



UNCONFIRMED MINUTES

BUSH FIRE ADVISORY COMMITTEE MEETING

21 AUGUST 2024

I certify that the minutes of the meeting of the Bush Fire Advisory Committee held on Wednesday, 21 August 2024 were confirmed on Wednesday, 20 November 2024.

Presiding Person



**UNCONFIRMED MINUTES
BUSH FIRE ADVISORY COMMITTEE MEETING
21 AUGUST 2024**

ATTENTION/DISCLAIMER

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the Shire of Mundaring unless specific delegation of authority has been granted by Council. No person should rely on or act on the basis of any advice or information provided by a Member or Employee, or on the content of any discussion occurring, during the course of the Committee Meeting.

The Shire of Mundaring expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or Employee, or the content of any discussion occurring during the course of the Committee Meeting.

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**BUSH FIRE ADVISORY COMMITTEE
CIVIC AREA, SHIRE OF MUNDARING ADMINISTRATION CENTRE – 7:00 PM**

1.0 OPENING PROCEDURES

The Presiding Member declared the meeting open at 7:02.

Acknowledgement of Country

Shire of Mundaring respectfully acknowledges the Whadjuk people of the Noongar Nation, who are the traditional custodians of this land. We acknowledge Elders past, present and emerging and respect their continuing culture and the contribution they make to the region.

1.1 Announcement of Visitors

As documented below.

1.2 Attendance/Apologies

Members	Ian Zlatnik Steve Trlin Cr Doug Jeans Cr John Daw Steve Dryden Catriona McCarthy Dirk Griffiths Aaron Thredgold Adrian Woodley Jeff Bromilow Lesley Lynam Gary Rowles	Presiding Member / Deputy Chief Bush Fire Control Officer A/ Director of Statutory Services Central Ward East Ward Captain Darlington Captain Chidlow 1 st LT Glen Forrest Captain Mt Helena Captain Sawyers Valley Captain Stoneville Captain Wooroloo Deputy Chief Bush Fire Control Officer
Staff	Adrian Dyson Karen Dore Charlotte Jones	Manager Community Safety & Emergency Management Bushfire Risk Management Officer Emergency Management Secretary
Apologies	Karen Beale Mark Luzi Craig Cuthbert Robin Preston Glen Stenton Dan Wharton Jamie O'Neill Tom Belger Neil Hawkins	Cr West Ward Director of Statutory Services Coordinator Community Safety & Emergency Management Captain Darling Range Captain Glen Forrest Captain Parkerville Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer Mundaring Fire School
Guests	Chris Kendrick Gerry Starr Rod Reed Andy Brock Ayden Stenton Phill Pamplung Melissa Clarke David White Greg Rankin Katina Sweeny Nigel Morgan Brodie Selby	1 st LT Darlington President Darlington LT Darling Range 1 st LT Chidlow Fire Fighter Glen Forrest 1 st LT Mount Helena 1 st LT Parkerville 1 st LT Sawyers Valley 1 st LT Stoneville 1 st LT Wooroloo Deputy Chief Bush Fire Control Officer A/ District Fire Coordinator Parks & Wildlife

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

3.0 DECLARATION OF INTEREST

3.1 Declaration of Financial Interest and Proximity Interests

Council Members must disclose the nature of their interest in matters to be discussed at the meeting (*Part 5 Division 6 of the Local Government Act 1995*).

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting (*Sections 5.70 and 5.71 of the Local Government Act 1995*).

Nil

3.2 Declaration of Interest Affecting Impartiality

A Council Member or an employee who has an interest in a matter to be discussed at the meeting must disclose that interest (*Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C*).

