



## **UNCONFIRMED MINUTES**

# **BUSH FIRE ADVISORY COMMITTEE MEETING**

**30 MAY 2023**

I certify that the minutes of the meeting of the Bush Fire  
Advisory Committee held on Tuesday, 30 May 2023 were  
confirmed on Tuesday, 29 August 2023.

A handwritten signature in blue ink, appearing to be "Zoo", written over a horizontal line.

Presiding Person

**UNCONFIRMED MINUTES  
BUSH FIRE ADVISORY COMMITTEE MEETING  
30 MAY 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**

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**1.0 OPENING PROCEDURES**

The Presiding Person declared the meeting open at 7:03.

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**

Nil

**1.2 Attendance/Apologies**

<b>Members</b>	Ian Zlatnik Councillor John Daw Tom Belger Nigel Morgan Andy Brock Robin Preston Neil Inwood Alex Griffin Aaron Thredgold Adrian Woodley Jeff Bromilow Lelsey Lynam Neil Hawkins	Chairperson / Deputy Chief Bush Fire Control Officer East Ward DFES CESM Mundaring / Chief Bush Fire Control Officer Deputy Chief Bush Fire Control Officer 1 <sup>st</sup> Lt Chidlow VBFB Captain Darling Range VBFB Captain Darlington DBFB A/ Captain Glen Forrest VBFB Captain Mt Helena VBFB Captain Swayers Valley VBFB Captain Stoneville VBFB Captain Wooroloo VBFB Mundaring Fire School Representative
<b>Guests</b>	Craig O’Heir Steve Dryden Katina Sweeny Aiden Stenton	President Chidlow VBFB 1 <sup>st</sup> Lt Darlington DBFB 1 <sup>st</sup> Lt Wooroloo VBFB Glen Forrest VBFB
<b>Staff</b>	Adrian Dyson Craig Cuthbert Karen Dore Matthew Lowndes Charlotte Jones	Manager Community Safety & Emergency Management Coordinator Community Safety & Emergency Management Bushfire Risk Management Officer Fire Hazard Inspection Officer Secretary Emergency Management
<b>Apologies</b>	Councillor Doug Jeans Mark Luzi Gary Rowles Catriona McCarthy Dan Wharton Jordan Cantelo	Central Ward Director Statutory Services Deputy Chief Bush Fire Control Officer Captain Chidlow VBFB Captain Parkerville VBFB DBCA

**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**

<b>RECOMMENDATION</b>
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That the Minutes of the Bush Fire Advisory Committee Meeting held 4 April 2023 be confirmed.

Moved by Ian Zlatnik

Seconded by Tom Belger

**5.0 PRESENTATIONS**

Nil

6.0 REPORTS OF EMPLOYEES

6.1 Volunteer Bush Fire Brigades - Work Health and Safety Building Inspections

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<b>File Code</b>	
<b>Author</b>	Craig Cuthbert, Coordinator Community Safety & Emergency Management
<b>Senior Employee</b>	Mark Luzi, Director Statutory Services
<b>Disclosure of Any Interest</b>	Nil
<b>Attachments</b>	1. Bi Annual Work Health and Safety VBFB inspection list

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**SUMMARY**

Shire of Mundaring is reviewing Work Health and Safety standards, practices and procedures across all its operations including the activities of its Volunteer Bush Fire Brigades. In that regard the need for additional processes and record keeping for brigades/stations has been deemed necessary to ensure the Shire fulfills its legal obligations whilst safeguarding the health and safety of volunteers, staff and contractors. This report recommends that the committee notes the commencement of Work Health and Safety (WHS) inspections for all Shire of Mundaring Volunteer Bush Fire Brigade stations to commence from 1 July 2023.

**BACKGROUND**

It has been identified that regular VBFB station WHS inspections and record keeping should be further implemented as it wasn't formally included within the Shires WHS inspections regimes.

