks in an appliance when turning out to an incident, in accordance with the DFES IOP. Is it still a requirement?</p> <p>Delay in getting PPE supplies is not acceptable and we need to change the way we procure items.</p> <p>Perhaps we could allow the brigades to get quotes and source their own PPE (turn out gear).</p>
<i>Initiatives</i>	Nil.
<i>Other News</i>	AGM is complete and new office bearers elected.

Item/s For BFAC Discussion

In relation to a possible agenda item at this meeting on the Fire Prevention Order, could you please include my suggested changes below for discussion at BFAC.

1. Add the year date to the Restricted and Prohibited period (Residents have been referring to outdated Orders).
2. Add/include the requirement for a 20 metre Asset Protection Zone into the General Farming, Restricted Use and Tourism section of the Order.

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>	Seven responses (2 x local & 5 x surrounding areas).
<i>Appliance and Equipment</i>	No change – minor maintenance completed to fire tanks at West Dardanup Station.
<i>Training</i>	Has recommenced and will continue during the off season.
<i>Meetings Held</i>	Nil.
<i>Membership – Recruitment/Resignation</i>	Nil.
<i>Concerns</i>	<p>I have previously made an enquiry regarding the access between Travencore Place and Stonefield Court, West Dardanup and I am keen to seek confirmation as to the current tenure of these lots.</p> <p>If these lots were created in part as an emergency access for residents and the land is owned or vested with the Shire, I would be keen to seek MAF funding to get the Right of Way clear and accessible.</p> <p><u>Officer Comment – Ms Melissa Howard – Emergency Management Officer</u></p> <p><i>Bushfire Risk Management Officer Doug VanBavel has confirmed the fire access way between Travencore Place and Stonefield Court, West Dardanup is eligible for the MAF program.</i></p> <p><i>As per MAF Program Guidelines 2021/22 under '4.7 Eligible Land' it states "For areas designated as Freehold to the State of WA, provisions under the Local Government Act 1995 Section 3.53 are applied regarding the control of certain unvested facilities."</i></p> <p><i>Therefore this fire access way will be included in the next MAF Round 2 2022/2023.</i></p>
<i>Initiatives</i>	Nil.
<i>Other News</i>	<p>19 permits were issued from the commencement of the permit season until the end of April.</p> <p>I would like to extend a big thank you to Chris and Brendon for issuing the remainder of the permit requests for the West Dardanup area for the remainder of the season.</p>

Item/s For BFAC Discussion

1. Subdivision Development Applications

Preamble:

In recent times, members of the BFAC committee have been requested to provide information pertaining to some subdivision and Development applications lodged with the Shire. To date, these requests have usually been ad hoc and at short notice which does not allow members to provide detailed responses for the planners to consider and if appropriate, to include in their submission.

While it is recognised that members of BFAC are not town planners and so do not have a detailed knowledge in planning matters, they do have a knowledge of bushfire fighting matters, bushfire infrastructure that is necessary to provide best protection for the community and are also suited to reviewing and commenting on a BMP (bushfire management plan) if applicable.

It appears at the moment that little consideration is being given to the inclusion of infrastructure other than the default which seems to be the provision of water storage tanks at various locations without the provision of a water source to fill them. While water storage tanks are required, they should not be provided at the detriment of other infrastructure that would also support fire suppression in an area.

It is also understood that as well as the Town Planners providing comment, DFES also has involvement with regards to subdivision applications if certain criteria are met. Recent observations of these comments suggest this is done out of Perth and appears to be a desktop exercise and may not take into consideration the local knowledge BFAC members have. Input from BFAC members regarding these matters could be beneficial to assist in the sound planning of future subdivisions to ensure the safety of the public and firefighters attending incidents. It would also ensure that the BMP references the most current documentation relating to Fire Notices etc.

