



Shire of Dardanup

APPENDICES

COMMITTEE MEETINGS

ORDINARY COUNCIL MEETING

To Be Held

Wednesday, 18th October 2023
Commencing at 5.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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Shire of Dardanup

Minutes

BUSH FIRE ADVISORY COMMITTEE MEETING

Held

Wednesday, 11th October 2023
Commencing at 7.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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SHIRE OF DARDANUP

MINUTES OF THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 11th OCTOBER 2023, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 7.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson, declared the meeting open at 7.00pm welcomed 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 Lyndon Skeers	-	FCO Ferguson District
Mr Neil Dyer	-	FCO West Dardanup District (Deputy Chairperson)
Mr Ryan Gibbs	-	Captain Upper Ferguson BFB
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 [via Teams 7.03pm]
Mr Ricky Southgate	-	Dept. of Fire & Emergency Services
Cr. T Gardiner	-	Elected Member (Chairperson)
Cr. M T Bennett	-	Elected Member

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
Mrs Donna Bailye	-	Manager Governance

OBSERVER

Chris Beuglough	-	Capt Joshua Crooked Brook.
Rob Allen	-	Capt Dardanup West.

2.2 Apologies

Mr Robert Drennan	-	DCFCO (South) / FCO Waterloo District
Mr Grant Ratcliffe	-	FCO Upper Ferguson District
Mr Allan Madgwick	-	Dept. of Biodiversity, Conservation & Attractions

3. PRESENTATIONS

None.

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

[4.1 Bushfire Advisory Committee Meeting Held 14th June 2023](#)

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

BFAC 09-23 MOVED - Cr. T Gardiner SECONDED - Mr C Hynes

THAT the Minutes of the Bushfire Advisory Committee Meeting held on 14th June 2023, be confirmed as true and correct subject to no corrections.

CARRIED

5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

6. DECLARATION OF INTEREST

The Chairperson, Cr M Bennett asked if there were any Declarations of Interest to be made.

- *Cr. T Gardiner declared a Proximity Interest in 'Item 8.13 Firebreak Exemption', due to his property being located near other properties requesting firebreak exemptions.*

7. ACTION SHEET UPDATE

No actions outstanding.

8 REPORTS OF OFFICERS AND COMMITTEES

8.1 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

<i>Fire Call Outs</i>	-
<i>Appliance and Equipment</i>	-
<i>Training</i>	<p>Training courses, Thanks Lindon for your effort getting the new members trained up.</p> <p>Thanks to Hannah and Ricky getting the Driver training course available for our brigade’s members to attend.</p> <p>Cadet training, thanks to the brigades that have stepped up to get the program going.</p>
<i>Meetings Held</i>	Chief Forum at Center of Excellence 2-day workshop.
<i>Membership – Recruitment/Resignation</i>	-
<i>Concerns</i>	-
<i>Initiatives</i>	Well done to Wellington Mill in being a finalist WAFES Conference and Awards. Firefighting Team Achievement Award
<i>Other News</i>	<p>Locks. New combination locks have been installed at water tank locations and brigade tanks the code has been circulated to brigades to share with members.</p> <p>The #9 Key will still have a use to access reserves etc. please keep them secure on your appliance.</p> <p>Bart and SMS fire messages will still come out together. You are required to reply to the message regardless weather you are attending or not at the time of receiving the alert to a incident with Green thumbs up or thumbs down.</p> <p>Special note this doesn’t send a reply to comcenter, that you or a brigade is turning out.</p> <p>This must be done via a phone call to comcenter at the very earliest. Stating that a crew is heading to the station and will be mobile in # of minutes. If comcenter don’t get acknowledgement in about 7 minutes of the first call to the group call, they will be ringing the Chief to ask if a brigade is responding and I’ll be needing to find out what brigades are going as well.</p> <p>Please communicate your actions early. Vehicle servicing is under way</p>

Item/s For BFAC Discussion

Discussion:

Mr Chris Hynes updated the Committee on the recent training undertaken and advised that a total of 21 people took part in the weekend training course.

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

Reporting Department Department of Biodiversity, Conservation & Attractions
Reporting Officer Mr Allan Madgwick

No report.

