



AGENDA

BUSHFIRE ADVISORY COMMITTEE MEETING

To Be Held

Wednesday, 8th March 2023

Commencing at 7.00pm

At

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

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NOTICE OF BUSHFIRE ADVISORY COMMITTEE MEETING

Dear Committee Member

The next Shire of Dardanup Bushfire Advisory Committee Meeting will be held on Wednesday, 8th March 2023 in the Council Chambers, Shire of Dardanup - Administration Centre Eaton, 1 Council Drive, Eaton - commencing at 7.00pm.



MR ANDRÉ SCHÖNFELDT

Chief Executive Officer

Date: 01/03/2023

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.”

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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
Mr Jeff Duncombe	-	FCO Joshua/Crooked Brook District
Mr Keith Higham	-	A/FCO Wellington Mill District / Fire Weather Officer
Mr Ricky Southgate	-	Department of Fire & Emergency Services
Mr Reuben Jacobs	-	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

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

OBSERVERS

Mr André Schönfeldt	-	Chief Executive Officer
Mr Murray Connell	-	Executive Manager Development Services
Ms Hannah Powell	-	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 MARCH 2023, 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**4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

4.1 Bushfire Advisory Committee Meeting Held 12th October 2022

BFAC RECOMMENDED RESOLUTION

THAT the Minutes of the Bushfire Advisory Committee Meeting held on 12th October 2022, be confirmed as true and correct subject to no / the following corrections:

5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED**6. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN****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
05/22 12/10/22	Melissa Howard / Hannah Powell	Mr Chris Hynes to request the Shire Emergency Management Officer arrange a one-off information session on the OHS for the Brigade Volunteers in the event that the DFES pre-season meeting does not answer all queries and concerns of the Volunteers.	Shire Officer's are having ongoing discussions with Mr Chris Hynes to provide information on OHS requirements. The Shire has updated and/or created new forms for hazard reporting that are more relatable to the Brigades. These are still awaiting review by Chris Hynes and internal approval. Further meetings with the Brigades will be arranged once finalised.	Ongoing/ 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>	21
<i>Appliance and Equipment</i>	Bellfire have generously donated a new fire slip on fire unit Dardanup CBFCO.
<i>Training</i>	<p>I have been getting out a few brigades for training. It's been a great opportunity to pass on knowledge to new and old members.</p> <p>I recommend that brigades have a look at the latest video available on the DFES Hub Deadman's zone. I would be happy to come along and talk to your brigades about this video and working on fire lines.</p>
<i>Meetings Held</i>	<p>Meetings with Shire and Staff from the Bunbury Outer Ring Road (BORR). Following meeting with BORR I will be visiting the Road works regularly to get updates, regarding any issues around access and fire response.</p> <p>Leadership meetings. Meet and greet with Hannah Powell our new emergency management officer.</p>
<i>Membership – Recruitment/Resignation</i>	
<i>Concerns</i>	<p>Events – Re Sunflower event, we were concerned that we were alerted to this event less than a week before it was to take place. This type of event needs early notification to us as fire control officers to be able to advise any compliance needed to ensure it can be operated safely with no risk of an unwanted fire incident. Action to be advised earlier to be able to give and recommend mitigation activities to prevent incidents.</p> <p><u>Officer Comment – Ms Melanie Ring – Place & Community Officer</u></p> <p><i>The Application was submitted early, 1 November 2022 and the event approval was provided to the event organisers prior to the summer season.</i></p> <p><i>This event was the first event of its kind in the Shire – the event approval conditions that were issued at the time were to the best of our knowledge and acceptable in relation to event</i></p>

