



MINUTES

BUSHFIRE ADVISORY COMMITTEE MEETING

Held

13th March 2024

At

Shire of Dardanup
Administration Centre Eaton
1 Council Drive - EATON

This document is available in alternative formats such as:
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Upon request.

VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

TABLE OF CONTENTS

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	1
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED	2
3.	ELECTION OF CHAIRPERSON & DEPUTY CHAIRPERSON	2
3.1	<i>Bush Fire Advisory Committee 2023 Terms of Reference</i>	2
3.2	<i>Election of Chairperson</i>	3
3.3	<i>Election of Deputy Chairperson</i>	3
4.	PRESENTATIONS	4
5.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	4
6.	ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED.....	4
7.	DECLARATION OF INTEREST	4
8.	ACTION SHEET UPDATE	4
9.	REPORTS OF OFFICERS AND COMMITTEES	5
9.1	<i>Title: Update Report from Chief Bush Fire Control Officer.....</i>	5
9.2	<i>Title: Department of Biodiversity, Conservation & Attractions – Officer Report</i>	6
9.3	<i>Title: Department of Fire & Emergency Services (DFES) – Mr Ricky Southgate</i>	7
9.4	<i>Title: Burekup District Fire Control Officer Report – Mr Clay Rose</i>	8
9.5	<i>Title: Dardanup Central District Fire Control Officer Report – Mr Brendan Putt</i>	9
9.6	<i>Title: Ferguson Fire Control Officer Report – Mr Lyndon Skeers</i>	9
9.7	<i>Title: Joshua Creek / Crooked Brook Fire Control Officer Report – Mr Jeff Duncombe</i>	11
9.8	<i>Title: Upper Ferguson District Fire Control Officer Report – Mr Grant Ratcliffe</i>	12
9.9	<i>Title: Waterloo District Fire Control Officer Report – Mr Rob Drennan</i>	13
9.10	<i>Title: Wellington Mill District Fire Control Officer Report – Mr Keith Higham.....</i>	14
9.11	<i>Title: West Dardanup District Fire Control Officer Report – Mr Neil Dyer</i>	15
9.12	<i>Title: Coordinator Emergency & Ranger Services Report – Mr Stephen Loiterton.....</i>	16
10.	NEW BUSINESS OF AN URGENT NATURE.....	18
11.	CLOSURE OF MEETING.....	18

COMMITTEE MEMBERS:

Mr Chris Hynes	-	CBFCO Eaton Townsite District
Mr Clay Rose	-	DCFCO (North) / FCO Burekup District
Mr Robert Drennan	-	DCFCO (South) / FCO Waterloo District
Mr Lyndon Skeers	-	FCO Ferguson District
Mr Neil Dyer	-	FCO West Dardanup District (Deputy Chairperson)
Mr Grant Ratcliffe	-	FCO Upper Ferguson District
Mr Brendan Putt	-	FCO Dardanup Central District
Mr Jeff Duncombe	-	FCO Joshua/Crooked Brook District
Mr Keith Higham	-	FCO Wellington Mill District / Fire Weather Officer
Mr Ricky Southgate	-	Department of Fire & Emergency Services
Mr Allan Madgwick	-	Department of Biodiversity, Conservation and Attractions
Cr. T Gardiner	-	Elected Member
Cr. A Jenour	-	Elected Member
Cr. T Bell	-	Elected Member (Proxy)

STAFF MEMBERS

Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mr Stephen Loiterton	-	Coordinator – Ranger & Emergency Services
Ms Jessica Forsyth	-	Emergency Management Officer
Mr Murray Halden	-	Senior Ranger
Mrs Michelle Edwards	-	Personal Assistant

OBSERVERS

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	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. 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.

