



UNCONFIRMED MINUTES

BUSH FIRE ADVISORY COMMITTEE MEETING

29 AUGUST 2023

I certify that the minutes of the meeting of the Bush Fire Advisory Committee held on Tuesday, 29 August 2023 were confirmed on Tuesday, 7 November 2023.



Presiding Person



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

1.0 OPENING PROCEDURES

The Presiding Person declared the meeting open at 7:00pm.

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 minuted.

1.1 Announcement of Visitors

Nil

1.2 Attendance/Apologies

Members	Ian Zlatnik Councillor Doug Jeans Councillor John Daw Mark Luzi Catriona McCarthy Neil Inwood Robin Preston Dan Wharton Tom Belger Aaron Thredgold Adrian Woodley Jeff Bromilow Katina Sweeney Murray McBride Jamie O'Neill Gary Rowles	Chairperson / Deputy Chief Bush Fire Control Officer Central Ward East Ward Director Statutory Services Captain Chidlow VBFB Captain Darlington VBFB Captain Darling Range VBFB Captain Darlington VBFB Captain Glen Forrest VBFB Captain Mount Helena VBFB Captain Sawyers Valley VBFB Captain Stoneville VBFB 1 st LT Wooroloo VBFB District Officer North East Rural CESM Mundaring / Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer
Staff	Craig Cuthbert Karen Dore Charlotte Jones	Coordinator Community Safety & Emergency Management Bushfire Risk Management Officer Secretary Emergency Management
Apologies	Nigel Morgan Adrian Dyson Lesley Lynam Neil Hawkins Dan Hepinstall	Deputy Chief Bush Fire Control Officer Manager Community Safety and Emergency Management Captain Wooroloo VBFB Mundaring Fire School Deputy Chief Bush Fire Control Officer
Guests	Gerry Starr Steve Dryden Murray Drover Fred Appleton	Representative Australian Volunteer Bush Fire Brigades 1 st Lieutenant Darlington VBFB 1 st Lieutenant Parkerville VBFB Fire Fighter

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

2.1 Report from Australian Volunteer Bushfire Brigade Annual General Meeting from Mr Gerry Starr

Mr Starr attended the Annual General Meeting as the North Ward representative for all the brigades North of Perth and Metro areas. This

- Another avenue to DFES & an alternative to Shire for contact
- Shire of Mundaring well run and well represented

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

RECOMMENDATION

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

Moved - Tom Belger

Seconded - Adrian Woodley

Noted

5.0 PRESENTATIONS

Nil

6.0 REPORTS OF EMPLOYEES

Nil

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 - Update is still working on new members to take to doctor for check off and process, to be discussed at next Ops command	Craig Cuthbert	Ongoing
2	Stoneville Volunteer Bush Fire Brigade Build - Practical completion 6 June, starting to furnishing - Teething issues with hydraulics, builder on to the consultant and will hopefully be rectified asap. - Committee agreed to remove from pending.	Adrian Dyson	Ongoing
3	Bushfire Risk Management Plan (BRMP) Update - Ms Dore advised she and fellow team members were continuing to review assets rated as extreme risk and or potential entrapment points within the Shire. - Adding in all potential entrapment areas and currently feeding them into the BRMP system. Any on the extreme list have been given top priority. - Stakeholder relations are slowly improving, Mainroads attended meeting with Shire of Mundaring to discuss Wooroloo works. Works hopefully to be completed prior to November 1 st . - Disability inclusive preparedness, what may need to be considered or approached differently in the event of a fire - Volunteer recruitment, Ms Dore has been through DFES resources and condensed, created and compiled 'Campaign Action Plan' for all brigades to add their own ideas, or successes. Once finalised promotion will commence throughout the Shire. Email to brigades when completed - Bushfire Ready groups advocate group of 14 people made up of a variety of Shire team, brigade members, and Bushfire Ready members. - Darlington advocate group suggested a preparedness stall for market - Mitigation Activity Fund awarded \$500k to SoM. 2/3 of the way through works at Lake Leschenaultia, all breaks on Western side are nearly completed. - Old Northam Road works to commence soon, letter drop and advice has been sent out to nearby residents. - Stoneville Rd to follow afterwards.	Karen Dore	Ongoing