	<p><i>conditions. On reflection, conditions around fire bans were not included and should have been. The Events Assessment Team has accepted this and will ensure this does not occur again.</i></p> <p><i>Two days prior to the event, event organisers worked closely with the Place & Community Engagement Officer (PACE Officer) in relation to any possible fire bans that may occur during their event.</i></p> <p><i>As per DFES advice, the event organisers submitted an online TFB Activity Notification AFDRS including a diagram of what work was to be undertaken. Their application was approved by DFES.</i></p> <p><i>The event organisers ensured they were compliant with all the DFES conditions and did not breach any of these conditions. They were vigilant, and remained compliant ensuring the safety of all was considered and remained a high priority. Being land owners, they too understood the risk associated with an off-road activity happening during summer.</i></p> <p><i>Moving forward – when an event application form is submitted to the Shire, all applications where an event will be held during the summer months will include specific conditions around complying with www.emergency.wa.gov.au guidelines in relation to fire bans, contacting local fire control officers etc.</i></p> <p><i>The safety of the community and minimising risk is paramount.</i></p>
<p><i>Initiatives</i></p>	<p>Need extra cross over at Wellington Mills station to allow trucks to enter and leave following pick-up water from water point at station.</p>
<p><i>Other News</i></p>	<p>Weather. Total Fire Bans (TFBs) Harvest vehicle movement bans (HVMB). This has been an area of concern with the method used to calculate a TFB, we have been getting more TFB because of how it is calculated putting us into a fire ban unnecessary, this is done by the state. HVMB calculations are being done regularly by myself and Keith Higham. Our base line is 40 FBI, we have not gone above 27 FBI this season so far. This does not add up. We have regularly voiced our concerns about the difference between calculations and methods used to come up with the TFBs.</p> <p>Emails received following the recent fires in our Shire thanking everyone for their response and professionalism, please ensure you circulate with your brigade’s. Keep up the good work Team.</p> <p>Water tanks that have been installed at the stations have been working well and were utilized at the recent fire in the DBCA tenure. The water was replenished by DBCA the following day with a bulk water tanker (need for better access to site).</p> <p>At a recent public information session, I attended. I suggest the Shire looks at having an event for the fire brigade’s, to</p>

	<p>present long service medals and thank the volunteers for their work through the year.</p> <p><u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u></p> <p><i>This request has been noted. While such an event has merit, it is not eligible for LGGs funding, and no funding has been set aside in the Shire’s budget for such an event. Long Service awards were presented at the Shire’s Australia Day events and this remains an option for future years.</i></p>
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Item/s For BFAC Discussion

None.

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

No report provided.

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

Reporting Department: DFES

Reporting Officer: Ricky Southgate

No report provided.

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>	19 in total 5-11-22 Waterloo Rd Waterloo 7-11-22 Collie River Rd Burekup 24-11-22 car fire Edwards Rd Burekup 11-12-22 Roelands 21-12-22 Harris Rd Waterloo 5-1-23 car fire Forrest Hwy Waterloo 7-1-23 SW Hwy Brunswick 10-1-23 Pile Rd, Ferguson; Treendale Rd, Roelands; Johnson Rd, Yarloop; Lenard Rd DBCA, Burekup; South Rd, Wellington Mills; Rose Rd, Burekup. 11-1-23 Lenard Rd DBCA, Burekup; Boyup Donnybrook Rd, Noggerup 24-1-23 Lenard Rd 2-2-23 Paterson Rd Wellington Mills 3-2-23 Dowdells Line Waterloo 4-2-23 Dowdells Line Waterloo 16-2-23 Henty Rd Henty
<i>Appliance and Equipment</i>	Serviced SW Fire Collie.
<i>Training</i>	17-10-22 FLIR Training. 23-2-23 Burnover training Wellington Mills Station.
<i>Meetings Held</i>	7-12-22 Committee Meeting.
<i>Membership – Recruitment/Resignation</i>	One.
<i>Concerns</i>	Time taken to replace station east side fence. <u><i>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</i></u> <i>Officer's will look into this.</i>
<i>Initiatives</i>	Hoon behaviour, wrecked, stolen burnt cars, burnouts Dowdells Line, O'conner Rd, Edwards Rd, Henty Rd and lack of Australind police to apprehend offenders. 15-10-22 Brigade recon drive Collie River Rd through Felitchita block Tyndale Farm over foord river crossing through main Tyndale Farm through to Coalfields Hwy. 18-12-22 DFES community engagement officer speaks to gathering of Collie River Rd residents.

Other News	None.
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Item/s For BFAC Discussion

1. Are Ranger services in touch with Australind Police regarding the antisocial behaviour around Dowdells Line?

Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

WA Police are aware of the anti-social behaviour in the area. All issues with this type of behaviour needs to be reported to the Australind Police.