DISCLAIMER

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

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

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

SHIRE OF DARDANUP**MINUTES OF THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 13TH MARCH 2024, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 7.00PM.****1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member, Mr André Schönfeldt declared the meeting open at 7.00pm, welcome those in attendance and referred to the Disclaimer and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

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

Mr Chris Hynes	-	CBFCO Eaton Townsite District
Mr Clay Rose	-	DCFCO (North) / FCO Burekup District
Mr Robert Drennan	-	DCFCO (South) / FCO Waterloo District
Mr Lyndon Skeers	-	FCO Ferguson District
Mr Neil Dyer	-	FCO West Dardanup District
Mr Brendan Putt	-	FCO Dardanup Central District
Mr Jeff Duncombe	-	FCO Joshua/Crooked Brook District
Mr Keith Higham	-	FCO Wellington Mill District / Fire Weather Officer

Mr Ricky Southgate	-	Department of Fire & Emergency Services
Mr Afie Jazreen	-	Department of Biodiversity, Conservation and Attractions

Cr. T Gardiner	-	Elected Member
Cr. A Jenour	-	Elected Member

Staff

Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mr Stephen Loiterton	-	Coordinator – Ranger & Emergency Services
Mrs Michelle Edwards	-	Personal Assistant

Observers

Mr Mark Clark	-	Burekup VBF
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2.2 Apologies

Mr Grant Ratcliffe	-	FCO Upper Ferguson District
Mr Ryan Gibbs	-	Captain Upper Ferguson BFB
Mr Ian Bridge	-	Captain Wellington Mills

3. ELECTION OF CHAIRPERSON & DEPUTY CHAIRPERSON

3.1 Bush Fire Advisory Committee 2023 Terms of Reference

At the Shire of Dardanup Special Council meeting of the 25th October 2023, the 2023 Bushfire Advisory Committee Terms of Reference were adopted by Council [Res 263-23]. A copy of the new Terms of Reference are provided in (Appendix BFAC: 3.1).

RECEIVED

3.2 Election of Chairperson

Nominations for the position of Chairperson are to be emailed or handed to Mr Andre Schönfeldt who will be the Presiding Officer for the election. Nominations should be in writing (form provided at Appendix BFAC: 3.2).

The position of Chairperson will expire in October 2025 being the date of the next ordinary election Local Government Act 1995 2.28(2).

The nominee is to accept the nomination in writing to the position of Chairperson.

If more than one person is nominated, voting is to be conducted by secret ballot, with the candidate that receives the greater number of votes being elected.

Discussion:

Cr Tyrrell Gardiner was nominated for the position of Chairperson by Chris Hynes.

Cr Tyrrell Gardiner accepted the nomination.

As there were no other nominations, Cr Tyrrell Gardiner was elected as Chairperson unopposed.

Cr Tyrrell Gardiner thanked the committee and assumed the Chair.

3.3 Election of Deputy Chairperson

Nominations for the position of Deputy Chairperson were given to the Chairperson, in writing (form provided at Appendix BFAC: 3.3).

The position of Deputy Chairperson will expire in October 2025 being the date of the next ordinary election Local Government Act 1995 2.28(2).

The nominee is to accept the nomination in writing to the position of Deputy Chairperson.

If more than one person is nominated, voting is to be conducted by secret ballot, with the candidate that receives the greater number of votes being elected.

Discussion:

Mr Brendan Putt was nominated for the position of Deputy Chairperson by Mr Neil Dyer.

There being only one nomination, Mr Brendan Putt accepted and was declared Deputy Chairperson of BFAC.

DECLARATION

Following due process as per Section 5.12 and Schedule 2.3 of the Local Government Act 1995 the following people are declared:

Cr Tyrrell Gardiner	-	Chairperson
Mr Brendan Putt	-	Deputy Chairperson

of the Bushfire Advisory Committee.

4. PRESENTATIONS

None.

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 Bushfire Advisory Committee Meeting Held 14th June 2023****BFAC RECOMMENDED RESOLUTION**

BFAC 01-24 MOVED - Cr Tyrrell Gardiner SECONDED - Mr Chris Hynes

THAT the Minutes of the Bushfire Advisory Committee Meeting held on 11th October 2023, be confirmed as true and correct subject to no corrections.

CARRIED

6. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

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.”

None.

8. ACTION SHEET UPDATE

No actions outstanding.

9 REPORTS OF OFFICERS AND COMMITTEES**9.1** Title: Update Report from Chief Bush Fire Control Officer**Reporting Department** CBFCO - Dardanup**Reporting Officer** Mr Chris Hynes

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

Activity Report since Last BFAC Meeting

Fire Call Outs	-
Appliance and Equipment	-
Training	-
Meetings Held	-
Membership – Recruitment/Resignation	-
Concerns	-
Initiatives	-
Other News	-

Item/s For BFAC Discussion

Discussion:

Mr Hynes apologised for not submitting a report, and advised that there has been a lot going on, CBFCO has been active and involved in a number of meetings and engaged with FCO's.