Historically such inspections have not been carried out by the Shire staff within the nine brigades under its management. However preventative maintenance and regular roster checks have been ways in which hazards/compliance matters have identified and will continue to be in conjunction with bi annual inspections carried out by shire staff and a brigade representative.

**STATUTORY / LEGAL IMPLICATIONS**

*Work Health & Safety Act 2020 and Regulations 2022*

**POLICY IMPLICATIONS**

Shire of Mundaring - Work Health Safety Policy 2.1

**FINANCIAL IMPLICATIONS**

Officer time

## STRATEGIC IMPLICATIONS

Mundaring Strategic Community Plan 2020 - 2030

Priority 4 - Governance

Objective 4.4 – High standard of governance and accountability

Strategy 4.4.3 – Risks are well managed

## SUSTAINABILITY IMPLICATIONS

Nil

## RISK IMPLICATIONS

<b>Risk:</b> Non Compliance with WHS requirements		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Possible	Moderate	Moderate
<b>Action / Strategy</b>		
Bi annual checks inline with checklist and appropriate AS/NZ standards		

## EXTERNAL CONSULTATION

This matter has been the subject of consultation with the Operations and Command meeting consisting of brigade Captains

## COMMENT

Inspections are sheduled to commence 1 July 2023 Shire staff along with a designated brigade member will carry out the bi annual inspections during weekdays and advise the brigade/s on results of the inspection and any corrective actions required by the brigade, Shire of Mundaring or others. Inspections will take place during working hours, so that consistency is maintained across all stations with inspections scheduled by Shire Staff with adequate notice for all brigades.

## VOTING REQUIREMENT

Nil

## RECOMMENDATION

That the Committee note the Work Health and Safety Inspections will commence from 1 July 2023.

**Noted**

LOCATION: Date: 

## INSPECTION - FIRE STATION & EQUIPMENT

Brigade Representative: Shire Officer (s): CBFCO or DCBFCO: 

The workplace is to be inspected:

- At a time that is agreed with the employer

- Monthly

Yes - No further action required		No = Issue to be resolved by the responsible person and recorded on the Online Hazard Reporting System		N/A = Not Applicable	
No.	ITEM	COMPLIANCE ACHIEVED			COMMENTS
		Yes	No	N/A	
	<b>Front and Rear External Areas</b>				
1	Storage areas clean and tidy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Sharp objects capped i.e. star pickets, re-bar, garden areas etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	High housekeeping standards maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	No excess rubbish	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Access and egress points clear of obstruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Handrails installed on ramps & stairs, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Satisfactory Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Electrical cords/sockets in good order and not overloaded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Is the workplace free of cord and cable trip hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Building/fixtures/fences in good repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	Roadways, foot paths and car parks clearly marked and in safe condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<b>BA Room</b>				
1	Storage areas clean and tidy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	High housekeeping standards maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Floor surfaces are clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Satisfactory lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Inspection Checklist – Fire Station