2. Can the track west of drain along Dowdells Line be maintained by Shire grader at the start of fire season annually?

Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

Officer's are checking ownership of this land as the Shire cannot undertake works on non-Shire lands.

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>	14, call outs for 000
<i>Appliance and Equipment</i>	Appliance in good order after not being available for many weeks due to incorrect fuel (add blue) being added to fuel tank.
<i>Training</i>	Training plus meeting started every 2nd week.
<i>Meetings Held</i>	General meeting.
<i>Membership – Recruitment/Resignation</i>	3 New members which need to trained in the off season.
<i>Concerns</i>	<p>Fueling up of fire trucks at the end of a long shift is a concern for volunteers' welfare, as there is not an account with local Dardanup fuel supply, also the danger of adding the wrong fuel could be avoided from a costly exercise.</p> <p><u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u></p> <p><i>The Shire has an arrangement with Ampol. These arrangements include discount off the pump-price. Issuing non-Ampol cards would put a risk to this discount for the entire organization, not just the bushfire brigades. The issuing of WEX Motorpass Fuel Cards has been investigated previously and was not suitable.</i></p>
<i>Initiatives</i>	Completion of landscaping for our courtyard area for our members with a weekend busy bee.
<i>Other News</i>	Big thankyou to the Shire for moving forward with the sealing of the car park at the rear of station and additional request have all been met thanks to great consultation with Chris Hynes.

Item/s For BFAC Discussion

1. Fuel Card - I would like to see a fuel card be opened with the Dardanup Garage so fire trucks can be refuelled in a more convenient manner.

Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

The Shire has an arrangement with Ampol. These arrangements include discount off the pump-price. Issuing non-Ampol cards would put a risk to this discount for the entire organization, not just the bushfire brigades. The issuing of WEX Motorpass Fuel Cards has been investigated previously and was not suitable.

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	10 (incl. 1 attendance by brigade members in Dardanup Central truck while LT was being serviced.)
Appliance and Equipment	Thermal imaging camera installed and operational.
Training	<p>Training twice monthly.</p> <p>Engaging with active members to ensure proficiency with volunteer hub and e-academy and that all required competencies have been completed.</p> <p>Joint training conducted with Wellington Mills Brigade x 2 – radio refresher and burn over drill.</p> <p>RUI exercise conducted at St Aidens Winery; similar exercises planned for other locations.</p>
Meetings Held	<p>1 Startup.</p> <p>1 Community function for Christmas that sourced new members.</p>
Membership – Recruitment/Resignation	2 new members.
Concerns	<p>Maps still outstanding.</p> <p><u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u></p> <p><i>We have been waiting on the engagement of a new GIS Officer who can recreate the maps, due to current digital files not printing well. The Officer has just started and we will be liaising with them to modify the maps for printing.</i></p> <p>Fuel card - Request an alternative/fleet card should be considered. Being restricted to use at Ampol stations only is not efficient during a fire situation. Two of the available options that I have found are WEX Motor pass and Fleet Card.</p> <p><u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u></p> <p><i>The Shire has an arrangement with Ampol. These arrangements include discount off the pump-price. Issuing non-Ampol cards would put a risk to this discount for the entire organization, not just the bushfire brigades. The</i></p>

