



UNCONFIRMED MINUTES

BUSH FIRE ADVISORY COMMITTEE MEETING

1 MARCH 2022



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ATTENTION/DISCLAIMER

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LEGEND

To assist the reader, the following explains the method of referencing used in this document:

Item	Example	Description
Page Numbers	BFAC1 NOVEMBER 19 (BFAC2, BFAC3 etc)	Sequential page numbering of BFAC Agenda or Minutes for November 2019.
Item Numbers	8.1 (8.2, 8.3 etc)	Sequential numbering of reports under the heading "8.0 Reports of Officers"
Committee Recommendation Reference	BFAC11.11.19	Committee Recommendation number 11 from BFAC meeting November 2019.
Committee Decision Reference	DBFAC7.11.19	Committee Decision number 7 from BFAC meeting November 2019.

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**BUSH FIRE ADVISORY COMMITTEE MEETING
VIA WEBEX – 7.00PM**

1.0 OPENING PROCEDURES

Acknowledgment 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

Ni/

1.2 Record of Attendance and Apologies

Members	<i>Ian Zlatnik</i>	<i>Chair Person/Deputy Chief 3</i>
	<i>Cr John Daw</i>	<i>Councillor</i>
	<i>Cr Doug Jeans</i>	<i>Councillor</i>
	<i>Mark Bush</i>	<i>Captain Parkerville</i>
	<i>Phil Hay</i>	<i>DFES</i>
	<i>Rodney W Reed</i>	<i>Captain Darling Range VBFB</i>
	<i>Aaron Thedgold</i>	<i>1st Lt Mount Helena VBFB</i>
	<i>Jaimie O'Neill</i>	<i>CESM/CBFCO</i>
	<i>Lesley Lynam</i>	<i>Captain Wooroloo VBFB</i>
	<i>Nigel Morgan</i>	<i>Deputy Chief 2</i>
	<i>George Watkins</i>	<i>Captain Chidlow VBFB</i>
	<i>Gerry Starr</i>	<i>Captain Darlington VBFB</i>
	<i>Adrian Woodley (joined 8:05)</i>	<i>Captain Sawyers Valley VBFB</i>
Staff	<i>Adrian Dyson</i>	<i>Manager Community Safety & Emergency Management</i>
	<i>Craig Cuthbert</i>	<i>Coordinator Community Safety & Emergency Management</i>
	<i>Kylee Van Der Vuurst</i>	<i>Minute Secretary</i>
Apologies	<i>Neil Hawkins</i>	<i>Mundaring Fire School</i>
	<i>Jeff Bromilow</i>	<i>Captain Stoneville VBFB</i>
	<i>Mark Luzi</i>	<i>Director Statutory Services</i>
	<i>Daniel Heptinstall</i>	<i>Deputy Chief 4</i>
	<i>Tom Belger</i>	<i>Captain Glen Forrest VBFB</i>
	<i>Gary Rowles</i>	<i>Deputy Chief 1</i>
Guests	<i>Nil</i>	
Members of		

the Public		
Members of the Press	<i>Nil</i>	

2.0 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

3.0 DECLARATION OF INTEREST

3.1 Disclosure of Financial Interest and Proximity Interests

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 Disclosure of Interest Affecting Impartiality

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice. (Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C).

Nil

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

It was confirmed that the minutes of the meeting of the Bush Fire Advisory Committee held Wednesday 8 December 2021 be confirmed and returned.

5.0 PRESENTATIONS

5.1 CESM Mundaring/Chief Bush Fire Control Officer

COVID Restrictions

State is currently set at Level 2 public health measures, below restrictions apply for Brigades from **March 1** and will continue to at least the end of the high threat period.

Attending Stations & Brigade Activities:

- Essential Maintenance only, including Saturday morning checks with minimum on roster crews only. Captain only to authorise all station access outside of essential maintenance and response.