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5	Electrical cords/sockets in good order and not overloaded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Is the workplace free of cord and cable trip hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	All BA components presented and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
8	Has the weekly BA checks been conducted on the equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
9	Number of BA qualified personnel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
10	Number of qualifies offensive structural firefighters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b><u>Tunic Room And PPC</u></b>					
1	High housekeeping standards maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Floor surfaces are clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Satisfactory lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	PPE room - tunic bags stored at correct height, room is free of obstructions. Room is clean and has adequate ventilation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	PPC clean, serviceable and without damage				
<b><u>Appliances</u></b>					
1	<b>Note: Gloves must be worn and charging cable must be unplugged from appliance before checking breakaway connection.</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Ensure cable and plug to appliance are in good condition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Ensure the breakaway plug if fitted is not excessively loose or falls apart easily when handled.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	V power checks completed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
5	Appliance clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
6	All sundry equipment on appliance is serviceable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b><u>Engine Room</u></b>					
1	Floor surfaces are clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Satisfactory lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Electrical cords/sockets in good order and not overloaded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Is the workplace free of cord and cable trip hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Engine room doors operate correctly, door warning lights are working/adequate, door glass is clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Lighting is adequate in regards to placement and illumination for the task being undertaken. Lighting works on both automatic and manual function	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Air extractor's work on automatic and manual ventilation is adequate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Water cooler is in good working order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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9	Equipment stowed correctly i.e. gas cylinders secure and protected from damage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Portable Platform Ladder stowed correctly and good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	Fire door serviced monthly and extinguisher serviced every 6 months	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	Hazardous materials stored correctly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
<b><u>Locker rooms</u></b>					
1	Floor surfaces are clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Satisfactory lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Electrical cords/sockets in good order and not overloaded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Is the workplace free of cord and cable trip hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Lockers maintained in clean and hygienic condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b><u>Toilet and Shower facilities</u></b>					
1	High housekeeping standards maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Floor surfaces are clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Satisfactory lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Electrical cords/sockets in good order and not overloaded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Is the workplace free of cord and cable trip hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	All surfaces are free of mould and excess grime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Fixtures are adequate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b><u>Kitchen / Dining room and Patio Area</u></b>					
1	Cupboard areas clean and tidy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Hot water system is clean and in good working order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	High housekeeping standards maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Floor surfaces are clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Satisfactory lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Electrical cords/sockets in good order and not overloaded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Appliances and barbecue maintained in a safe working order	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Furniture and fixtures in safe condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Drinking water filters are regularly maintained and replaced as required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b><u>Passage Way</u></b>					
1	Floor surfaces are clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Inspection Checklist – Fire Station

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2	Satisfactory lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Electrical cords/sockets in good order and not overloaded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Is the workplace free of cord and cable trip hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Office and Training room</b>					
1	Storage areas clean and tidy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	High housekeeping standards maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3	Floor surfaces are clean and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Satisfactory lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Electrical cords/sockets in good order and not overloaded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	The workplace is free of cord and cable trip hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	Workspace is ergonomically designed for purpose	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>General</b>					
1	OHS Policy / committee minutes displayed on Safety Noticeboard and up to date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2	Bushfire Operating Procedure, Code of Conduct and Disput resolution displayed in prominent location				
3	Safety Circulars circulated and display in prominent location				
4	Hazardous substances register kept up to date: Material Data Sheets are available; all substances are labelled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Asbestos Register available and up to date	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6	Station security is adequate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7	No unauthorised equipment stored on station property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Annual pest inspection has been completed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Storage areas are maintained in good working order and equipment stowed is correctly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Fire safety equipment has been inspected every six months	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	The emergency lighting is operating effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	The emergency exits are clear of obstructions, and signage illuminated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13	Evacuation diagram and emergency assembly points are displayed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14	Are first aid kits clean, accessible, and appropriately stocked and checked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15	Personnel are aware of the health and Wellness programmes and services available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16	Smoke alarms are tested monthly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Inspection Checklist – Fire Station

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	Other				
17		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
21	Click or tap here to enter text.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
22	Click or tap here to enter text.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
23	Click or tap here to enter text.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.

<b>Administrative Actions</b>	<b>OIC:</b> 1. Lodge hazard report as required 2. File in Workplace inspection file
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## 6.2 CESM Mundaring/ Chief Bush Fire Control Officer Report

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<b>File Code</b>	GV.MTG 6.5
<b>Attachments</b>	Nil

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### SUMMARY

#### PREVENTION

23 Total Fire Ban and 8 Harvest Vehicle Movement Bans declared since November 2022 for the Shire of Mundaring.

**UCL/UMR** – UCL hazard reduction as per below. Priorities are based on funding and resourcing this year and will focus on larger UCL blocks in Chidlow, Mt Helena and Darlington due to the potential risk of escalating bushfires and their impact on the community.