Nil

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COMMITTEE DECISION RECOMMENDATION	BFAC1.08.24
Moved by Adrian Woodley	Seconded by Aaron Thredgold
That the Minutes of the Bush Fire Advisory Committee Meeting held 22 May 2024 be confirmed.	
CARRIED UNANIMOUSLY	

5.0 PRESENTATIONS

6.0 REPORTS OF EMPLOYEES

Cr Jeans arrived 7:05

6.1 Planning (Mitigation & Season) - Bush Fire Mitigation program - Priorities, Engagement, and Upcoming Fire Season Planning

File Code	EM.VNT1
Author	Craig Cuthbert, Coordinator Community Safety & Emergency Management
Senior Employee	Mark Luzi, Director Statutory Services
Disclosure of Any Interest	Nil
Attachments	Nil

PURPOSE

To collaboratively engage and discuss planning in mitigation and the fire season for this upcoming period, with the Shire of Mundaring Volunteer Bushfire Brigades and other internal and external stakeholders. This includes identifying future priorities and engagement with the community and other stakeholders relating to these topics.

BACKGROUND

The Bush Fire Advisory Committee (BFAC) has quarterly themes for each meeting, this is to ensure wider consultation is taking place with brigades allowing for the Council to be better informed on the upcoming burning periods, mitigation planning, and response.

STATUTORY / LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 1 - Community

Objective 1.1 – Healthy, safe, sustainable and resilient community

Strategy 1.1.7 – Provide emergency management planning, disaster management and disaster recovery, and associated community liaison and education

SUSTAINABILITY IMPLICATIONS

Nil implications as this will strengthen the consultation and collaboration resulting in achieving the Council's aspirations to strive for Sustainable Environments, Communities, and Governance as per Council Plan 2024-2034

RISK IMPLICATIONS

Risk: Reputational risk - in that a reduction in communication between internal and external stakeholders could occur, if not carried out.		
Likelihood	Consequence	Rating
Unlikely	Insignificant	Low
Action / Strategy		
Carry out quarterly themes to ensure continuity in communications between all internal and external stakeholders.		

CORPORATE COMMUNICATIONS

The Council Decision will be communicated in the following way/s.

Direct to stakeholder /s	Website article/ post	Social media post	Print article/ media release	E-newsletter/ Community update	Advertisement	Nil
Yes	N/A	N/A	N/A	N/A	N/A	

EXTERNAL CONSULTATION

Nil

COMMENT

The brigade representatives are now invited to provide an update on how their brigades and areas are tracking with the planned burning of private property or burns allocated by the Shire.

Each brigade is invited to provide an update on the following points relating to mitigation:

- Number of burns listed at the brigade.
- Number of burns completed since June 2024.
- Average size and cost of burns.
- Current impediments preventing burns from being completed.
- Engagement that the brigades have carried out employing social media, receiving inquiries, preparedness, recruitment, etc.
- Mitigation priorities they see in their respective areas.***

**** This will assist the Shire in conjunction with the use of the Bushfire Risk Management Plan and risk assessments utilising the Bushfire Risk Management System. Prioritising the works to be applied for through the Mitigation Activity Fund (MAF) or to be funded by the municipal budget.*

Each brigade is invited to provide an update on the following points relating to the upcoming fire season and planning:

- Current number of 'Active Fire Fighters'
- Number of new members in training and ready for the upcoming season
- Planned training heading into the season
- Potential impediments leading up to the season (ie training course availability, meeting requirements as per the Brigade Operating Procedures (BOPs), etc.)
- Engagement with the community leading into the season (ie. Social media campaigns, sharing of information, continuity in the content shared, appropriate sources used to gain information, etc.)

An update will be given by the Shire on its mitigation activities, upcoming grant monies, mitigation projects currently underway, and any community engagement being undertaken as a result of these.