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

Reporting Department	Department of Biodiversity, Conservation & Attractions
Reporting Officer	Mr Affie Jazreen

Discussion:

The following Report was tabled and read at the meeting. Report written by Darren Harvey – Fire Operations Officer DBCA and presented by Mr Affie Jazreen.

9.2.1. Prescribed Burning Autumn 2023

Wellington District 6 Burns Commenced/ Continued/ Completed.

Approx. 22,000 ha total.

Standard Prescribed Burns (high percentage of area burnt) - 4,584 ha treated.

Large Scale Mosaic Prescribed Burns (low percentage of area burnt) - 17,713 ha treated.

WTN_112 Darrell (Continuing and Completed) – 700 ha.

WTN_117 Arklow (Continuing) – 100 ha.

WTN_128 Roseneath Sherwood (Continuing) – 2,027 ha.

WTN_130 Denham (Continuing) – 1,757 ha.

WTN_134 WTN NE Cell 4 Stockyard (Commenced) – 8,715 ha.

WTN_136 WTN NE Cell 6 Bednall (Continuing) – 8,998 ha.

FPC Pine Residue Heaps on DBCA estate Plantations - McLarty completed & Bowelling yet to commence.

ALCOA yet to commence Native Forest Heaps in the mining envelope.

9.2.2. Prescribed Burning Planned 2023-24

The District has recently completed initial scheduling/ planning for the 2023-24 season. Incomplete burns from Autumn and new burns have been reviewed and re-allocated.

9.2.3. Bushfires

114 bushfires recorded for the District (14 in Dardanup Shire).

Thankyou to the Brigades for all your efforts with your local fires and the essential assistance with Departmental and DFES fires.

9.2.4. Staff/ Staff Changes

District Fire Coordinator Collie – Allan Madgwick (0409 278 435) acting for next 6 months with possibility of extension.

Fire Operations Officer Harvey – Darren Harvey (0428 552 793).

Fire Operations Officer Collie – vacant.

Assistant Fire Operations Officer Collie – vacant.

FMDP Officer Collie – vacant.

The District currently has numerous other vacancies and acting arrangements in place.

An Educational Burn is – the controlled use of fire on discovery land, on rotation year to year, this educates the public to see how burns work and talk about biodiversity.

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

Reporting Department	DFES
Reporting Officer	Mr Ricky Southgate

Discussion:

The following Report was tabled and read at the meeting.

9.3.1 Fire Season 23/24

Conditions this season has seen an early start to the fire season with the soil dryness reaching summer conditions in October. We continue to sit in very dry conditions with the SDI still sitting at 1900 in Harvey and 2000 in Collie with a strong likelihood of dry conditions like the 21/22 season, with the season extending till July. We have had a very busy and consistence season across the Southwest and the Department acknowledges and thanks every volunteer and Shire of Dardanup staff member that has aided across the Southwest. The professionalism, organisation and effective response has seen fires controlled effectively. The DFES regional office has made application for the High threat period response protocols to be extended including the extension of Aircraft resources.

9.3.2 LAT Extension

The WA LAT based out of Busselton has been extended till the 27th March 24.

9.3.3 Training

DFES Southwest region have developed an advanced training hand over program to have more qualified trainers across the Southwest. This includes approximately 8 Dardanup Volunteers who will become qualified DFES trainers.

The DFES Southwest region has emailed the 2024 training calendar, please make sure this has been emailed to all members and they are aware of the application process through Eacademy for additional training requirements.

9.3.4 Brigade training Nights

I would like to congratulate all the Shire brigades on the work to facilitate brigade level training. The uptake of training has been well received and as always I am happy to attended brigade training nights to support and assist as required.

9.3.5 High Season Fleet

The Shire of Dardanup have two DFES high season fleet, a light tanker and the 4.4. Both appliances have been crewed extensively this fire season supporting fire within and outside the Shire of Dardanup and this work from Shire of Dardanup crews has been extensive and extremely aplicated by the Department and surrounding LGA.

