



22 August 2023

NOTICE OF MEETING

Dear Committee Member,

The next Bush Fire Advisory Committee meeting will be held at 7:00pm on Tuesday, 29 August 2023 in the Civic Area, Shire of Mundaring Administration Centre.

The attached agenda is presented for your consideration.

Yours sincerely

Jonathan Throssell
CHIEF EXECUTIVE OFFICER

Please Note

If a Council Member has a query regarding a report item or requires additional information in relation to a report item, please contact the senior employee (noted in the report) prior to the meeting.



AGENDA
BUSH FIRE ADVISORY COMMITTEE MEETING
29 AUGUST 2023

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 MEETING
CIVIC AREA, SHIRE OF MUNDARING ADMINISTRATION CENTRE – 7:00PM**

1.0 OPENING PROCEDURES

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.

Recording of Meeting

Members of Council and guests are advised that this meeting will be audio-recorded.

1.1 Announcement of Visitors

1.2 Attendance/Apologies

Members

Ian Zlatnik	Deputy Chief Bush Fire Control Officer
Mark Luzi	Member
Doug Jeans	Member
John Daw	Member
Catriona McCarthy	Member
Dan Wharton	Member
Robin Preston	Member
Tom Belger	Member
Aaron Thredgold	Member
Mark Bush	Captain
Adrian Woodley	Captain
Jeff Bromilow	Captain
Lelsey Lynam	Captain
Neil Hawkins	Mundaring Fire School
Jamie O'Neill	Member
Gary Rowles	Deputy Chief Bush Fire Control Officer
Nigel Morgan	Deputy Chief Bush Fire Control Officer
Daniel Heptinstall	Member

Staff

Craig Cuthbert	Coordinator Community Safety & Emergency Management
Karen Dore	Bushfire Risk Management Officer
Charlotte Jones	Secretary Emergency Management

Apologies

Guests

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

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*).

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*).

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION

That the Minutes of the Bush Fire Advisory Committee Meeting held 30 May 2023 be confirmed.

5.0 PRESENTATIONS

6.0 REPORTS OF EMPLOYEES

6.1 Schedule of Pending Items

File Code	GV.MTG 6.5
Attachments	Nil

SUMMARY

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

BACKGROUND

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

COMMENT

REF NO.	ACTION	BY WHOM	TIME FRAME
1	Pre-Employment Medicals	Craig Cuthbert	Ongoing
	Stoneville Volunteer Bush Fire Brigade Build	Adrian Dyson	Ongoing
2	BRMP Update	Karen Dore	Ongoing
3	Progress of Local Law Review	Adrian Dyson	Ongoing
4	Wooroloo Bush Fire Enquiry Recommendations Update	Adrian Dyson	Ongoing
5	Volunteer Bush Fire Brigade Register of Cancer Incidents	Adrian Dyson	Ongoing
6	Australian Fire Danger Rating System	Tom Belger & Adrian Dyson	Ongoing

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Committee note the items included in the schedule of pending items.

6.2 Community Engagement

File Code	GV.MTG 6.5
Attachments	Nil

SUMMARY

That the Committee notes the update as advised.

1/02/2023	1/02/2023	Mt Helena VBFB	Shire of Mundaring Community Preparedness Video
11/02/2023	11/02/2023	Darling Range VBFB	Twilight Markets
24/02/2023	24/02/2023	Glen Forrest VBFB	New Bushfire ready street group meeting
15/03/2023	15/03/2023	Glen Forrest VBFB	Playgroup in the Park
16/03/2023	16/03/2023	Mt Helena VBFB	Mundaring Christian College Bush Rangers Programme
21/03/2023	21/03/2023	Mt Helena VBFB	Mundaring Christian College Bush Rangers Programme
24/04/2023	25/04/2023	Chidlow VBFB	ANZAC Day Gunfire Breakfast
24/04/2023	25/04/2023	Wooroloo VBFB	Anzac Day Morning Tea
1/05/2023	1/05/2023	Darlington VBFB	Bushfire ready street contact meeting at station
4/05/2023	4/05/2023	Parkerville VBFB	Facebook article - stand pipe taken during HR burn
5/05/2023	5/05/2023	Darlington VBFB	Tree Tops Montessori school visit
15/05/2023	15/05/2023	Parkerville VBFB	Facebook article - Reece IFSS at 17 - Volunteer week
15/05/2023	15/05/2023	Parkerville VBFB	BBC Radio Interview - Volunteer week
17/05/2023	17/05/2023	Parkerville VBFB	Facebook article - Interview with Tony Fell - Volunteer Week
19/05/2023	19/05/2023	Darlington VBFB	May Annual Tin rattle day in CBD
23/05/2023	23/05/2023	Darlington VBFB	Visit from Helena College Kindy
24/05/2023	24/05/2023	Parkerville VBFB	Facebook article - Time for logo change
24/05/2023	24/05/2023	Parkerville VBFB	Facebook article - Come join us recruiting article
24/05/2023	24/05/2023	Parkerville VBFB	Facebook article - Newsletter release
28/05/2023	28/05/2023	Mt Helena VBFB	Eastern Hills Community Kindy Expo
30/05/2023	30/05/2023	Parkerville	Facebook article - Loving the hydrant

		VBFB	
30/05/2023	5/30/2023	Wooroloo VBFB	30 May - 2 June 2023 Attended the Wooroloo Resilience Corps Muster
4/06/2023	4/06/2023	Parkerville VBFB	Facebook article - Christian - Duke of Edinburgh
20/06/2023	20/06/2023	Mt Helena VBFB	3.4U to Boys Brigade
1/07/2023	1/07/2023	Glen Forrest VBFB	Check your chimney campaign on LED sign. Comments from two community member's ack they followed the advice.
1/08/2023	1/08/2023	Glen Forrest VBFB	Recruitment campaign via social media and LED sign. At least three people EOI so far.
26/09/2023	26/09/2022	Chidlow VBFB	Community Bushfire Preparation Info Session 1
24/12/2023	24/12/2022	Wooroloo VBFB	Brigade Lolly Run

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Committee notes the attached community engagement report.