Questions:

1. Can BFAC be included in all subdivision assessment applications that relate to Small Holding and General Farming land to provide comment on the BMP application; and
2. Can enough time be provided to complete this assessment to ensure a detailed and considered response can be provided for the Planners to consider prior to submitting their submission for the applicable applications; and
3. Can you assure the members of BFAC that the comments provided will be considered by the Planning Department and if applicable included in their submission on the proposed subdivisions.

Officer Comment – Amanda Tuberes – Personal Assistant to Director Sustainable Development

The above questions were received by email from Mr Dyer on 3 May 2022. After a telephone discussion between Council Officer Murray Connell and Mr Dyer, a response via email was provided on 4 May 2022. Responses to the queries above have been provided in Item 9.18.

9.12 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 01/07/2022 – 30/06/2023 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	Clay Rose
Dardanup Central District	Brendan Putt
Eaton Townsite/District	Chris Hynes
Ferguson District	Lyndon Skeers
Joshua/Crooked Brook District	Jeffrey Duncombe
Upper Ferguson District	Grant Ratcliffe
Waterloo District	Robert Drennan
Wellington Mills District	Ian Bridge
West Dardanup District	Neil Dyer

9.13 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 01/07/2022 – 30/06/2023:

-

9.14 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 01/07/2022 – 30/06/2023:

-

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

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

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 01/07/2022 – 30/06/2023:

-

9.16 Title: Election of Fire Weather Officer

Nominations are to be called for the position of Fire Weather Officer in accordance with the provisions of the Bush Fire Act.

Once the Fire Weather Officer has been elected and formally endorsed by Council it will be publically advertised in accordance with Section 38(2A) of the Bush Fires Act 1954.

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommends that Council endorse the following person to the Bushfire Advisory Committee in the position of Fire Weather Officer for the period 01/07/2022 – 30/06/2023:

-

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

Reporting Department: Shire of Dardanup

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

9.17.1 Volunteer Acknowledgement

Now that the 2021-2022 fire season has come to an end, the Shire would like to acknowledge and express their gratitude of the contribution made by all volunteers across our eight Volunteer Bushfire Brigades in keeping our community safe, as well as providing assistance with many bushfires across the State.

In addition, the Shire has received a letter of appreciation from the Chief Executive Officer and Mayor of the City of Busselton (Appendix BFAC 9.17.1), thanking the Dardanup West VBFB for the part they played in response to the Eagle Bay-Meelup-Dunsborough fire.

9.17.2 Local Government Grant Scheme (LGGS)

The Shires 2022-2023 LGGS application is currently being assessed by the DFES Capital Grants Committee. The Committee determines the amount of operating expenditure, as well as capital expenditure, allocated to the Shire for the brigades.

The following Local Government Grants Scheme 2021-2022 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	
ESL - Insurance	-\$42,511.66
ESL – Total Expenditure	-\$143,719.71
Funds Remaining as at May 2022	\$14,248.63

Information Only

9.17.3 Volunteer Bush Fire Brigade Annual General Meeting (AGM)

In accordance with of the Bush Fire Brigades Local Law 2021, minutes of the bush fire brigade Annual General Meeting (AGM) are to be tabled before the Bushfire Advisory Committee.

s3.9 Minutes to be tabled before the Bushfire Advisory Committee

- (1) *The Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the Chief Bush Fire Control Officer within one month after the meeting.*
- (2) *The Chief Bush Fire Control Officer is to table the minutes of a bush fire brigade's annual general meeting at the next meeting of the –*

(a) Bush Fire Advisory Committee; or

- (b) Council, if there is no Bushfire Advisory Committee, following their receipt under subclause (1).

Officers have provided copies of the minutes of the 2022 AGM and can be found at (Appendix BFAC 9.17.3).

OFFICER RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee receives copies of the 2022 Annual General Meeting (AGM) minutes (Appendix BFAC: 9.17.3) from the Shire of Dardanup Volunteer Bush Fire Brigades.