9.4 Title: Burekup District Fire Control Officer Report – Mr Clay Rose

Reporting Department	Burekup BFB
Reporting Officer	Mr 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>	13-10-23 Shed fire Burekup clarke st 4-11-23 Barragup 6-11-23 Henty rd 18-11-23 Henty rd 23-11-23 (Unknown) 27-11-23 Eaton (stood down) 21-12-23 Eaton fire Forrest hwy 22-12-23 Eaton fire Forrest hwy 30-12-23 Waterloo pole fire 11-1-24 Collie / Williams rd Palmer location 12-1-24 Collie / Williams rd Palmer location 21-2-24 Waterloo pole fires - 2 call outs
<i>Appliance and Equipment</i>	No issues. New tyres and rims on order. Old tyres and rims to be returned to shire or brigade to be stored for spares.
<i>Training</i>	Members joining training nights at Dardanup Central, Waterloo and Wellington Mills. Thanks to those brigades.
<i>Meetings Held</i>	Committee meeting 11-12-23
<i>Membership – Recruitment/Resignation</i>	Stable
<i>Concerns</i>	-
<i>Initiatives</i>	Christmas Santa run 24-12-23. Shire WH&S inductions meetings 1-2-24 and 19-2-24, Tyndale Farm emergency exit / Familiarisation tour
<i>Other News</i>	Upgrades and repairs completed to both standpipes Collie River Rd and Hutchinson Rd by Shire contractor. Several members have attended DFES fires Kimberly , Pilbara, and Eastern Wheat Belt .

Item/s For BFAC Discussion***Discussion:***

Mr Rose advised that the vehicle is at Isuzu currently getting low range drive and going in for new tyres.

9.5 Title: Dardanup Central District Fire Control Officer Report – Mr Brendan Putt

Reporting Department Dardanup Central BFB
Reporting Officer Mr 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

Fire Call Outs	Apologies, unable to give current number, busy season so far.
Appliance and Equipment	Appliances in good working order no outstanding faults.
Training	Training, every two weeks, new training induction held for new members plus existing, we have had on average 10 to 12 people for training attendance. Training held with Dardanup West plus Burekup in the lead up to season start.
Meetings Held	Cadets Program details.
Membership – Recruitment/Resignation	2 Resignations
Concerns	New training requirement will see approximately half of brigade stood down from active duty, based on this season of training attendance, 10 members meet the new training requirements. New training requirement needs to be flexible for volunteer availability, we have several fly in members, plus members which are outside side of shire.
Initiatives	Cadets program meeting held plans to restart in April after school holidays.
Other News	-

Item/s For BFAC Discussion

1. Item One: Welfare Budget

As per Shire requirements BFB vehicles will be required to be self sufficient in terms of water and food for at least four hours, we have water supplied but no budget for food, this is currently paid for by Brigade funds. E.g. Eaton fire truck was deployed with three separate crew changes.

Welfare not always supplied.

Discussion:

The Committee discussed this matter and were advised that when ordering water, brigades can also order welfare for brigade.

Regarding occupational Health and Safety training as Dardanup Central, 6 members outside of the Shire, 2 Fly in Fly Out members and 5 members which are dual members – they struggle to get to the trainings – Would be beneficial to have flexibility around delivering training in other ways.

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

Reporting Department *Ferguson BFB*
 Reporting Officer *Mr 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

	<u>Dress Circle</u> Ferguson LT and Ferguson High Season LT attended. Utilised Ferguson member with Ground Controller training. <u>Hopelands Rd, Nambeelup</u> Ferguson High Season LT attended with 2 crew <u>Eaton Fire</u> Ferguson LT and Ferguson High Season LT attended, 2 crew changes. High Season LT failed on the fire ground, has been replaced. <u>Harvey Dam</u> Ferguson LT attended <u>Palmer Rd (Black Diamond)</u> Ferguson LT and Ferguson High Season attended <u>Collie (Palmer State Forest)</u> Ferguson LT attended, 1 Ferguson crew, 1 Waterloo crew <u>Paradise Rd, Waterloo</u> Ferguson LT and Ferguson High Season LT attended <u>Australind/Kingston</u> Ferguson LT attended <u>ADDITIONAL:</u> Two members deployed to the Pilbara fires One member attended Collie fire in Burekup 1.4
<i>Appliance and Equipment</i>	- High season vehicle failed at Eaton fire, has been replaced and well utilized during the season - Waiting on repairs to stand pipe, broken valve.
<i>Training</i>	- Fortnightly training is ongoing. Records of attendance have been forwarded to Shire of Dardanup as requested. - WHS Inductions of the majority of active Brigade members have been completed. The balance will be finalised soon. - A number of members have completed advanced training courses including crew leader, advanced bushfire fighting and driver training - Working with all members to take advantage of additional training as per the recently released DFES training calendar.
<i>Meetings Held</i>	1
<i>Membership – Recruitment/Resignation</i>	1
<i>Concerns</i>	Under-ground power cable to light pole on Brigade grounds is faulty/damaged, previously reported to Shire.
<i>Initiatives</i>	-
<i>Other News</i>	New sign installed.