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

Reporting Department DFES
Reporting Officer Mr Ricky Southgate

(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>	-
<i>Appliance and Equipment</i>	-
<i>Training</i>	Due to the industrial action currently ongoing within the Department unfortunately courses have been cancelled. This has impacted some Shires; the Bushfire courses are still being run in the South West Region. All courses have been oversubscribed by volunteers indicating the ongoing need for training. A mention and recognition to Hannah and the brigade leadership teams for their work having volunteers carry out required training. There has been a huge up take in the training and I like to hope next year this will continue.
<i>Meetings Held</i>	-
<i>Membership – Recruitment/Resignation</i>	As you would be aware, due to industrial actions the office is at a reduced capacity for Staff. Both the District Officer rural and District Officer urban have been vacant. I will be filling the District Officer Wellington role until the 1 st Of January then Brett will be back. My AO spot will hopefully be filled in due course. As for now I will continue covering both roles. BRMO North Darragh Wills has taken up employment elsewhere with his last day with DFES on Thursday 17/08/23. The recruitment process of this position has been advertised.
<i>Concerns</i>	-
<i>Initiatives</i>	-

(Appendix ORD: 12.5.1)

<p><i>Other News</i></p>	<p><u>Deployments</u> You may have seen both DFES and DBCA have been sending personnel on international deployments to Canada, with there likely to be further requests for fire crew ongoing. Should you have Volunteers interested in any of the roles including arduous fire fighting please remind them of the process for registering on the deployment register.</p> <p><u>High Season Fleet</u> High-season fleet recall has been completed, the regional office has 2x light tankers and a 2.4 for mitigation works. These have been used at Dardanup to back fill trucks that are away for servicing and has been very useful.</p> <p><u>Prescribed burn activities</u> The regional office continues to carry out prescribed burn works with most of the program in the Shires of Collie, Harvey, and Murray. Thank you for providing crews when called for to support this works. We have sent Volunteers up to the Kimberley for prescribed fire activities to provide support and provided development for volunteers.</p> <p><u>Combine emergency services legislation</u> The combine emergency services legislation should be out for public consultation before the end of the year. Keep a look out for this if you are interested in reviewing and providing feedback. Keep in mind this legislation is not likely to be in force until at least 2025.</p> <p><u>Volunteer Hub</u> Just a reminder of the Volunteer hub, its upgrade has made it much more user friendly and is a good place for volunteers to find additional information including any courses or events being held by DFES and the Bushfire Centre of excellence.</p> <p><u>RUI West Dardanup</u> The RUI was completed in West Dardanup on Saturday 23-08-23 with a good turn out and positive feedback from all involved. Thank you to the work everyone put in for the organisation of the event. Special mention to Dardanup Butchering company for the donation of the sausages.</p>
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Discussion:

Mr Ricky Southgate advised the Committee that the Shire of Dardanup had deployed 4 volunteers from 4 separate local Bushfire Brigades to Broome to assist with the Kimberley Fires.

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

Reporting Department	<i>Burekup BFB</i>
Reporting Officer	<i>Mr Clay Rose</i>

(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>	17-6-23 O'Connor Road Verge 26-06-23 (Roelands Brigade area) Coalfields highway truck fire 19-8-23 Crampton Road Grass Tree
<i>Appliance and Equipment</i>	No Issues.
<i>Training</i>	2 members obtained MR license. 3 members attended off road driving course.
<i>Meetings Held</i>	30-8-23
<i>Membership – Recruitment/Resignation</i>	Stable.
<i>Concerns</i>	Membership not increasing.
<i>Initiatives</i>	-
<i>Other News</i>	Station received new colour bond side fence. Thanks to Dardanup Shire ratepayers.

Item/s For BFAC Discussion

None.