REF NO.	ACTION	BY WHOM	TIME FRAME
	<ul style="list-style-type: none"> - Discussions with residents, around verges advising they are a shared asset and to build awareness around this and the maintenance requirements. - Variation approved for SoM to complete additional works along heritage trail in lieu of Glen Forrest Super block works. - Living with disabilities group is made up of variety of 40 people from varying backgrounds, such as those affected in emergencies, Shire Fire staff, and other stakeholders related to disability services. - Ms Dore confirmed mulching along Stoneville Rd undergrowth will include woody weed wattle and 1m from fence lines to protect property, but maintain mitigation benefits. - Mr Cuthbert confirmed follow up works to be completed painting stumps to prevent regrowth and that prior to mulching all machinery in cleaned prior to relocation, follow up spraying is conducted to prevent weed regrowth, mulching is altering the structure of the fuel, more aerated to reduce intensity of burning if it were to burn. - Ms Dore to define an entrapment area is somewhere a resident wouldn't have two areas with in 200m they could get out/off property. Is currently working through 3000 property specific cases, condensing into roads - Mr Zlatnik queried if there was a Shire document that clarifies verges as a shared responsibility? - Mr Cuthbert confirmed condensing of all information on verges across the Shire so there is one consistent message being communicated, and that it's an extension of residents property. Would be helpful for brigades when having discussions with residents. 		
4	<p style="text-align: center;">Progress of Local Law Review</p> <ul style="list-style-type: none"> - Consultants discussing the local law review, advised there would be little to be gained with a substantial cost involved. However has been put out to public for comment on 18th September, then will go to Council. - Mr Zlatnik public query, what do committee want to do with public feedback, committee recommendation - Ms McCarthy suggested it be re circulated to brigades - Shire to collate and distribute to the brigades for feedback post public comment 	Adrian Dyson	Ongoing
5	<p style="text-align: center;">Woorloo Bush Fire Enquiry Recommendations Update</p> <ul style="list-style-type: none"> - Distributed for brigades to look at recommendations release during August – can re distribute if needed - Many suggestions made are still in process - Perth Hills Incident Management Facility, final options analysis to Federal Government, Nov 2023 - Government feedback Incident Control Centre and asset plan to follow 	Adrian Dyson	Ongoing
6	<p style="text-align: center;">Volunteer Bush Fire Brigade Register of Cancer Incidents</p> <ul style="list-style-type: none"> - Mr Cuthbert advised Mr Dyson has had difficulties engaging with any consultants to assist, and will have more to update at next BFAC. 	Adrian Dyson	Ongoing
- 7	<p style="text-align: center;">Australian Fire Danger Rating System</p> <ul style="list-style-type: none"> - Mr Cuthbert advised that a 1 year review on the revised system has just been completed, awaiting release. - Attendance to Australian Fire Advisory Committee(AFAC) proved to be very informative and the AFDRS was a large topic of discussion. - WALGA representing Local Governments back to AFDRS regarding the new system and highlighting the concerns from Shire and other areas. - Mr O'Neill discussed the Fire Behaviour Index and that when it reaches 40 on the scale there is no decision regarding putting a ban in place, irrelevant of public opinion as it is a legislative requirement. - Mr O'Neill also advised the algorithm hadn't factored in rain, and has been amended, grass and adjustments specific to our district. 	Tom Belger & Adrian Dyson	Ongoing

REF NO.	ACTION	BY WHOM	TIME FRAME
	<ul style="list-style-type: none"> - Mr McBride reinforced it was National system so slight adjustments can be made, but is an overall system so has limitations for changes. - Mr Cuthbert advised SOM would write to AFDRS or DFES to enquire as to what adjustments had been changed to reduce requests of double ups. 		

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

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

Noted

6.2 Community Engagement

File Code GV.MTG 6.5
Attachments Nil

SUMMARY

That the Committee notes the update as advised.

1/02/2023	Mt Helena VBFB	Shire of Mundaring Community Preparedness Video
11/02/2023	Darling Range VBFB	Twilight Markets
24/02/2023	Glen Forrest VBFB	New Bushfire ready street group meeting
15/03/2023	Glen Forrest VBFB	Playgroup in the Park
16/03/2023	Mt Helena VBFB	Mundaring Christian College Bush Rangers Programme
21/03/2023	Mt Helena VBFB	Mundaring Christian College Bush Rangers Programme
25/04/2023	Chidlow VBFB	ANZAC Day Gunfire Breakfast
25/04/2023	Wooroloo VBFB	Anzac Day Morning Tea
1/05/2023	Darlington VBFB	Bushfire ready street contact meeting at station
4/05/2023	Parkerville VBFB	Facebook article - stand pipe taken during HR burn
5/05/2023	Darlington VBFB	Tree Tops Montessori school visit
15/05/2023	Parkerville VBFB	Facebook article - Reece IFSS at 17 - Volunteer week
15/05/2023	Parkerville VBFB	BBC Radio Interview - Volunteer week
17/05/2023	Parkerville VBFB	Facebook article - Interview with Tony Fell - Volunteer Week
19/05/2023	Darlington VBFB	May Annual Tin rattle day in CBD
23/05/2023	Darlington VBFB	Visit from Helena College Kindy
24/05/2023	Parkerville VBFB	Facebook article - Time for logo change
24/05/2023	Parkerville VBFB	Facebook article - Come join us recruiting article
24/05/2023	Parkerville VBFB	Facebook article - Newsletter release
28/05/2023	Mt Helena VBFB	Eastern Hills Community Kindy Expo
30/05/2023	Parkerville VBFB	Facebook article - Loving the hydrant
5/30/2023	Wooroloo VBFB	30 May - 2 June 2023 Attended the Wooroloo Resilience Corps Muster
4/06/2023	Parkerville VBFB	Facebook article - Christian - Duke of Edinburgh
20/06/2023	Mt Helena VBFB	3.4U to Boys Brigade
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	Glen Forrest VBFB	Recruitment campaign via social media and LED sign. At least three people EOI so far.
26/09/2022	Chidlow VBFB	Community Bushfire Preparation Info Session 1
24/12/2022	Wooroloo VBFB	Brigade Lolly Run