Item/s For BFAC Discussion

None.

9.7 Title: Joshua Creek / Crooked Brook Fire Control Officer Report – Mr Jeff Duncombe

Reporting Department Joshua Creek / Crooked Brook BFB
Reporting Officer Mr Jeff Duncombe

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

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	5
<i>Appliance and Equipment</i>	Two Way Radio – Handheld - Repaired
<i>Training</i>	4 Trainings held
<i>Meetings Held</i>	2
<i>Membership – Recruitment/Resignation</i>	Stable
<i>Concerns</i>	-
<i>Initiatives</i>	Built new lockers and new racking
<i>Other News</i>	-

Item/s For BFAC Discussion

None.

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

Reporting Department	Upper Ferguson BFB
Reporting Officer	Mr Grant Ratcliffe

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

Note: the report provided below was a late Report tabled at meeting:

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	14/10/23 – Wellington Forest 18/11/23 – Henty Rd/Dress Circle 23/11/23 – Brunswick Beela Rd 2/12/23 – Kingtree Rd 31/12/23 – Vehicle Fire Hackersley 10/1/24 – Collie/Bluewaters 17/1/24 – Palmer Rd/Mungalup 9/3/24 – Dalyellup
<i>Appliance and Equipment</i>	2.4 Appliance in good working order 3" Transfer pump mounted and available on licenced trailer – noting for use anywhere if required
<i>Training</i>	Numerous members completed further training on pathways to comply with Shire requirements. Internal training in combination with JCB held fortnightly – break over Jan/Feb – about to re-commence Shire induction being worked through as crews are available
<i>Meetings Held</i>	-
<i>Membership – Recruitment/Resignation</i>	A couple of prospective members
<i>Concerns</i>	-
<i>Initiatives</i>	3 members have volunteered to undertake trainer/assessor course to facilitate in-house training
<i>Other News</i>	Have had 1 landowner seek assistance for burning bushland – hoping to get this done during Autumn.

Item/s For BFAC Discussion

None.

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>	16 call-outs, with a total of 100 crew positions being filled with approximately 54 hours on fire ground's. This excludes the fire of "Forrest Hwy and Eaton Dr. 18 Fire Fighters did over 40 shifts or patrols until the incident was finally "closed". This figure does not take into account the time and dedication by other Shire Brigades or neighbouring Shire's Brigades to bring this incident to a favourable conclusion. Thank you.
<i>Appliance and Equipment</i>	3.4 Foam pump recalibrated. The loaning of equipment out on a fire ground to be covered within a procedure. All items are to be identified with Waterloo BFB markings to aid in their safe return.
<i>Training</i>	-
<i>Meetings Held</i>	-
<i>Membership – Recruitment/Resignation</i>	-
<i>Concerns</i>	ESL Emergency Services Levy. Boundaries expanding into the Dardanup Shire. Respond times and call out errors run rife and mitigation and fuel loads are not addressed making more work and less chance of getting a good result for all customers.
<i>Initiatives</i>	-
<i>Other News</i>	-

Item/s For BFAC Discussion

None.

9.10 Title: Wellington Mill District Fire Control Officer Report – Mr Keith Higham

Reporting Department	Wellington Mill BFB
Reporting Officer	Mr Keith Higham

(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>	2/12 INC#650279 Scrub Fire, Wellington Mill 21/12 Crew change for West Dardy HS4.4, Eaton 31/12 INC#653242 Vehicle Fire, Ferguson 29/2 Burn out/mop up in Ferguson HSLT, Kingston
<i>Appliance and Equipment</i>	1.4 had DPF replaced Awaiting fitting of new tyres
<i>Training</i>	30/10, 13/11, 27/11, 8/1, 22/1, 5/2
<i>Meetings Held</i>	6/11, 4/12, 8/1, 5/2
<i>Membership – Recruitment/Resignation</i>	Resignations - David and Jenni Doherty (left the area) Small number of new recruits.
<i>Concerns</i>	Fire shed infested with red back spiders, Jess organizing fumigation.
<i>Initiatives</i>	Options being presented to members on 11/3 regarding proposed 5 yr capital funding plan for upgrades to our station.
<i>Other News</i>	AGM date to be set, tentatively 29/3