8.5 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

<i>Fire Call Outs</i>	2 Call Outs for 000.
<i>Appliance and Equipment</i>	Appliance with Collie fire being serviced, currently a high season 3.4 replacement.
<i>Training</i>	Training, several training sessions in the off season, also various members have attended DFES courses. Aiims 2017, Ground Controller, Sector Commander, Pump Operations, On and Off Rd, Aiims Awareness.
<i>Meetings Held</i>	Cadets program details.
<i>Membership – Recruitment/Resignation</i>	Three new members.
<i>Concerns</i>	Mobile coverage very poor in different areas as Telstra plan to phase out 3G Network, personally my coverage is very unreliable no 4G or 5G coverage.
<i>Initiatives</i>	Cadets program running well, thank you for the support of contributions and members to help from each brigade and we have secured various grants to make a great program viable.
<i>Other News</i>	WAFES Conference Attended by Finn DAU & Luker Busher, very positive feedback. Highlights to share with members highly recommend. Bull and Barrel Display A display is being made with details of how to join as a volunteer, Bush fire preparation, etc. Thank you Ferguson for LT for water display for kids, plus Dardanup West , Waterloo FB, burning of the bull support.

Item/s For BFAC Discussion

Discussion:

Mr Brendan Putt reported on the success of the Bull & Barrell Festival held on the 7th October 2023 at Dardanup. Thanks were extended to the Ferguson, Waterloo, Dardanup West and Joshua/Crooked Brook Fire Brigades for their assistance. It was noted that the Dardanup West BFB truck was deployed hourly to provide water to the new toilets and advised that this was unsatisfactory and was something that needed to be investigated further.

8.6

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

<i>Fire Call Outs</i>	One – Dowdells Line
<i>Appliance and Equipment</i>	LT due for servicing, no issues.
<i>Training</i>	Commencing twice monthly training, working on implementing the new safety induction protocol with all members. We will also be conducting further BART and e-academy training now that internet has been connected at the fire shed.
<i>Meetings Held</i>	One.
<i>Membership – Recruitment/Resignation</i>	One new member.
<i>Concerns</i>	-
<i>Initiatives</i>	Lyndon Skeers conducted training of new members of Ferguson, Waterloo, Wellington Mills, Joshua Crooked Brook and Dardanup West Brigades. Bush Safety Awareness and Firefighting Skills training completed for those members.
<i>Other News</i>	New sign for exterior of shed has been designed and is due to be installed. Starlink internet has been connected at the shed and is working well.

Item/s For BFAC Discussion

None.

8.7 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>	Two.
<i>Appliance and Equipment</i>	Mobile phone repaired and Starlink to be installed soon.
<i>Training</i>	Twice monthly.
<i>Meetings Held</i>	Two.
<i>Membership – Recruitment/Resignation</i>	Two new members have done basic training.
<i>Concerns</i>	-
<i>Initiatives</i>	Building lockers and new racking.
<i>Other News</i>	-

Item/s For BFAC Discussion

None.

8.8 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)

Activity Report Since Last BFAC Meeting

<i>Fire Call Outs</i>	(No report received)
<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

Discussion:

Mr Ryan Gibbs provided the Committee with an update on the Training undertaken by the Upper Ferguson Brigade.

8.9

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>	-
<i>Appliance and Equipment</i>	Waterloo 3.4 transmission has been replaced by Bunbury Isuzu under warranty.
<i>Training</i>	First night, working with heavy machinery and establishing a containment line.
<i>Meetings Held</i>	-
<i>Membership – Recruitment/Resignation</i>	Three new members of which two are experienced volunteers from Bunbury.
<i>Concerns</i>	-
<i>Initiatives</i>	-
<i>Other News</i>	-

Item/s For BFAC Discussion

None.

(Appendix ORD: 12.5.1)

8.10 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>	(No report)
<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

Discussion:

Mr Keith Higham updated the Committee on the new members and the trainings undertaken by the Wellington Mill Brigade.

(Appendix ORD: 12.5.1)

8.11

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)

<i>Fire Call Outs</i>	One.
<i>Appliance and Equipment</i>	1.4 has been serviced and they were able to identify a couple of faults that were reported
<i>Training</i>	Internal training has continued within the brigade. A number of members have also attended DFES training within the period. REI training booked for the Dardanup west area for 23 September 2023
<i>Meetings Held</i>	-
<i>Membership – Recruitment/Resignation</i>	Two new members have joined the brigade and have or are booked in for basic training
<i>Concerns</i>	Still waiting on local maps of the areas to be provided.
<i>Initiatives</i>	-
<i>Other News</i>	-

Item/s For BFAC Discussion - None.

Discussion:

Mr Neil Dyer wished to thank the Shire for the offroad training provided and the benefits the members have received from the training.