BURN CELL	BURN PLAN	SIZE (Ha)
Betty St, Chidlow	READY	7.7
Forrest Ave, Mundaring	READY	10.7
Jason St, Wooroloo	READY	21.9
Liberton Rd, Chidlow (cells 3, 27,28,29)	READY	125.3
Malabar Rd, Sawyers Valley x 2 cells	READY	7.5
O'Connor Rd, Mahogany Creek x 3 cells	READY	94.7
Sawyer Rd, Sawyers Valley x 3 cells	READY	10
Whitlam St, Mt Helena	READY	375
Sime Rd, Mt Helena x 2 cells	READY	73
Nelson Rd, Darlington (Cell 5) of Darlington super parcel prescription	READY	44.9
Oakleigh Rd, Darlington (Cell 2) of Darlington super parcel prescription	READY	24
<b>TOTAL (Ha)</b>		<b>721.7</b>

**AFDRS** - WA is conducting its own research to gather insights and evaluate communication and stakeholder engagement associated with the project. We would be very keen to work with WALGA around engaging LGs around receiving this feedback which is expected to be rolling out around April.

As a part of this continuous improvement, DFES is currently reviewing the Swan Inland North Fire Weather District (and beyond), which includes the Shire of Mundaring vegetation types and fuel parameters, with technical improvements expected before the national review. Under the new system, parameters that influence the outcome of the forecast Fire Danger Ratings include temperature, relative humidity, wind speed, drought factor, time since fire, etc. (to name a few). A notable difference between Swan Inland North and other fire weather districts is the increased fuel age in forest. These older fuels require lesser forecast wind speeds to reach an Extreme rating. The planned changes to fuel type and underlying data variables are expected to increase the accuracy of FDR forecasting and reduce occurrences of under or over-warning for the community.

The AFDRS is currently subject to a national review. This involves the Bureau of Meteorology, the Australasian Fire and Emergency Service Authorities Council (AFAC), the AFDRS national project team and all jurisdictions. The WA team have been liaising regularly with the national team and capturing case studies throughout the season where time and resourcing permits, including for Swan Inland North, to understand the AFDRS better and identify potential improvements. This will also review Fire Weather Districts, which communicate Fire Danger Ratings to the community. Feedback from the public, external agencies and DFES is being compiled to help inform the review.

#### **INCIDENT ATTENDANCE REPORT – 29/11/2022 TO 25/05/2023**

BRIGADE	PRIMARY	SUPPORT
CHIDLOW	7	6
DARLING RANGE	6	-
DARLINGTON	-	34
GLEN FORREST	12	6
MT HELENA	19	13
PARKERVILLE	1	11
SAWYERS VALLEY	4	5
STONEVILLE	5	5
WOOROLOO	2	11

\* includes incidents where the brigade is stood down before arriving on scene

#### **FES INCIDENTS IN THE SHIRE OF MUNDARING**

#### **VOTING REQUIREMENT**

Simple Majority

#### **RECOMMENDATION**

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

**Noted**

## 6.3 Department of Parks and Wildlife Report

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<b>File Code</b>	GV.MTG 6.5
<b>Attachments</b>	Nil

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### **SUMMARY**

Parks and Wildlife update - May 2023

#### **Prescribed burning: -**

With the end of the Prohibited Fire Period and when favourable weather conditions allow, Parks and Wildlife will commence its Autumn/Winter/Spring 2023 fuel reduction program in prescribed areas throughout the P&W Perth Hills Fire district.