Item/s For BFAC Discussion

Discussion:

The Committee was provided with an update on:

- *Training Officer – 6 new members, 5 haven't had training*
- *Mr Lyndon Skeers and Mr Ricky Southgate are helping with fire gear infrastructure plan. Discussions were held on a turn around to be installed out at Wellington Mills Fire Station. Further discussion and works to be held with Mr Chris Hynes and the Shire to manage risk which may fall in to 5 year plan.*

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

Reporting Department West Dardanup BFB
Reporting Officer Mr Neil Dyer

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

Fire Call Outs	Incidents = 12 Attendance = 28 Attendance within our area = 4
Appliance and Equipment	1.4 tanker – no issues with truck 4.4 seasonal tanker. This vehicle has been used as the primary vehicle for our brigade this season and apart from a couple of minor problems which have been repaired is going well.
Training	Continuing regular training on 2 nd and 4 th Tuesday of the month. Used a couple of training nights to complete induction and have now completed 27.
Meetings Held	nil
Membership – Recruitment/Resignation	Have had a couple of new member join, been fortunate to be able to get one through his basic training Have had a couple of current active members step back from their duties and requested 12 months off, which was endorsed to allow them to deal with personal matters.
Concerns	There still seems to be a lot of confusion as to ongoing training requirements of members. i.e attendance at local brigade training sessions and number of attendance to training per year. I believe that some of these things are currently being considered through the training planning however still needed to raise it. Time taken to arrange for masks for active members. Request was lodged early in the season and yet we are still waiting for a response. Members have raised concerns regarding not having the correct respirators when attending fires.
Initiatives	-
Other News	-

Item/s For BFAC Discussion**Discussion:**

Mr Dyer advised the Committee that the Brigade is working on getting the new members through the basic training. Couple of members have taken a step back with the level of training that has to be done, which is one factor to them taking a break, but they will be returning.

More clarity is needed around Gazetted Fire Districts and who controls the fires.

Discussion was held on Mask orders by the Shire for the Brigades.

ACTION 01/24: **Shire to provide masks that have been ordered. Brigades to email Jess Forsyth with required quantities.**

9.12 Title: Coordinator Emergency & Ranger Services Report – Mr Stephen Loiterton

Reporting Department

Shire of Dardanup

Reporting Officer

Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

Brigade AGMs

A reminder that Brigade Annual General Meetings (AGM) are to be held by 15 April each year as per the *Bush Fire Brigade Local Law 2021*.

At the AGM, the election of the 'Committee of Management' is required, which consists of the following positions:

- FCO
- Captain
- Secretary
- Treasurer
- Lieutenants
- Equipment Officer
- Training Officer
- Communications Officer
- Any other officers elected by the brigade to manage the operations of the bush fire brigade.

As with previous years, nomination forms outlining the position roles and responsibilities are to be completed. These forms outline the roles and responsibilities of the brigade officers and are required to be signed off by the officer accepting the nomination to demonstrate that they understand and agree to fulfil all the responsibilities.

As per the *Bush Fire Brigade Local Law*, the Secretary is to forward a copy of the AGM minutes and completed nomination forms to the Shire within 1 month of the AGM being held. These will then be tabled at the next BFAC meeting.

All brigade members, excluding cadets, are eligible to nominate and be nominated and invited to attend and participate in the nomination process. Members of the public are not eligible to vote.

Mitigation Activity Fund

The Western Australian government has established the Mitigation Activity Fund Grants Program (MAFGP) to reduce bushfire hazards that present a high risk to assets throughout the State. The program supports local governments with endorsed Bushfire Risk Management Plans to treat bushfire risk in their communities on State land that they manage.

The Shire of Dardanup has successfully acquitted the 2022-23 program.

Application for the next round is being prepared by the Bushfire Risk Mitigation Coordinator. A total of 26 treatments have been identified for inclusion in the application. There have been minor changes to the guidelines, which has potential to impact our application. The changes impact what treatments are deemed eligible or ineligible. Land that meets the following criteria are now ineligible: area less than 1ha in urban areas; verges; and land not in Bushfire Prone Area. However, they may be included in applications, and additional justification will be sought before approval.