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION	BFAC2.08.24
OFFICER RECOMMENDATION	
Moved by Aaron Thredgold	Seconded by Lesley Lynam
<p>That the Committee acknowledges the items in this report were discussed in line with the quarterly theme of - <i>Planning (Mitigation & Season)- Bush Fire Mitigation program- Priorities, engagement, and upcoming fire season planning</i>. Including feedback provided on these matters by brigades.</p>	
CARRIED UNANIMOUSLY	

6.2 Update - CESM Mundaring / Chief Bush Fire Control Officer

File Code GV.MTG 6.5

Attachments 1. CESM Report August 24 [↓](#)

PURPOSE

To brief the Committee on update provided by Jamie O'Neill CESM / Chief Bush Fire Control Officer

VOTING REQUIREMENT

Simple Majority

**COMMITTEE DECISION
OFFICER RECOMMENDATION**

BFAC3.08.24

Moved by Lesley Lynam

Seconded by Jeff Bromilow

That the Committee notes the Updated CESM / Chief Bush Fire Control Officer report.

CARRIED UNANIMOUSLY

SHIRE OF MUNDARING BFAC AUGUST 21, 2024CBFCO/CESM REPORT**PREVENTION.**

- Shire of Mundaring is currently in the open burning period, while the risk of bushfires is currently low, the colder weather has led to an increased risk of structure fires. As temperatures drop, the use of heaters, fireplaces, and other heating devices becomes more common, which can contribute to a higher incidence of house fires.
- **PREPAREDNESS.**
 - Dual mobilisation remains in place for Wooroloo and Chidlow
 - While we have recently received some much-needed rain, it is predicted that our burning period may still be cut short due to the potential for temperatures to rise before we can complete our burns. This presents several challenges in meeting our burning targets:
 - **Weather Variability:** The unpredictable weather patterns can limit the windows of opportunity for safe and effective burning.
 - **Resource Allocation:** Ensuring we have sufficient resources, including personnel and equipment, ready and available during these short periods is crucial.
 - **Safety Concerns:** The rising temperatures may increase the risk of fire outbreaks, making it essential to prioritise safety for all involved.
 - **Environmental Conditions:** Changing environmental conditions, such as increased dryness and wind, can complicate planned burns and necessitate adjustments to our strategies.
 - **Community Impact:** Balancing the need for controlled burns with the potential impact on nearby communities requires careful planning and communication.

We must remain flexible and prepared to adapt our plans as conditions change. Continuous monitoring and assessment will be key to navigating these challenges and ensuring the safety and effectiveness of our burning efforts.

- **2024 – 2025 Mitigation plan**

<i>BURN CELL</i>	<i>COMMENTS</i>
<i>Betty St, Chidlow cells x 2, 59ha</i>	<i>Cell adjacent to Ash Rd yet to be completed</i>
<i>Kintore Rd, Parkerville</i>	<i>Grass tree burning completed</i>
<i>Forrest Ave, Mundaring 10.7ha</i>	<i>Firebreaks upgraded</i>
<i>Liberton Rd, Chidlow cells x 30, 912ha</i>	<i>Eastern side of Liberton Rd completed</i>
<i>Malabar Rd, Sawyers Valley 2X cells, 7.5ha</i>	
<i>O'Conner Rd, Mahogany Creek X3 cells, 94.7ha</i>	
<i>Sawyer Rd, Sawyers Valley X3 cells, 10ha</i>	
<i>Whitlam St, Mt Helena cells x 23, 375ha</i>	<i>Fire break upgraded partial hazard reduction burning completed</i>
<i>Nelson Rd, Darlington (Cell 5) of Darlington super parcel prescription</i>	
<i>Oakleigh Rd, Darlington (Cell 2) of Darlington super parcel prescription</i>	
<i>Stoneliagh Rd, Sawyer Valley 6.5ha</i>	
<i>Thornwick Cres, Chidlow 5.4ha</i>	

RESPONSE

The Department of Fire and Emergency Services (DFES) is committed to continuing its support for firefighting efforts in North America. If you have volunteers who are interested in participating, please ensure they complete the deployment register. This register is available on the Volunteer Portal.

Captains are reminded to ensure their members meet the minimum requirements for deployment. It is important to note that those attending will face arduous firefighting conditions.

BRIGADE INCIDENTS 06/05/2023 – 06/08/2024.