8.12

*Title: Coordinator Emergency & Ranger Services Report – Mr Stephen Loiterton***Reporting Department***Shire of Dardanup***Reporting Officer***Mr Stephen Loiterton – Coordinator Emergency & Ranger Services***Activity Report Since Last BFAC Meeting**

Hannah Powell, the Emergency Management Officer, will be taking leave from October to July. Jessica Forsyth will be filling in for Hannah Powell during this period.

The Shire is progressing works in relation to the Bushfire Mitigation Activity Fund with the following updates:

AREA	ITEM	STATUS
Henty Reserve	Installing an access point off the Dress Circle emergency fire access way including gate	Completed
	Installing fire access way suitable for a Light Tanker, including turn around circle and drain crossing.	Completed
	Removing non-natives where possible to do so.	Completed
	Undertake fuel reduction works across the reserve using hand crew.	Completed
	Quotations to upgrade fence around Ferguson Fire Shed.	Completed
	Grinding of stumps due to regrowth post removal of non-native trees lining fire access way.	In progress
Millars Creek	Upgrade access point off Hunter Circle Park including tree removal.	Completed
	Quotations to upgrade existing fire access way from Hunter Circle to Castlereagh Vista with limestone surface.	Completed
	Thinning vegetation between Castlereagh Vista and creek line.	Completed
	Quotations to spray woody weeds and remove any non-natives across remaining treatment areas.	In progress
	Quotations to slash long dry grass on river plain adjacent to the Eaton Drive Bridge.	In progress
	Creation of a 10m buffer area around Millbridge Blvd Bridge.	In progress
Warburton Road	Investigating mechanical works option instead of a prescribed mosaic burn in Autumn with local bushfire brigades	In progress (Will be a combo)
	Follow-up chemical spray to be carried out post treatment	Pending
West Dardanup Fire Access Way	Removing trees from fire access way that are restricting access	Completed
	Resurfacing entire fire access way between Travencore and Stonefield	Completed

The Fire Prevention Notice was accepted by Council and published in the *Gazette* of 21st July, and in *South West Times* of 31st August. The Shire will be sending out postcards in mid-October to remind everyone about the requirements.

Fire Control Officer appointments were accepted by Council and published in the *Gazette* of 21st July.

(Appendix ORD: 12.5.1)

The Local Government Grant Scheme funding for 2022/23 was acquitted in August.

Total budget	\$201,508
Total expenditure	\$245,527
Overspend	\$ 25,505

\$13,342 was pre-approved for overspend, and additional funding is anticipated to cover this expenditure. This funded: installation of CCTV at Waterloo, increase in cost of CCTV at Burekup, completion of Upper Ferguson water tank, and subscription to BART.

Some additional funding may be provided to cover other unexpected costs, such as MR licence training courses, but not guaranteed.

As yet we have not been advised of any decision in relation to our claims for reimbursement of a portion, if not all, of the amount overspent.

For the current financial year 2023/24:

Total budget	\$218,446	
Line 1-8	\$205,000	
Line 9 projects	\$13,446	(Upper Ferguson fast fill trailer, Dardanup Central CCTV, Dardanup West toolkit, Joshua Crooked Brook CipherTel communications link & Joshua Crooked Brook pump relocation/filtration system)

Given the overspend in 2022/23 there will be greater scrutiny on operational expenditure requests in 2023/24.

A new induction program was launched in September that will ensure all new members have consistent and sufficient training to enable the Shire and Brigades to demonstrate obligations re work health and safety.

With the 3G mobile network being switched off in the next 6-9 months, the AVL units in all DFES vehicles that rely on 3G are to receive upgraded AVL units that use 4G. The Shire will arrange for the swapping out of AVL units during the annual maintenance of the vehicles ahead of the bushfire season.

Item/s For BFAC Discussion

1. *Minimum Training Standards*

Council's current policy regarding the minimum training for bushfire brigade members (CP077 – Brigade Volunteer Minimum Fire Training Requirements) (Appendix BFAC: 8.12A) requires updating. The current policy requires volunteers attend courses for some pathways that no longer exist. There are aspects of the policy that require an investment in time that many volunteers do not have prior to being elevated into office bearer roles.