Applications are due 24 April 2024.

Local Government Grant Scheme

Funding for Bush Fire Brigades and State Emergency Service units is allocated via the Local Government Grant Scheme, which itself is funded by moneys collected through the Emergency Services Levy. The Shire uses Local Government Grant Scheme to fund the operational and capital expenses of its eight brigades.

The Shire's acquittal of the 2022/23 grant has been completed. The Shire was allocated \$220,022, and spent \$245,257 (some over-expenditure was pre-approved at the time it occurred). The assessment ruled \$2,458 as ineligible expenditure. The Shire will be provided additional funding to cover the gap.

The Shire's current 2023/24 grant allocation is \$205,000. As of 29 February 2024 a total of \$242,856 has been spent. A significant amount of this overspend has been pre-approved. While additional funding was provided to cover the previous over-spend, there is no guarantee that this will be repeated in full or in part. A closer scrutiny will be taken on expenditure for the remainder of the year.

Applications are open for the 2024/25 financial year. The Shire has been offered \$196,160. This Shire has respectfully declined this offer and is preparing a details application to seek \$245,500 (not including 'Line 9' items), in recognition of increasing costs and previous year's expenditure. There are twelve Line 9 applications received from Brigades for inclusion in this year's grant application.

Also to be included in this year's application is a request for capital expenditure for an upgrade to the Ferguson station. The vehicle capital grant was considered in late 2023. The replacement of Burekup 1.4 and Dardanup Central 3.4 were accepted for the 2024/25 program, and Wellington Mills 1.4 for future years – the actual delivery dates are uncertain noting that there are three vehicles identified for replacements in earlier years that are still outstanding. Applications close on 29 March 2024.

Compliance with Fire Prevention Order

The Ranger Service has completed two rounds of inspection of fire breaks to ensure compliance with the Shire's Fire Prevention order for 2023/24. A total of 26 infringements were issued for failure to put in place suitable fire breaks, and 63 improvement notices to rectify sub-standard breaks.

Review of Emergency Service Levee Boundary

The Department of Fire and Emergency Services is conducting an annual review of the Emergency Service Levee boundaries. The Department has reviewed service delivery in the Shire and identified areas where they propose a change of category. It is noted that this change will also effect other local government areas.

The change will basically see the designated Category 2 area expand out to align with the Bunbury Ring Road. The proposal recognises that the new ring road will encourage development in such areas. This would put a significant area of rural land within the area where the Department will have designated incident control.

At a meeting with the Department, the Shire argued that while the change is expected, making the change at this time is premature. The road is still under construction and development is not likely to occur in the near or intermediate future, and may not be significant for some time. The Shire's input will be noted. The Department will advise the Shire of the outcome of the review in due course. It is anticipated that if the proposal is implemented it will come into effective in the new financial year.

Item/s For BFAC Discussion*Discussion:*

The Chief Executive Officer, Mr André Schönfeldt discussed with the Committee the recent Eaton Fire and advised that a meeting was held between the Shire of Dardanup, CFCO, Mr Chris Hynes and FCO's Mr Rob Drennan and Mr Clay Rose addressing the jurisdictions and the complexities in identifying where the line is drawn, who gets called out first, who gets notified and who has control? If a fire starts in a district then it spreads out of district, who takes control. Mr André Schönfeldt advised that a report would need to be formulated and from here this can be taken up with WALGA to get more attention on a state level.

The Shire President, Cr Tyrrell Gardiner thanked the Brigades for turn out and response to the Eaton Fire.

10. 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.]

None.

11. CLOSURE OF MEETING.

The Chairperson advised that the date of the next Bush Fire Advisory Committee Meeting is to be 12th of June 2024.

There being no further business the Chairperson to declare the meeting closed at 7:33pm.

**CONFIRMATION OF MINUTES**

"As the person presiding at the meeting at which these minutes were confirmed on the 12th of June 2024, I certify that these minutes have been confirmed as a true and accurate record of proceedings".

Signature:

A handwritten signature in black ink, appearing to read "Tyrrell", followed by a long horizontal flourish.

Email: tyrrell.gardiner@dardanup.wa.gov.au