ALL SHIRE INCIDENTS

Incident Type	2023/2024	2024/2025
Called Off - No Attendance	1	2
False Alarm - System Initiated	5	3
False Call - Good Intent	56	7
False Call - Malicious	2	1
Fire - Bushfire (lge)	1	0
Fire - Bushfire (sml)	11	8
Fire - Other/Rubbish/Vehicle	4	4
Fire - Structure	6	1
Hazardous Situation	1	0
Natural Hazard	8	1
Rescue & Medical	1	2
Road Crash & Rescue	7	2
Total	103	31

Attachment 1 to Report 6.2

Total Number of Bushfires:	13
Unreported	3
Other open flames or fire	3
Suspicious/Deliberate	3
Burn off fires	1
Campfires/bonfires/outdoor cooking	1
Undetermined	1
Reignition of previous fire	1
Weather Conditions - Lightning	0
Human Error (Left on, knock over, unattended etc.)	0

Incident No	Date / Time	Street	Ignition Cause	Size (hect)	Location Description
668033	10/05/2024 25:18	BOYA GOVERNMENT QUARRY 2 MINE	Campfires/bonfires/outdoor cooking	< 1	BOYA GOVERNMENT QUARRY 2 MINE
668044	10/05/2024 27:21	HALL RD	Other open flames or fire	< 1	MUNDARING WEIR HOTEL
669750	18/05/2024 57:12	WHITE GUM GLEN	Undetermined	5	
669918	18/05/2024 16:23	SWAN VIEW RD	Suspicious/Deliberate	< 1	
670126	20/05/2024 14:09	HOBBIT GLDE	Other open flames or fire	< 1	
671959	27/05/2024 42:21	MICHAEL CR	Suspicious/Deliberate	< 1	
674611	14/06/2024 05:17	GLADSTONE AV	Suspicious/Deliberate	< 1	
674658	14/06/2024 07:21	WILLCOX ST	Reignition of previous fire	< 1	
674852	15/06/2024 18:14	TIMBERTOP WAY	Unreported	< 1	
675180	17/06/2024 36:12		Unreported	< 1	
675831	21/06/2024 15:15	GREAT EASTERN HWY	Other open flames or fire	< 1	
675909	22/06/2024 13:03	BUNNING RD	Burn off fires	< 1	
677150	30/06/2024 17:22	MONS RD	Unreported	< 1	
677225	01/07/2024 29:12	KEANE ST W	Unreported	< 1	
677343	02/07/2024 51:09	STRETTLE RD	Unreported	< 1	
677562	04/07/2024 54:04	GOVERNMENT RD	Unreported	< 1	
677623	04/07/2024 15:14	BULKIRRA PL	Other open flames or fire	< 1	PATRICK HARPER
677777	05/07/2024 32:13	GREAT EASTERN HWY	Burn off fires	< 1	
678121	07/07/2024 09:20	NEEDHAM RD	Weather Conditions - Lightning	< 1	
678900	13/07/2024 35:20	NEEDHAM RD	Unreported	< 1	
679966	22/07/2024 03:19	GREAT EASTERN HWY	Human Error (Left on, knock over, unattended etc.)	< 1	

6.3 Update - Bush Fire Risk Management Officer

File Code GV.MTG 6.5

Attachments 1. BRMO Update August [↓](#)

PURPOSE

To brief the Committee on Shire of Mundaring progress against its Bushfire Risk Management Plan as per the Bushfire Risk Management Officer (BRMO) Quarterly Update (with amendments as at 2 August 2024).

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION	BFAC4.08.24
OFFICER RECOMMENDATION	
Moved by Catriona McCarthy	Seconded by Gary Rowles
That the Committee notes and provides feedback on the BRMO Quarterly update (with amendments as at 2 August 2024).	
	CARRIED UNANIMOUSLY

6.4 Update - Mundaring Fire School

File Code GV.MTG 6.5

Attachments 1. Update - Mundaring Fire School [↓](#)

PURPOSE

That the Committee reviews the Mundaring Fire School update attached as provided by Neil Hawkins.