Prescribed Fuel Reduction Burns programmed In the Shire of Mundaring when favourable conditions allow include: -

- PHS\_242 John Forest NP 2 - 132ha
- PHS\_116 John Forrest NP - 698ha
- PHS\_222 Sawyers 4 - 34ha
- PHS\_179 Zamia (Small southern aspect cells remaining) -130ha
- PHS\_207 Nockine (small % of burn in Shire of Mundaring, majority in Shire of York - 8900ha

#### **Prescribed Burning already commenced and/or completed :-**

- PHS\_222 Sawyers 4 (Completed)
- PHS\_207 Nockine (Completed half of the prescribed fuel reduction cell – this includes the area that falls in the Shire of Mundaring)

#### **Bushfire response: -**

Parks and Wildlife bushfire response since 29/11/2022 in the Shire of Mundaring

- John Forest National Park (15<sup>th</sup> Dec 2022) - Controlling Agency DFES
- Sawyers Valley (27<sup>th</sup> Dec 2022) - Controlling Agency LGA
- Beechina (28<sup>th</sup> Dec 2022) - Controlling Agency LGA
- Sawyers Valley PHS052 (14<sup>th</sup> Jan 2023) - Controlling Agency DBCA P&W (0.5ha)
- The Lakes (15<sup>th</sup> Jan 2023) - Controlling Agency LGA
- Chidlow (17<sup>th</sup> Jan 2023) - Controlling Agency LGA

#### **Operational Capacity/Capability: -**

Parks and Wildlife – Perth Hills District have ceased the Fire Availability roster for the 2022/2023 fire season on May 10<sup>th</sup>

### **Fire Detection**

- Aerial spotter flights have ceased through the Perth Hills District
- Fire Detection Towers have ceased for the 2022/23 season.

### **Training:**

Normal Training Schedule in place.

### **VOTING REQUIREMENT**

Simple Majority

<b>RECOMMENDATION</b>
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That the Committee notes the update provided by the Department of Parks and Wildlife.

**Noted**



6.4 Department of Fire and Emergency Services Report

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File Code	GV.MTG 6.5
Attachments	Nil

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SUMMARY

NIL Report

6.5 Mundaring Fire School Report

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File Code	GV.MTG 6.5
Attachments	Nil

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SUMMARY

That an update be provided by the Mundaring Fire School Representative

Neil Hawkins – Lack of training facilities, along with Industrial Action effecting DFES has had an impact on training, with attendance increasing at Mundaring Fire School from external areas such as Albany, The Kimberley etc. to gain and maintain qualifications

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Committee notes the update provided by Neil Hawkins from Mundaring Fire School

Noted

## 6.6 Infringements and Prosecutions

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<b>File Code</b>	GV.MTG 6.5
<b>Attachments</b>	Nil

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### SUMMARY

That the Committee notes the below

#### Infringements.

20/02/2023 - <i>Bush Fires Act 1954</i> s33	Stoneville	\$250.00
20/02/2023 - <i>Bush Fires Act 1954</i> s33	Parkerville	\$250.00
14/04/2023 - <i>Bush Fires Act 1954</i> s18	Mt Helena	\$250.00

#### Prosecutions

24/04/2023 - <i>Bush Fires Act 1954</i>	s18	Parkeville	\$3424.30
08/05/2023 – <i>Bush Fires Act 1954</i>	s33	Mt Helena	\$3220.00

Shire staff leading with education around with the new AFRDS, though still operate on a case by case scenario.

- Ian Zlatnik – Queried how successful are the Shire in the reimbursement of on billing of Section 33 works?
- Craig Cuthbert – Owner receives bill and can be recouped via rates, and put on payment plans, is a matter of weighing up options to choose best practice on a case by case basis.
- Adrian Dyson – no silver bullet as even with fines and prosecutions doesn't guarantee works completed.

### VOTING REQUIREMENT

Simple Majority

<b>RECOMMENDATION</b>
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That the Committee notes the attached infringements and prosecutions report.