Tom Belger - Glen forrest recruitment via the sign and a drive on social media, sitting at 5 new people over a couple of weeks. Signage was obtained via a brigade applied grant

Ian Zlatnik – Highlighted the positive actions made by GF – ‘Check your Chimney’ campaign, should be part of a future roll over seasonal campaign for all brigades.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Committee notes the attached community engagement report.

Noted

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 sitting with Department of Justice.

Prosecutions

Nil

Cautions

Nil

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Committee notes the attached infringements and prosecutions report.

Noted

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 District Officer Murray McBride

- Confirmed Shire of Mundaring will be getting 3 high season appliances
- Incident Control at Wildfire review likely won't be available until next season.
- Training Accreditation review potentially available for next year's training season
- Regional 3 day course, Mundaring Weir with strong easterly pushing up towards Mundaring scenario. At this stage no brigade involvement.
- Incident Support Group of 70 people invited to area from Local Government. Addition of x3 new CEOs have been invited to meet and greet across the region.
- Commissioner on the radio re fire season, likely to be early starting October, no rain scheduled for September starting season off early.
- Funding of 250K granted to spend in the Shire, funds have decreased over past years as major works have been completed, funds now going towards maintenance.
- DFES has just signed section 95 to get prisoners involved with mitigation works, Wooroloo prison.
- Cr Daw – agreed fantastic initiative and so many opportunities to get prisoners in to the community doing important works.
- Mr McBride advised positive feedback already from contractors expressing interest to engage, and confirmed this will only be with DFES, and no prisoner engagement with VBFB .

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

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

Noted

6.5 Update - CESM Mundaring/ Chief Bush Fire Control Officer

File Code	GV.MTG 6.5
Attachments	Nil

SUMMARY

CESM Mundaring update - August 2023

- Mr O'Neill thanked Tom Belger for covering his leave and commended him on his work.
- Confirmed mitigation of 300 hectares in Chidlow had been completed over the low threat period.
- Unallocated Crown Land and mitigation burning is up this year where fire will increase in speed and travel
- Confirmed BOPS Brigade feedback received.
- Mr Zlatnik highlighted the importance of knowing who looks after the prisons and who has jurisdiction on site.
- Cr Jeans concerned for VBFB attending into the prisons
- Mr O'Neill confirmed no fire brigades will enter into the prison buildings until the confirmed cleared unless BA capable, and if they do will go accompanied by the Emergency Response Team(ERT), Officers to contain Prisoners for safety of VBFB.
- Serco, have specific ERT team who are dispatched in case of fire, and main role is 'make safe' so VBFB can attend to the fire safely.
- Mr McBride advised Serco team the prisons should be gazetted to the career firefighters but was rejected.
- Mr Zlatnik suggested the Shire should endeavour to put MoU in place so VBFB can defer to the officer in charge.

REVENTION

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

Dates: 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

Brg N°	Brigade Name	Service	Results						
			Called Off - No Attendance	False Call - Good Intent	Fire - Bushfire (sml)	Fire - Other/Rubbish/Vehicle	Fire - Structure	Rescue & Medical	TOTAL
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.

Noted

6.6 Update - Department of Parks and Wildlife

File Code	GV.MTG 6.5
Attachments	Nil

SUMMARY

Parks and Wildlife update – Jordan Cantelo away on AL

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

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

Noted

7.0 URGENT BUSINESS (LATE REPORTS)

8.0 CLOSING PROCEDURES

8.1 Date, Time and Place of the Next Meeting

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

8.2 Closure of the Meeting

8:11pm closure