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION

BFAC5.08.24

OFFICER RECOMMENDATION

Moved by Jeff Bromilow

Seconded by Cr Doug Jeans

That the Committee notes the Mundaring Fire School Report Update.

CARRIED UNANIMOUSLY

6.5 Community Engagement

File Code	GV.MTG 6.5
Attachments	Nil

SUMMARY

That the Committee reviews the Community Engagement update as advised.

30/05/24	ProPer Prep monthly social media post "clean chimneys" (June)	Shire
12/7/2024	ProPer Prep monthly social media post "clean gutters" (July), thank you to DVFBF, MHVFBF, GFVFBF and SVVFBF for sharing.	Shire
7/8/2024	ProPer Prep monthly social media post "prune, rake, remove" (August), thank you to DVFBF, MHVFBF, GFVFBF and SVVFBF for sharing + Mundaring Residents & Ratepayers Progress Association.	Shire
17/07/2024	Mundaring Christian College Yr9 Fire Safety Training	Mount Helena
19/07/2024	Mundaring Christian College Yr9 Fire Safety Training	Mount Helena
12/08/2024	Mundaring Christian College Pre-Primary & Kindy	Mount Helena
27/07/2024	Wooroloo Community Christmas in July and Winter burning workshop with Mick Lenne (Shire Fire Hazard Inspection)	Wooroloo
25/04/2024	ANZAC Day gunfire breakfast	Chidlow

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION	BFAC6.08.24
OFFICER RECOMMENDATION	
Moved by Aaron Thredgold	Seconded by Cr John Daw
That the Committee notes the community engagement update as detailed.	
CARRIED UNANIMOUSLY	

6.6 Infringements and Prosecutions

File Code GV.MTG 6.5
Attachments Nil

PURPOSE

That the Committee reviews the updates to the Infringements and Prosecutions below.

PROSECUTIONS

6/05/2024	<i>Bushfires Act 1954 s24F</i>	Stoneville (Successful)
13/5/2024	<i>Bushfires Act 1954 s24B & 22B(2)(a)</i>	Mt Helena (Successful)

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION OFFICER RECOMMENDATION	BFAC7.08.24
Moved by Lesley Lynam	Seconded by Steve Dryden
That the Committee notes the above Prosecution updates.	
CARRIED UNANIMOUSLY	

6.7 Schedule of Pending Items

File Code	GV.MTG 6.5
Attachments	Nil

PURPOSE

This report item includes a range of actions identified by the BFAC for future action and report.

COMMENT

Pending actions are discussed at each meeting and relate to matters being investigated by committee members of officers prior to final consideration.

REF NO.	ACTION	BY WHOM	TIME FRAME
1	Wooroloo Bush Fire Enquiry Recommendations	Adrian Dyson	Ongoing
2	Volunteer Bush Fire Brigade Register of Cancer Incidents – Updates from DFES	Adrian Dyson	Ongoing
3	Australian Fire Danger Rating System	Adrian Dyson	Ongoing

VOTING REQUIREMENT

Simple Majority

COMMITTEE DECISION	BFAC8.08.24
OFFICER RECOMMENDATION	
Moved by Jeff Bromilow	Seconded by Catriona McCarthy
That the Committee note any updates from the items included in the schedule of pending items.	
CARRIED UNANIMOUSLY	

7.0 URGENT BUSINESS (LATE REPORTS)

7.1 Brodie Selby – DBCA Parks and Wildlife Update & Overview

7.2 Stoneville Back Roads tour 5 October 2024

8.0 CLOSING PROCEDURES

8.1 Date, Time and Place of the Next Meeting

The next Bush Fire Advisory Committee will be held on 20 November at 7:00 PM in the Civic Area, Shire of Mundaring Administration Centre.

8.2 Closure of the Meeting

8:16 PM