	<p><i>issuing of WEX Motorpass Fuel Cards has been investigated previously and was not suitable.</i></p> <p>SMS listing still not updated. Either the list is reverting to a previous version, or the changes are not being made at some level. Updated/current lists have been forwarded again to the relevant departments. Request someone is nominated follow up to ensure the changes have been made.</p> <p><u><i>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</i></u></p> <p><i>The Shire will defer to DFES for advice on this issue.</i></p> <p>Delays in receipt of PPE. Current system of orders being dispatched ONLY when all items are available is unsafe and unsatisfactory. Suggest orders are followed up in a timely manner and any delays reported to the affected Brigade.</p> <p><u><i>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</i></u></p> <p><i>PPE Orders are being processed promptly. Due to the Emergency Management Officer being a part time role, there may be some minor delays. Some delays experienced at the end of last year were due to the Emergency Management Officer position being vacant for an extended period of time.</i></p> <p>Kit bags are unavailable to new members. We have approximately 15 members without a kit bag. We have been advised that there are no funds available for this item. Can this be reconsidered?</p> <p><u><i>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</i></u></p> <p><i>Funding per Local Government Grant Scheme is currently tracking towards an over-spend. Additional money to cover overspend is not guaranteed (without prior approval). More scrutiny will be put on requests for the remainder of the financial year. As we near the end of the financial year we will be able to assess funding availability better.</i></p>
<p><i>Initiatives</i></p>	<p>Maps of the Brigade area are still outstanding. Ferguson Brigade has funded printing and laminating of some maps to suffice until this is resolved.</p> <p><u><i>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</i></u></p> <p><i>We have been waiting on the engagement of a new GIS Officer who can recreate the maps, due to current digital files not printing well. The Officer has just started and we will be liaising with them to modify the maps for printing.</i></p>

<i>Other News</i>	Defibrillator installed and operational, it is listed on the St Johns app for access and use by the community and members of the public. Large screen TV installed and in use for training sessions.
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Item/s For BFAC Discussion

1. Cooking Fires
In the 22-23 Fire Prevention Order, says that fire rating must be below High, this is most of summer, can we change it to after 6pm and out before midnight on high and must be below Extreme. Ensuring all other conditions are met.

Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

It is recommended that the Fire Prevention Order not be changed in order to prevent confusion.

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

Reporting Department: Joshua Creek / Crooked Brook BFB

Reporting Officer: 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 – NO REPORT PROVIDED

<i>Fire Call Outs</i>	
<i>Appliance and Equipment</i>	
<i>Training</i>	
<i>Meetings Held</i>	
<i>Membership – Recruitment/Resignation</i>	
<i>Concerns</i>	
<i>Initiatives</i>	
<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

Reporting Officer: Ryan Gibbs

(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>	10/1/23 – Lennard Rd lightning strikes 11/1/23 – Lennard Rd/Pile Rd lightning strikes 11/1-12/1/23 – Attend Yabberup/Noggerup incident overnight 1/2/23 – Paterson Rd/Ferguson Rd 16/2/23 – Henty Rd
<i>Appliance and Equipment</i>	1. Pump delivery had a flange failure at Paterson Rd (1/2/23) incident which dumped the entire 2,000L to the ground in approx. 60 seconds. Perhaps there should be a maintenance schedule for all rubber flanges/seals on these trucks to be replaced after a defined period? Pleasingly this was repaired and the truck back in service within 12 hours. Thanks to SW Fire. <u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u> <i>The Shire notes the above suggested maintenance advice.</i> 2. An electrical fault due to rubbing wires was reported on 4/11/22 and repaired 8/11/22.
<i>Training</i>	An extensive training program has been coordinated by our new training officer Dave Humphreys. A combined initiative with JCB has seen fortnightly sessions alternating stations; <ul style="list-style-type: none"> 6/10/22; 20/10/22; 3/11/22; 1/12/22; 15/12/22 In addition, there have been combined sessions at WMBFB with Ricky Southgate coordinating training drills on Radio use (19/12/22) and Burn-over (23/1/23).
<i>Meetings Held</i>	General Meeting held 14/10/22 regarding season preparation.
<i>Membership – Recruitment/Resignation</i>	2 new members with a further 3-4 prospective members expressing interest.
<i>Concerns</i>	Incidents at the edge of the Upper Ferguson region where our crew has not been called. Chief and FCO have discussed

	<p>reinforcing the need for crews to attend of those brigades where the incident is in their “backyard”.</p> <p><u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u></p> <p><i>The Shire will defer to DFES for advice on this issue.</i></p>
<i>Initiatives</i>	None.
<i>Other News</i>	Water tank at station – installation underway.

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>	26 with 139 crew positions filled. A total of 152 hours on the fire ground.
<i>Appliance and Equipment</i>	
<i>Training</i>	First Wednesday of every month. We will be asking brigade members if they would like to increase this to every fortnight over the peak season.
<i>Meetings Held</i>	None.
<i>Membership – Recruitment/Resignation</i>	4 new members.
<i>Concerns</i>	New 3.4 driver training needs more work. <u><i>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</i></u> <i>The Shire will defer to DFES for advice on this issue.</i>
<i>Initiatives</i>	
<i>Other News</i>	Chris Locke deployed to the Kimberley for flood relief.