**Noted**

## 6.6 Community Engagement

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<b>File Code</b>	GV.MTG 6.5
<b>Attachments</b>	Nil

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### SUMMARY

That the Committee notes the update as advised;

- Google Drive access for all Brigades moving forward to centralised data to ensure tracking of activities.
- Discussions around room were had regarding the definition of community engagement, DFES or generalised community interaction. Following examples given by those present;
- Aaron Threadgold - Christmas run has flow on effect as far as social media etc, opportunity for volunteer conversations as recruitment always a factor. Adrian – DFES only offer one community engagement course at present
- Alex Griffin – IGA BBQs provide seasonal fire conversations to happen naturally
- Robin Preston – Twilight markets were hoping to recruit, but lots of fire safety communication, DFES marketing handouts etc.
- Craig Cuthbert – to liaise with Shire Communications team regarding signage on illuminated signs for volunteers, and can send out a text on the bushfire notification.
- Karen Dore – advised adhoc approach can be overwhelming for recipients, and firm planning needs to take place prior.
- Adrian Woodley – suggests that Council be made aware of recruitment challenges.
- The Shire indicated appetite to coordinate all Shire Brigades with relation to recruiting and advertising to assist with community interest.
- John Daw – advised there's an opportunity with the Echo paper within the Presidents update column.

### VOTING REQUIREMENT

Simple Majority

<b>RECOMMENDATION</b>
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That the Committee notes the attached community engagement report.

**Noted**

## 6.7 Schedule of Pending Items

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<b>File Code</b>	GV.MTG 6.5
<b>Attachments</b>	Nil

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### 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	<b>Pre-Employment Medicals</b> Final medical form will be presented at Ops Command for review and comment, then will follow onto BFAC for endorsement	Craig Cuthbert	Ongoing
2	<b>Stoneville VBFB Station Build.</b> - Project Manager update Mechanical services for AC's has been rectified, only remaining is Western Power connection. - Review of building process with builder	Adrian Dyson	Ongoing
3	<b>BRMP Update</b> - Please refer to report attached BRMO Report independent of minutes. - Works underway currently Liberton rd, Alp st reserve completed, Superblock stopped due to asbestos, next financial year application submission going ahead, mitigation works to reduce fuel load for summer season. Superblock contaminated with asbestos, unable to be mitigated at present. Works to be diverted along Old Northam road. - Funding applied for National Disaster fund, towards with the videos and can collaborate with brigades for social media etc. Videos to be shared via socials with brigades tagged in posts to prompt sharing.	Karen Dore	Ongoing
4	<b>Progress of Local Law Review</b> - Advice from Consultants that small adjustments to Local Law would gain little value. Recommendations for changes would be if fatal flaws were detected. This advice will be given to Council to consider when presented for their collaboration and decision. - Future review of Bush Fires Act may alter power to make local laws under the Act.	Adrian Dyson	Ongoing

REF NO.	ACTION	BY WHOM	TIME FRAME
5	<b>Wooroloo Bush Fire Enquiry Recommendations Update</b> - Statement of recommendations now available to the public. With a number of key recommendations for review and consideration by State Government	Adrian Dyson	Ongoing
6	<b>Volunteer Bush Fire Brigade Register of Cancer Incidents</b> - Attempted have been made to engage with Hygienists, further efforts will be made to arrange contractors.	Adrian Dyson	Ongoing
7	<b>Australian Fire Danger Rating System</b> - Acknowledged that there are inconsistencies with new system, with DFES and BOM have indicated they are aware of, and will make adjustments as they see fit. Further information will be gained post Nation AFDRS Review.	Tom Belger & Adrian Dyson	Ongoing

## VOTING REQUIREMENT

Simple Majority

## RECOMMENDATION

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

**Noted**

## 7.0 URGENT BUSINESS (LATE REPORTS)

The Chairperson made the following

- Thank you to the outgoing Captains and welcome to incoming Captains.
- Acknowledged the hard work put in by the Shire Team coordinating the Annual BBQ, and the effort that went into organising and running the event.

## 8.0 CLOSING PROCEDURES

### 8.1 Date, Time and Place of the Next Meeting

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

- 29<sup>th</sup> August 2023, 7:00pm
- 7<sup>th</sup> November 2023, 7:00pm

### 8.2 Closure of the Meeting

- 8:26pm