9.17.4 Peter Robinson and Max Kerr

Mr Peter Robinson has stood down from his position as Fire Control Officer (FCO) for Joshua Crooked Brook and Mr Max Kerr from his position as Fire Control Officer (FCO) for Upper Ferguson Bush Fire Brigade. Mr Robinson has been a dedicated FCO for 3 years and Mr Kerr for 1 year. Both have been a valuable asset to the Brigades and the Shire in their roles as FCO and we wish Mr Robinson, Mr Kerr and their families all the best for the future. It is recommended that the Shire formally write to Mr Robinson and Mr Kerr, thanking them for their time and dedication to their roles as FCO.

OFFICER RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommends that the Chief Executive Officer formally write to Mr Peter Robinson and Mr Max Kerr thanking them for their service as Fire Control Officer's for Joshua Crooked Brook and Upper Ferguson Bush Fire Brigades.

9.17.5 Fire Prevention Order Review

At the last brigade leadership meeting, it was agreed there were no changes to the Shire's Fire Prevention Order. Please find attached the Fire Prevention Order for the Committee's endorsement.

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

THAT the Bushfire Advisory Committee recommend that Council adopt and advertise the 2022-2023 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 entire Restricted and Prohibited Burning Periods.

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

2 November
to
14 December
annually

PROHIBITED BURNING PERIOD

NO FIRES PERMITTED

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

RESTRICTED BURNING PERIOD

Burning Permits Required

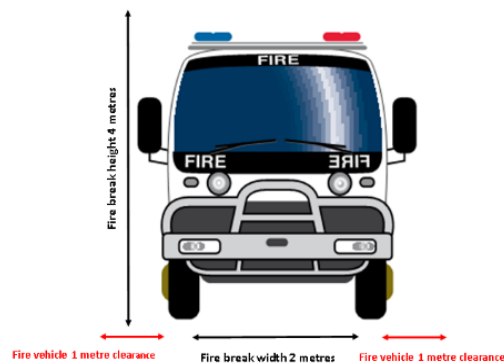
15 March
to
26 April
annually (*subject to extension*)

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 100 millimetres.
- Removal of isolated flammable material (dead tree and tree branches) **MUST** be removed.

SMALL HOLDINGS ZONE*

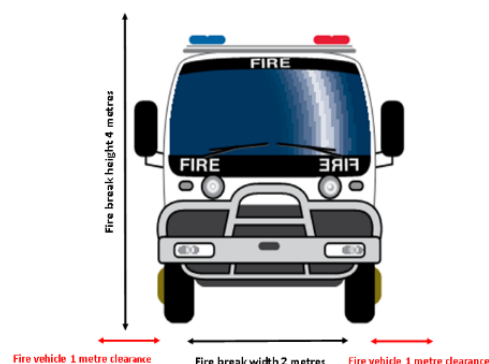
- A firebreak (as defined), must be installed immediately inside and along all property boundaries, 2 metres in width and 4 metres in height. The firebreak may only deviate from a boundary up to 6 metres, to avoid established trees and /or other natural features that would make it impractical to be installed on the boundary.
- A 20 metre Asset Protection Zone (as defined) **MUST** be slashed to a height that does not exceed 100 millimetres surrounding dwellings, sheds and all haystacks.
- All flammable material/vegetation (dead trees and branches) **MUST** be removed from the 20 metre Asset Protection Zone.
- Where slashing is not possible, material/vegetation must be burnt back or sprayed with a suitable herbicide to prevent growth throughout the entire restricted and prohibited burning periods.
- Burn piles can be kept and are approved under the following conditions:
 - a burn pile is to be no closer than 20 metres from any structure.
- All fire wood piles must be stored away from a dwelling during the restricted and prohibited burning periods.