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: 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>	2/1/23 – Harvey (Stansfield Rd) 3/1/23 – Wellington Forest (Pile Rd) 10/1/23 – Wellington Mill (South Rd). Mop-up and patrol for 1 week post ignition 10/1/23 – Wellington NP (Pile Rd) 1/2/23 -Wellington Forest (Patterson Rd). Mop-up and patrol for 2 weeks post ignition 4/2/23 – Paradise (Dowdells Line)
<i>Appliance and Equipment</i>	1.4 and High season LT
<i>Training</i>	16/1/23 (High season LT familiarization) 23/1/23 (Burnover drill, in-cab air with multiple SOD brigades in attendance) 6/2/23 @ Ferguson BFB (RUI)
<i>Meetings Held</i>	9/1/23 (Committee meeting) 27/1/23 (Committee meeting) 13/2/23 (Patterson Rd community/brigade debrief) 24/2/23 (Committee meeting scheduled)
<i>Membership – Recruitment/Resignation</i>	Richard Howell – resignation (left the area) Ian Bridge stepped down from the FCO role 8/12/22
<i>Concerns</i>	Succession planning – WHS legislation changes have resulted in 2 leadership resignations and creating stress for others who are considering stepping up.
<i>Initiatives</i>	LGGS grant application submitted for increased size inverter generator given we now run the new water tank from a 240V pump. <u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u> <i>Line 9 items will be assessed per guidelines.</i> Communicated our interest in our brigade participating in BART rollout. <u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u> <i>Approval to spend LGGS funds has been received. A purchase order has been raised.</i>

	Red/green signs on front of station to indicate which appliances are out/in.
<i>Other News</i>	None.

Item/s For BFAC Discussion

1. Potential for pedestrian / vehicle interaction. During recent incident in Wellington Mill it was observed there is potential for serious injury as multiple appliances drive in and reverse up to the filling point from our new tank and pump. Recommendation is to create a one way, drive through traffic flow with another road access point, as well as moving member parking to alongside the church next door or behind the station. Seeking support for this proposal and initiation of capital project to eliminate this risk.

Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

The Shire will look into the risk and remediation measures.

2. Brigades from > 120km away being turned out to incidents < 30km from our station. The view of our brigade is that this is endangering our neighbouring communities whilst unnecessarily frustrating our community. Recommendation is that initial response support beyond the capabilities of the managing Shire should come from the closest neighbouring Shire/brigades when lives and property are under threat. If the strategic preference is then to sustain response using out of region strike teams, then neighbouring brigades can be stood down once those resources arrive.

Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

The Shire will defer to DFES for advice on this issue.

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>	Attended 17 incidents both locally and at surrounding areas.
<i>Appliance and Equipment</i>	Have had the 1.4 and have had a seasonal 2.4 for periods of the season. Have shared with Central.
<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>Our Brigade would like a large plan showing the extent of emergency access and drainage tracks vested or owned by the shire. This would enable planning for future MAF funding.</p> <p><u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u></p> <p><i>The Bushfire Risk Mitigation Officer is compiling a list that should encompass the issue.</i></p> <p>Still receiving requests regarding fire break exemptions and the need to clear where the lot is reticulated. Requests have been received for exemptions where the break is a green and mowed portion of land and is clear for 2m x 4m.</p> <p><u>Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services</u></p> <p><i>Currently legislation with reference to Section 33 of the Bush Fires Act 1954, land owners are required to complete prevention works on the land in accordance with the Shire of Dardanup Fire Prevention Order.</i></p> <p><i>Currently the definitions for a fire break is:</i></p> <ul style="list-style-type: none"> - <i>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.</i> - <i>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.</i>

	<i>If land owners need to comply with the FPO or if that is impractical a fire break exemption is required. Further clarification of the concern is required to comment further.</i>
<i>Initiatives</i>	
<i>Other News</i>	

Item/s For BFAC Discussion

1. Fire break Notice requirements for 2 – 8 acre lots where the land is reticulated and mowed.

Officer Comment – Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

Currently legislation with reference to Section 33 of the Bush Fires Act 1954, land owners are required to complete prevention works on the land in accordance with the Shire of Dardanup Fire Prevention Order.