6.3 Infringements and Prosecutions

File Code	GV.MTG 6.5
Attachments	Nil

SUMMARY

That the Committee notes the below

Infringements.

Several referred to Fines Inforcement Registry

Prosecutions

Nil

Cautions

Nil

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Committee notes the attached infringements and prosecutions report.

6.4 Update - Department of Fire and Emergency Services

File Code	GV.MTG 6.5
Attachments	Nil

SUMMARY

That an update to be provided from DFES – NIL Report

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Committee notes the update provided by the Department of Fire and Emergency Services.

6.5 Update - CESM Mundaring/ Chief Bush Fire Control Officer

File Code GV.MTG 6.5
Attachments Nil

SUMMARY

CESM Mundaring update - August 2023

PREVENTION

There have been no Total Fire Bans or Harvest and Vehicle movement bans since the last BFAC meeting in May.

MITIGATION

Nothing significant to report.

WHS BRIGADE STATION INSPECTIONS

The inaugural bi-annual WHS inspections of Shire of Mundaring Bush Fire Brigade stations have begun. These are undertaken by a brigade representative, a Shire officer and the CBFCO. The inspections are a proactive approach to identifying and mitigating health and safety hazards and protecting brigade volunteers from risk.

RECENT HOUSE FIRES

Towards the beginning of winter, our brigades were called to several chimney-related fires in homes throughout the Shire. In conjunction with Shire communications, public awareness around chimney and fireplace maintenance has been made by the Shire and some brigades on social media and variable message signs.

BUSHFIRE OPERATING PROCEDURES (BOP)

Bushfire Operating Procedures are currently being reviewed. The latest draft has gone to the Operations Command group for comments and suggestions to be considered by the Shire and CBFCO.

FIRE SERVICE RESPONSE TO ACACIA PRISON

The DFES Metro North East region is in the early stage of proposing and developing a new Mutual Aid Agreement for emergency fire response at Acacia Prison. The MAA will be between DFES, Shire of Mundaring and DoJ/Serco. The intent is to create a clearer understanding and expectation of legislated authority to act and command-and-control structure.

TRAINING

Operational driver training between several local governments is currently underway. 34 Shire of Mundaring BFS members have already or are due to do the course this year.

An incident management training exercise will be held for Metro North East fire brigade volunteers on 14 October. The intent is to provide groups of developing brigade volunteers and future leaders with an opportunity to exercise and further develop their incident management skills.

INCIDENT ATTENDANCE REPORT – 30/05/2023 TO 08/08/2023

No. of Incidents Attended

This report shows the number of Incidents attended in any capacity. It does not count multiple turnouts to the same Incident. HAZMAT incidents are included (not labelled). Note: Bushfire (lge) is a fire greater than 1 hectare

Brig N°	Brigade Name	Service	Results						TOTAL
			Called Off - No Attendance	False Call - Good Intent	Fire - Bushfire (sml)	Fire - Other/Rubbish/Vehicle	Fire - Structure	Rescue & Medical	
6137	CHIDLOW BFB	BFB	0	1	2	1	0	0	4
6343	DARLING RANGE BFB	BFB	0	0	0	0	0	0	0
6194	DARLINGTON BFB	BFB	1	2	1	0	0	0	4
6253	GLEN FORREST BFB	BFB	0	0	0	2	2	0	4
6436	MT HELENA BFB	BFB	0	1	0	1	3	0	5
6512	PARKERVILLE BFB	BFB	0	1	1	0	3	0	5
6571	SAWYERS VALLEY BFB	BFB	0	1	0	0	1	0	2
6595	STONEVILLE BFB	BFB	0	0	0	0	1	1	2
6687	WOOROLOO BFB	BFB	0	0	1	0	0	0	1

FES INCIDENTS IN THE SHIRE OF MUNDARING – 30/05/2023 TO 08/08/2023

Incident Type	
Called Off - No Attendance	2
False Alarm - System Initiated	4
False Call - Good Intent	10
Fire - Bushfire (sml)	4
Fire - Other/Rubbish/Vehicle	5
Fire - Structure	9
General Service Calls	1
Natural Hazard	6
Rescue & Medical	2
Road Crash & Rescue	13
Total	56

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Committee notes the update provided by the CESM Mundaring/ Chief Bush Fire Control Officer.

6.6 Update - Department of Parks and Wildlife

File Code GV.MTG 6.5
Attachments Nil

SUMMARY

Parks and Wildlife update – Jordan Cantelo to provide report at meeting

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Committee notes the update provided by the Department of Parks and Wildlife.

7.0 URGENT BUSINESS (LATE REPORTS)

8.0 CLOSING PROCEDURES

8.1 Date, Time and Place of the Next Meeting

8.2 Closure of the Meeting