[Minimum clearance for fire break in small holdings](#)

GENERAL FARMING, RESTRICTED USE AND TOURIST ZONES*

- **Non Irrigated lots** – a vehicle access track, 4 metre in width and 4 metre in height that **MUST** include a 2 metre wide firebreak (as defined), must be installed immediately inside and along the lot boundary where it adjoins a road and/or rail reserve. The firebreak may only deviate from the boundary, up to 6 metres, to avoid established trees/or other natural features, that would make it impractical to install a firebreak at that location.
- **Irrigated land** (as defined) is to be maintained in a non-flammable state for the whole of the restricted and prohibited burning periods.
- Firebreaks are **NOT** required on irrigated land that is being **actively and regularly irrigated throughout the entire restricted and prohibited burning periods.**
- Irrigation channels that are situated **inside and along** a lot boundary will be accepted as a firebreak provided the irrigation channel is utilised on that property throughout the **entire restricted and prohibited burning periods.**
- Burn piles can be kept and are approved under the following conditions:
 - a burn pile is to be no closer than 20 metres to any structure; and
 - a 2 metre wide and 4 metre in height firebreak is to be placed around the perimeter of any burn pile.
- All fire wood piles must be stored away from a dwelling during the restricted and prohibited burning periods.



[Minimum clearance for fire break in general farming, restricted use and tourist zones](#)

PLANTATIONS

- **BARE EARTH** firebreaks of 15 metres in width and 4 metres in height must be maintained inside and along all boundaries of a plantation with 6-10 metre wide internal firebreaks between compartments.
- Where power lines pass through plantation areas, firebreaks must be in accordance with Western Power specifications.

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

WHERE AND HOW TO OBTAIN BURNING PERMITS

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

To minimise the use of resources on unnecessary call outs, burns conducted outside the restricted burning period are encouraged to be registered with the Department of Fire & Emergency Service (DFES) Communications Centre on 9395 9209, immediately prior to commencing the burn.

Garden Refuse Urban Areas (town sites): No garden refuse is permitted to be burnt on the ground, in the open air or in an outdoor incinerator within the urban areas of Dardanup, Eaton and 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, outdoor stove and fire pits): The use of 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 to pizza oven & outdoor stove;
- an area of 2m surrounding the appliance is cleared from flammable materials;
- running water is on site and is accessible;
- a responsible able body adult is in attendance throughout; and
- the fire is completely extinguished when cooking is complete.

FIREBREAK VARIATIONS/EXEMPTIONS

If it is considered impractical for any reason to install a firebreaks or remove flammable materials from any land as required by this Order, you are required to make written application to the Shire of Dardanup **no later than 30 September each year. This application shall** include a plan detailing the alternative fire prevention measures taken on the land. Prescribed Firebreak Variation/Exemption Forms are available from the Shire of Dardanup offices or by visiting the Shire of Dardanup website. If

your request for a variation/exemption is not granted, you **must** comply with the requirements of this Order.

DEFINITIONS

For the purpose of this notice the following definitions apply:

ASSET PROTECTION ZONE (APZ)

Asset protection zones must be a minimum of 20 metres. An asset protection zone is a low fuel area immediately surround a building and is designed to minimise the likelihood of flame contact with buildings and the effect of radiant heat. It is important to maintain the asset protection zones and from flammable material. If there are large trees in the asset protection zone, consideration of having the trees pruned by a professional contactor. There should be no trees overhanging buildings or assess within the asset protection zone.

BUSH FIRE MANAGEMENT PLANS

A “Bush Fire Management Plan” means a plan that has been developed and approved by the Shire of Dardanup to reduce and mitigate fire hazards within a subdivision, lot or other area of land within the district. Where the property has an approved Bush Fire Management Plan, compliance **MUST** be achieved in accordance with the conditions stipulated in the Bush Fire Management Plan, in addition to the requirement of this notice.

IRRIGATED LAND

Irrigated land is defined as agriculture 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.

FIREBREAK

A firebreak is an area of land that has been cleared of all trees, bushes, grasses and any other object or thing which may be flammable, leaving a surface of bare mineral earth. Firebreaks must be constructed immediately inside and along all property boundaries. Firebreaks provide safer access for land owners and fire appliances to conduct fire suppression activities.

PLANTATION

Means a stand of trees of 10 hectare or larger, that has been established by sowing or planting of either native or exotic tree species and managed intensively for their commercial and/or environmental value. A plantation includes roads, tracks, firebreaks and small areas of native vegetation surrounded by plantations. Implicit in this definition is the recognition that plantations will be harvested.