A revised minimum training standard has been discussed between the Emergency Management Officer, Brigades and the Department of Fire and Emergency Services. The new proposal also recognises that for some skills it is sufficient that a minimum number of members in a brigade have that training, and not necessarily solely by office bearers themselves.

The attached table summarises the requirements with the policy updated with tracked changes (Appendix BFAC: 8.12B).

(Appendix ORD: 12.5.1)

Discussions:

The Committee supported Draft Policy Items 3.1 to 3.5 (inclusive) and advised that they wished to propose an amendment to the Draft policy as presented to the Committee in relation to Item 3.6 – Brigades.

The Committee discussed in details the current roll out procedures and current requirements and it was agreed that the Draft Policy wording for 3.6 Brigade be amended to refer to Incident Controllers:

3.6 Incident Controllers.

The Shire of Dardanup will have access to four (4) Level 1 Incident Controllers from across all the Brigades for Incident management.

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

BFAC 10-23 MOVED - Mr L Skeers SECONDED - Mr C Hynes

THAT the Bush Fire Advisory Committee recommend to Council that

1. Council notes the proposed minimum standards for Brigade Volunteer Minimum Fire Training as agreed by Brigades and included in (Appendix BFAC: 8.12C);
2. Council adopts the amended *Council Policy SDev CP077 – Brigade Volunteer Minimum Fire Training Requirements Policy* (Appendix BFAC: 8.12C) with amendments details below:



POLICY NO:-
SDev CP077 - BRIGADE VOLUNTEER MINIMUM FIRE TRAINING REQUIREMENTS

GOVERNANCE INFORMATION			
Procedure Link:	NA	Administrative Policy Link:	NA

ADMINISTRATION INFORMATION							
History:	1	DEV2	OCM:	11/10/07	Res: 295/07	Synopsis:	Policy created. 11/10/2007
			OCM:	10/05/12	Res:	Synopsis:	Reviewed Policy Adopted
Version:	2	CP077	SCM	26/07/18	Res: 251-18	Synopsis:	Reviewed and Adopted by Council
Version:	3	SDev CP077	SCM	30/09/20	Res: 270-20	Synopsis:	Reviewed and Adopted by Council
Version:	3	SDev CP005	OCM	28/09/22	Res: 243-22	Synopsis:	Reviewed and adopted by Council.
Version	4	SDev CP077	OCM	18/09/23	Res:	Synopsis:	Reviewed and adopted by Council

1. RESPONSIBLE DIRECTORATE

Sustainable Development

2. PURPOSE OR OBJECTIVE

To ensure that the volunteer bushfire brigades have a breadth of training, and officers have received a minimum level of training, to be able to undertake firefighting duties safely, efficiently and confidently whilst on the fire ground.

3. POLICY

3.1 Active Volunteers

Prior to undertaking any firefighting duties all 'active' volunteer bushfire brigade members will be required to;

- a) Complete the Volunteer Induction Program through their relevant brigade;
- b) Complete 'AIIIMS Awareness', 'Bushfire Safety Awareness' and 'Firefighting Skills' courses;
- c) Register on the DFES Volunteer Hub and eAcademy; and
- d) Accept and be willing to fulfill all duties as an 'Active' volunteer member of the brigade.

3.3 Lieutenants

The minimum requirements for an individual to be appointed to the position of Lieutenant are:

- a) Completion of the minimum training requirement for Active Fire Fighter;
- b) Completion of 'Advanced Firefighter' and 'Crew Leader' courses; and
- c) Accept and be willing to fulfill all duties of the Lieutenant as outlined in the Brigade Local Law.

3.4 Captains

The minimum requirements for an individual to be appointed to the position of Captain are:

- a) Completion of the minimum training requirements for Lieutenant;
- b) Completion of 'Sector Commander' course; and
- c) Accept and be willing to fulfill all duties of the Captain as outlined in the Brigade Local Law.

3.5 Fire Control Officer

The minimum requirements for an individual to be appointed to the position of Fire Control Officer are:

- a) Completion of the minimum training requirements for Captain;
- b) completion of 'Fire Control Officer' course; and
- c) Accept and be willing to fulfill all duties of the Fire Control Officer as outlined in the Brigade Local Law.