Currently the definitions for a fire break is:

- *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.*

If land owners need to comply with the FPO or if that is impractical a fire break exemption is required. Further clarification of the concern is required to comment further.

9.12 Title: Bunbury Geographe Integrated Information Network (BGIRPIN) – Mr André Schönfeldt

Reporting Department: Shire of Dardanup

Reporting Officer: Mr André Schönfeldt – Chief Executive Officer

9.12.1 *Bunbury Geographe Integrated Information Network (BGIRPIN)*

Mr André Schönfeldt will provide an overview of the information provided at Appendix BFAC 9.12.1 on the Bunbury Geographe Integrated Information Network (BGIRPIN). A link to a YouTube clip is also provided for further background: https://www.youtube.com/watch?v=q_ggd4ZsjV4 and you can view the Latrobe Valley Information Network here: <https://lvin.org/#/>.

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

Reporting Department: Shire of Dardanup

Reporting Officer: Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

9.13.1 Annual General Meeting

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.

9.13.2 Mitigation Activity Funding

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 been successful applicant in the MAFGP and will be completing a range of treatments to reduce the risk of bushfire across our communities. The Bushfire Risk Mitigation Coordinator is working on the implementation of these works.

HENTY RESERVE – FIRE ACCESS WAY/ MECHANICAL WORKS

Treatment Type	Treatment Objective	Primary Asset Name
Mechanical Works	Create an Asset Protection Zone by parkland clearing / mulching vegetation to reduce elevated fuels to a compacted state across 90% of planned area. Using hand crews due to the limited access for machines. Asset ID - DARDDP537	Gardincourt Drive (42), Henty
Mechanical Works	Create an Asset Protection Zone by parkland clearing / mulching vegetation to reduce elevated fuels to a compacted state across 90% of planned area. Using hand crews due to the limited access for machines. Asset ID - DARDDP538	Gardincourt Drive (49), Henty
Mechanical Works	Create an Asset Protection Zone by parkland clearing / mulching vegetation to reduce elevated fuels to a compacted state across 90% of planned area. Using hand crews due to the limited access for machines. Asset ID - DARDDP445	BFB - Ferguson, Henty
Mechanical Works	Create an Asset Protection Zone by parkland clearing / mulching vegetation to reduce elevated fuels to a compacted state across 90% of planned area. Using hand crews due to the limited access for machines. Asset ID - DARDDP540	The Dress Circle (39), Henty

Henty Reserve is a difficult site due to accessibility. The first step is creating access to the Reserve in order to conduct fuel reduction and ongoing maintenance.

Objectives of these treatments include;

- Install an access point of the Dress Circle emergency fire access way including gate
- Install fire access way suitable for a Light Tanker, including turn around circle and drain crossing
- Remove non-natives where possible to do so
- Undertake fuel reduction works across the reserve using hand crew

MILLARS CREEK – MECHANICAL WORKS

Treatment Type	Treatment Objective	Primary Asset Name
Mechanical Works	Create an Asset Protection Zone by parkland clearing / mulching vegetation to reduce elevated fuels to a compacted state across 90% of planned area. Using hand crews due to the limited access for machines. Asset ID - DARDDP0157	Alice Court (3-6), Millbridge
Mechanical Works	Create an Asset Protection Zone by parkland clearing / mulching vegetation to reduce elevated fuels to a compacted state across 90% of planned area. Using hand crews due to the limited access for machines. Asset ID - DARDDP0160	Hunter Circle (1-3), Millbridge
Mechanical Works	Create an Asset Protection Zone by parkland clearing / mulching vegetation to reduce elevated fuels to a compacted state across 90% of planned area. Using hand crews due to the limited access for machines. Asset ID - DARDDP0162	Castlereagh Vista (2-18), Millbridge
Mechanical Works	Create an Asset Protection Zone by parkland clearing / mulching vegetation to reduce elevated fuels to a compacted state across 90% of planned area. Using hand crews due to the limited access for machines. Asset ID - DARDDP0176	Millbridge Boulevard (36-38), Millbridge
Mechanical Works	Conduct mechanical works to produce an hazard separation zone by slashing elevated vegetation. Asset ID - DARDDP165	Castlereagh Vista (17-33), Millbridge

Millar creek is highly valued community environmental asset maintained by the Parks & Gardens crew, however planted vegetation is extensively overgrown in certain areas and has blocked access points.