AUTHORISED OFFICER

A person appointed by the Shire of Dardanup as a Bush Fire Control Officer.

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

For all fire emergencies, please dial



Would you like to become involved in a volunteer bush fire brigade?

Why not join a Shire of Dardanup Volunteer Bush Fire Brigade and learn how to prevent fires and be trained in firefighting!

Male and Female volunteers are very welcome.

There are many dimensions to being a volunteer bush fire brigade member and cadets (11-16 years of age), as all are encouraged to choose the type of activities that best suit their capabilities and interest.

Being a volunteer is a rewarding experience. It is an opportunity to meet new people, learn new skills and provide assistance in protecting your community. Respecting others, working together as a team and acting with honesty and integrity are the values embraced by members.

9.18 Title: Responses to Queries Received by Mr Neil Dyer – Mr Murray Connell

Reporting Department: Shire of Dardanup

Reporting Officer: Mr Murray Connell – Manager Development Services

The following queries were raised via email by Mr Neil Dyer and responses have been provided below.

- **Context provided by Mr Neil Dyer:**

In recent times, members of the BFAC committee have been requested to provide information pertaining to some subdivision and Development applications lodged with the Shire. To date, these requests have usually been ad hoc and at short notice which does not allow BFAC members to provide a detailed responses for the planners to consider and if appropriate, to include in their submission.

BFAC are not town planners and so do not have a detailed knowledge in planning matters however they do have a knowledge of bushfire fighting matters, bushfire related infrastructure that is necessary to provide best protection for the community and are also suited to reviewing and able commenting on a BMP (bushfire management plan) if applicable.

From recent submissions, it appears that at the moment that little consideration is being giving to the inclusion of infrastructure other than the default which seems to be the provision of water storage tanks at various locations without the provision of a water source to fill them. While water storage tanks are required, they should not be provided at the detriment of other infrastructure that would also support fire suppression in the area.

It is also understood that as well as the Town Planners providing comment, DFES also has involvement with regards to subdivision applications if certain criteria are met. Recent observations of these comments suggest this is done out of Perth and appears to be a desktop exercise and may not be taking into consideration the local knowledge BFAC members have. Impute from BFAC members regarding these matters could be beneficial to assist in the sound planning of future subdivisions to ensure the safety if the public and firefighters attending incidents. It would also ensure that the BMP references the most current documentation relating to Shire Fire Notices etc.

Question 1: *Can BFAC to be included in all subdivision assessment applications that relate to Small Holding and General Farming land and to provide comment on the BMP application?*

Officer Response – Mr Murray Connell – Manager Development Services:

BFAC comments will be requested for applications that involve strategic fire management infrastructure and this is usually at the early stages of the planning process (i.e. structure planning or rezoning).

Question 2: *Can the Planning Department ensures enough time is provided to complete this assessment of the report to ensure a detailed and considered response can be provided for the Planners to consider prior to submitting their submission for the applicable applications?*

Officer Response – Mr Murray Connell – Manager Development Services:

Yes – the maximum timeframe will be given, however the time periods for which the Shire must supply comments is mandated in planning legislation.

Question 3: *Can you assure the members of BFAC that the comments provided will be considered by the Planning Department and if applicable included in their submission on the proposed subdivisions?*

Officer Response – Mr Murray Connell – Manager Development Services:

Certainly. Any comments will be considered in light of the planning framework (specifically State Planning Policy 3.7 – Planning in bushfire prone areas).

Question 4: *Will referrals to BFAC be made through the Emergency Management Team?*

Officer Response – Mr Murray Connell – Manager Development Services:

Yes, the Emergency Management Team will liaise with the relevant VBFB should their advice be necessary.

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
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None.

13. CLOSURE OF MEETING.

The Chairperson advises that the date of the next Bush Fire Advisory Committee Meeting is to be held 12th October 2022 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.