~~3.6 Brigade~~

~~Whilst Officers require minimum training to undertake their duties, brigades need to ensure there is contingency in place to enable safe and effective firefighting operations.~~

~~For all members, brigades are to recommend:~~

- ~~a) 'Assist with Planned Burning', 'WAERN Basic Radio Use', and/or 'Plantation Firefighting' courses.~~

~~Of active members with three, or more, years experience, brigades:~~

- ~~a) Must have a minimum of six who have completed the 'Advanced Fire Fighter' course;~~

(Appendix ORD: 12.5.1)

- ~~b) — Must have a minimum of six who have completed the 'Crew Leader' course; and~~
- ~~c) — Are to recommend the 'Machine Supervision', 'Pump Operations', 'On/Off Road Driving', and 'Sector Commander' courses.~~

~~Of active members with five, or more, years experience, brigades:~~

- ~~a) — Must have a minimum of four who have completed the 'Sector Commander' course;~~
- ~~b) — Must have a minimum of four who have completed the 'Machine Supervision' course;~~
- ~~c) — Must have a minimum of four who have completed the 'Pump Operations' course;~~
- ~~d) — Must have a minimum of four who have completed the 'On/Off Road Driving' course; and~~
- ~~e) — Are to recommend the 'AIIMS 2017', 'Level 1 Incident Controller', 'Workplace Assessor/Trainer', and 'Mental Health First Aid' courses.~~

~~Of active members with seven, or more, years experience, brigades:~~

- ~~a) — Must have a minimum of two who have completed the 'Level 1 Incident Controller' course;~~
- ~~b) — Must have a minimum of four who have completed the 'AIIMS 2017' course; and~~
- ~~c) — Are to recommend the 'Fire Weather 1', and 'Leadership Fundamentals' courses.~~

3.6 Incident Controllers.

The Shire of Dardanup will have access to four (4) Level 1 Incident Controllers from across all the Brigades for Incident Management.

CARRIED

8.13

Title: Firebreak Exemption – Ranger Services

Reporting Department

Shire of Dardanup

Reporting Officer

Mr Murray Halden – Senior Ranger

DECLARATION OF INTEREST

- Cr T G Gardiner declared a Proximity Interest in this item due to his property being located near other properties requesting firebreak exemptions.

Cr T G Gardiner left the room at 7.19pm. .

Process: As Chairperson, Cr T G Gardiner left the room, Deputy Chairperson Mr Neil Dwyer assumed the Chair.

FURTHER INFORMATION

Discussion:

Two late applications were tabled at the meeting and received by the Committee for

- Lot 33 (42) Gardincourt Drive Henty and
- Lot 120 (59) Greenwood Heights Ferguson

for 3 year exemptions. The resolution has been updated to reflect the amendments.

Mr Clay Rose advised that the Firebreak Exemption for Lot 33 (101) Shenton Road, as provided for in the resolution, was no longer applicable and was to be excluded from the resolution as the applicant was not the current owner of the property. It was agreed by the Committee that this application be excluded and that the Shire of Dardanup administration would contact the new owners of the property to progress a temporary firebreak exemption if required.

Mr Keith Higham advised that a Firebreak Application for Lot (24) 41 Japonica View had been approved and was forwarded for processing. Deputy Chairperson, Mr. Neil Dyer advised that as the paperwork had not been received by the Committee prior to the meeting, the application could not be added to the resolution. The Chief Executive Officer Mr. André Schönfeldt advised that the application may be dealt with administratively by Shire.

Officer Comment

Consideration needs to be given to the exemption or variations to fire prevention measures taken out by applicants in accordance with the Bush Fire Act 1954 and pursuant to the Shire of Dardanup Fire Prevention Order. Applications closed on 30th of September 2023.

A list of applications is provided below in the recommended resolution(full submissions are provided in Appendix BFAC: 8.13A and Appendix BFAC: 8.13B).