Objectives of these treatments include;

- Upgrade access point off Hunter Circle Park including tree removal

- Upgrade existing fire access way from Hunter Circle to Castlereagh Vista including limestone surfacing
- Extensively thin vegetation between Castlereagh Vista and creek line
- Spray woody weeds and remove any non-natives across remaining treatment areas
- Slash long dry grass on river plain adjacent to the Eaton Drive Bridge

WARBURTON ROAD – PRESCRIBED BURN

<i>Treatment Type</i>	<i>Treatment Objective</i>	<i>Primary Asset Name</i>
Mechanical Works	Create an Asset Protection Zone for Houses & Agriculture Infrastructure along Warburton Road by using mechanical means to compact elevated fuels across 80% of the treatment area. This will help with residents to evacuate during a bushfire as this is their only emergency access. Asset ID - DARDDP374	Warburton Road (2), Crooked Brook

Warburton Road is 2km long. Large logs from previous years storms have already been removed.

Objectives of this treatment include;

- Conduct a prescribed mosaic burn in Autumn with local bushfire brigades.
- Ensure large trees and fence line is have a rake-hoe buffer before burn is conducted.

Follow-up chemical spray to be carried out post burn.

WEST DARDANUP – FIRE ACCESS WAY

<i>Treatment Type</i>	<i>Treatment Objective</i>	<i>Primary Asset Name</i>
Mechanical Works	Install mineral earth fire access track using limestone to create 2nd ingress - egress for sounding residents. Asset ID - DARDDP0542	Fire Access Way, Travencore Place

Self-seeded native trees have grown in the eastern end of fire access way completely restricting access.

Objectives of this treatment include;

- Removing trees from fire access way that are restricting access.

Resurfacing entire fire access way between Travencore and Stonefield.

9.13.3 Local Government Grant Scheme (LGGs)

The Shire sent an email to FCOs, Captains and Secretaries on the 21st December 2022 requesting advice on suggestions for 'Line 9' items for the 2023-24 LGGs application. Thank you for those who submitted their requests.

The Shires LGGs application will be 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.

9.13.4 Ordering PPE

Commencing this year PPE and related fire fighting equipment requests require completion of Form 180 to be sent to Brigade@dardanup.wa.gov.au. This process was initiated to avoid delays that have been experienced recently, especially to avoid orders going missing.

9.13.5 Work Health and Safety

With the implementation of the new Work Health and Safety legislation there has been concerns raised about the implications for volunteers. Several meetings have taken place between the Shire and the Chief Fire Control Officers to allay these concerns.

The Shire is working on a process for capturing WH&S incident. The Shire's reporting forms have been amended to be more relatable to bush fire volunteers (staff/actions/property). The forms are to be reviewed by Chris (Chief BFCO) in coming weeks and approved by the Shire. Once approved, WHS officer (Jarrad) and I have agreed to will meet with the BFB FCO's and Captain's to outline and discuss the requirements and reporting processes by the brigade and its volunteers.

9.13.5 Radio Call-signs

A complaint has been noted in relation to the call-signs for the Ferguson and Upper Ferguson brigades. The substance of the complaint is that the two call-signs are so similar as to cause confusion, especially if the radio operator commences to speak before they press the PPT button.

A risk assessment has been completed (Appendix BFAC 9.13.5) and forwarded to the Shire's WHS Officer who has fully supported and endorsed the risk assessment, with the treatments provided deemed satisfactory for the hazard to be dealt with in the best possible way to achieve a suitable outcome.

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

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

13. CLOSURE OF MEETING.

The Chairperson advises that the date of the next Bush Fire Advisory Committee Meeting is on Wednesday 14th June 2023 at 7.00pm.

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