(Appendix ORD: 12.5.1)

OFFICER RECOMMENDED RESOLUTION

BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

BFAC 11-23

MOVED -

Mr Clay Rose

SECONDED -

Cr. M T Bennett

THAT the Bushfire Advisory Committee grants firebreak exemption/variations:

1. For a 1 year duration commencing from the 2023/2024 firebreak season and expiring in 2024/25 for the following properties:

Applicant	Property	Assessment	Years	Fire Season Expiry
Parkridge Group Pty Ltd	Lot 9007 Guernsey Street, Eaton	A12121	1	2024
John Garvey	Lot 9003 (101) Padbury Road, Dardanup West	A11204	1	2024

2. For a 3 year duration commencing from the 2023/2024 firebreak season and expiring in 2026/27 for the following properties:

Applicant	Property	Assessment	Years	Fire Season Expiry
Ron Allen	Lot 331 (17) Venn Road, Dardanup West	A8001	3	2026
Michael Child	Lot 118 (198) Holland Loop, Crooked Brook	A11412	3	2026
George Sam Rees	Lot 90 (35) Meadow Lane, Dardanup West	A8059	3	2026
Kurt Carruthers	Lot 58 (93) Kentucky Drive, Dardanup West	A8221	3	2026
Alanna Pederick	Lot 55 (16) Maryanne Place, Dardanup West	A8105	3	2026
Dawn Thompson & Danny Williams	Lot 70 (18) Clara Court, Dardanup West	A8104	3	2026
Ian Jackson	Lot 72 (33) Padbury Road, Dardanup West	A11461	3	2026
George Kokir	Lot 68 (13) Clara Court, Dardanup West	A8135	3	2026
Ian Bridge	Lot 33 (213) Wellington Mill Road, Ferguson	A10679	3	2026
Kevin Robinson	Lot 34 (20) Seaview Heights, Henty	A2523	3	2026
Simon Beckley	Lot 114 (78) Greenwood Heights, Ferguson	A3018	3	2026
David Lowry	Lot 26 (10) Japonica Views, Wellington Mills	A3629	3	2026
Robert Doherty	Lot 6 (47) South Road, Wellington Mills	A7176	3	2026
Robert Kim Humphries	Lot 122 (54) Hutchinson Road, Burekup	A7039	3	2026
Colin Johnston	Lot 26 (94) Gardincourt Drive, Henty	A2515	3	2026
Julie Carson	Lot 18 (30) Reading Place, Waterloo	A11510	3	2026
Alexander Kilen	Lot 7 (245) Garvey Road, Dardanup West	A11622	3	2026
John & Lyn Eizelle	Lot 12 (68) Bailey Loop, Dardanup West	A4319	3	2026
Michael Greenhalgh	Lot 114 (385) Wellington Mill Road, Wellington Mills	A10889	3	2026
Tom Beard	Lot 75 Harlod Douglas Drive, Dardanup West	A4193	3	2026
Jocelyn Golding	Lot (19) Tweed Chase, Crooked Brook	A10969	3	2026
LA & MJ Liddington	Lot 8 (525) Collie River Road, Burekup	A7032	3	2026
De Wer De La Porre	Lot 18 (47) Hynes Road, Waterloo	A7091	3	2026
Ian Keen & Sarah Hennigan	Lot 28 Japonica Views, Wellington Mills	A3856	3	2026
Tony Albertsen	Lot 121 Greenwood Heights, Ferguson	A3024	3	2026
Steven Kirkpatrick	Lot 20 Hakea Close, Waterloo	A7114	3	2026

(Appendix ORD: 12.5.1)

Applicant	Property	Assessment	Years	Fire Season Expiry
Pat Garvey	Lot 401 (69) Padbury Road, Dardanup West	A11149	3	2026
Jason Van Nierop	Lot 2 Crampton Road, Burekup	A7017	3	2026
Pamela Gardiner	Lot 33 (42) Gardincourt Drive, Henty	A2522	3	2026
Phillip Hynes	Lot 120- (59) Greenwood Heights, Ferguson	A2988	3	2026

3. That the application from Mr Kim Knight in relation to Lot 33 (101) Shenton Road, Burekup be referred to the Shire of Dardanup Administration for consideration, as the property has recently been sold.

CARRIED

Note: Cr T G Gardiner returned to the room at 7.26pm and resumed the Chair.

9. NEW BUSINESS OF AN URGENT NATURE

None.

10. CLOSURE OF MEETING.

The Chairperson advises that the date of the next Bush Fire Advisory Committee Meeting is to be 13th March 2024.

There being no further business the Chairperson declared the meeting closed at 7.28pm.

POLICY NO:-

SDev CP077 - BRIGADE VOLUNTEER MINIMUM FIRE TRAINING REQUIREMENTS

GOVERNANCE INFORMATION			
Procedure Link:	NA	Administrative Policy Link:	NA

ADMINISTRATION INFORMATION					
History:			OCM: 11/10/07	Res: 295/07	Synopsis: Policy created. 11/10/2007
	1	DEV2	OCM: 10/05/12	Res:	Synopsis: Reviewed Policy Adopted
Version:	2	CP077	SCM 26/07/18	Res: 251-18	Synopsis: Reviewed and Adopted by Council
Version:	3	SDev CP077	SCM 30/09/20	Res 270-20	Synopsis: Reviewed and Adopted by Council
Version:	3	SDev CP005	OCM 28/09/22	Res: 243-22	Synopsis: Reviewed and adopted by Council.

1. RESPONSIBLE DIRECTORATE

Sustainable Development

2. PURPOSE OR OBJECTIVE

To ensure that the volunteer bushfire brigades have a breadth of training, and officers have received a minimum level of training, to be able to undertake firefighting duties safely, efficiently and confidently whilst on the fire ground.

3. POLICY

3.1 Active Volunteers

Prior to undertaking any firefighting duties all 'active' volunteer bushfire brigade members will be required to;

- a) Complete the Volunteer Induction Program through their relevant brigade;
- b) Complete 'AllIMS Awareness', 'Bushfire Safety Awareness' and 'Firefighting Skills' courses;
- c) Register on the DFES Volunteer Hub and eAcademy; and
- d) Accept and be willing to fulfill all duties as an 'Active' volunteer member of the brigade.

3.3 Lieutenants

The minimum requirements for an individual to be appointed to the position of Lieutenant are:

- a) Completion of the minimum training requirement for Active Fire Fighter;
- b) Completion of 'Advanced Firefighter' and 'Crew Leader' courses; and
- c) Accept and be willing to fulfill all duties of the Lieutenant as outlined in the Brigade Local Law.

3.4 Captains

The minimum requirements for an individual to be appointed to the position of Captain are:

- a) Completion of the minimum training requirements for Lieutenant;
- b) Completion of 'Sector Commander' course; and
- c) Accept and be willing to fulfill all duties of the Captain as outlined in the Brigade Local Law.

3.5 Fire Control Officer

The minimum requirements for an individual to be appointed to the position of Fire Control Officer are:

- a) Completion of the minimum training requirements for Captain;
- b) completion of 'Fire Control Officer' course; and
- c) Accept and be willing to fulfill all duties of the Fire Control Officer as outlined in the Brigade Local Law.

3.6 Brigade

Whilst Officers require minimum training to undertake their duties, brigades need to ensure there is contingency in place to enable safe and effective firefighting operations.

For all members, brigades are to recommend:

- a) 'Assist with Planned Burning', 'WAERN Basic Radio Use', and/or 'Plantation Firefighting' courses.

Of active members with three, or more, years experience, brigades:

- a) Must have a minimum of six who have completed the 'Advanced Fire Fighter' course;
- b) Must have a minimum of six who have completed the 'Crew Leader' course; and
- c) Are to recommend the 'Machine Supervision', 'Pump Operations', 'On/Off Road Driving', and 'Sector Commander' courses.

Of active members with five, or more, years experience, brigades:

- a) Must have a minimum of four who have completed the 'Sector Commander' course;
- b) Must have a minimum of four who have completed the 'Machine Supervision' course;
- c) Must have a minimum of four who have completed the 'Pump Operations' course;
- d) Must have a minimum of four who have completed the 'On/Off Road Driving' course; and
- e) Are to recommend the 'AIIMS 2017', 'Level 1 Incident Controller', 'Workplace Assessor/Trainer', and 'Mental Health First Aid' courses.

Of active members with seven, or more, years experience, brigades:

- a) Must have a minimum of two who have completed the 'Level 1 Incident Controller' course;
- b) Must have a minimum of four who have completed the 'AIIMS 2017' course; and
- c) Are to recommend the 'Fire Weather 1', and 'Leadership Fundamentals' courses.