- Only “up to date” vaccinated members may attend the station and brigade activities, including turnouts (as per the State Directions).
- In person meetings, training and activities suspended/cancelled, online meetings and training to go ahead.
- Minimum number of members to attend station for appliance checks and maintenance, or as approved by Captain and following all COVID protocols.
- Where possible, split shifts in each brigade which do not come together at any time.
- Members attending stations must scan in using the station QR code and sign in using the station sign in book.
- Masks to be worn at all times inside when in company and outside when unable to achieve 1.5m physical distancing.
- Physical distancing to be observed at all times, at least 1.5m from others.
- Clean / sanitise hands on entry and departure to station and regularly during the course of the visit. Use soap and water or alcohol-based hand rub.
- Cover your nose and mouth with a bent elbow or tissue when coughing or sneezing.
- Regularly clean / sanitise station and appliance frequently touched or dirty objects, floors and surfaces.
- Sick and vulnerable members to stay at home. If feeling unwell stay at home and advise Captain do not mobilise or attend station.
- When they become available, Rapid Antigen Tests (RAT) will be provided for members to use prior to attending or if displaying symptoms at incidents or training.
- If we are unfortunate to have one member test positive and if the station becomes a hot spot and we may lose a shift/crew, the station will need to be sanitised by professionals before the other shift attends.
- When crews are on station ensure that roller doors and all external doors are open to promote through ventilation

Operations/Incidents, including the above:

- Maximum 4 persons per heavy appliance, P2/N95 masks to be worn at all times.
- 2 persons per light tanker, P2/N95 masks to be worn at all times.
- Designate a person with the responsibility to conduct briefings and to oversee COVID19 protocols for all operations.
- Conduct all briefings including those with contractors, and all other group related discussions outdoors in the open air.

- Fresh air preferred in appliances where possible.
- Incoming and outgoing crews do not interact where possible.
- Crew changeover is in isolation in a clear area and appliance sanitising occurs before handover.
- Incoming crew also wipe down and disinfect appliance before use.
- Sanitising, Physical distancing to be observed.
- Members attending incidents to occupy the same seat/space in the appliance throughout the incident.
- OIC to ensure all appliances/crews not required are stood down ASAP
- No crew mixing or swapping between appliances during incidents.
- Do not share PPC/E
- Crew leader only to obtain briefings, rest of crew to stay with appliance.
- Interactions on the fireground with crews or residents to be from a distance.
- Appliance and station surfaces, knobs etc to be sanitised on completion of operations and prior to departing the station.

Prevention.

Commenced planning for the 2022/23 burning season, approx. 407ha of UCL reserves are prioritised for hazard reduction burns.

Ash Road, Chidlow (7.4ha)	O'Conner Rd, Mahogany Creek (71.6ha)
Barrett Rd, Mahogany Creek (6.7ha)	Sawyers Rd, Sawyers Valley (11.3ha)
Doconning Rd, Beechina (10.22ha)	Liberton Rd/Tarrup Rd, Chidlow (108ha)
Green St, Wooroloo (34.73ha)	Liberton Rd, Chidlow (27.2ha)
Forrest Ave, Mundaring (10.7ha)	Sime Rd, Mt Helena (73ha)
Jason St, Wooroloo (21.9ha)	Stoneleigh Rd, Sawyers Valley (6.16ha)
Malabar Rd, Sawyers Valley (7.5ha)	Thornwick Cr, Chidlow (5.38ha)
Manjiri Dr, Glen Forrest (0.85ha)	

Preparedness.

This year to date there has been 21 total fire bans issued and the shire has issued 9 harvest vehicle movement bans.

Brigades have been attached to countless task forces ready to be deployed both within metro and regionally

Response

There have been some anomalies with some turnouts, Brigades that have any issue with turnout anomalies please ensure you complete a turnout enquiry form as soon as possible and forward it to me, to date there has been multiple communications with communications centre and a number of face-to-face meetings and we are continuing to monitor.

Brigades have attended deployments at Margret River, Carnarvon, Bridgetown, and Shackleton along with attending fires throughout the Metropolitan area.

Brigade Incidents

BRIGADE	INCIDENTS
CHIDLOW	39
DARLING RANGE	5
DARLINTON	25
GLENFORREST	20
MT HELENA	23
PARKERVILLE	20
SAWYERS VALLEY	18
STONEVILLE	10
WOOROLOO	26

Shire Incidents

Incident Type	2021/2022
Called Off - No Attendance	6
False Alarm - System Initiated	5
False Call - Good Intent	51
Fire - Bushfire (lge)	6
Fire - Bushfire (sml)	44
Fire - Other/Rubbish/Vehicle	16
Fire - Structure	13
Hazardous Situation	10
Natural Hazard	19
Rescue & Medical	4
Road Crash & Rescue	22
Total	196

Adrian Dyson asked whether the burns Jaimie O'Neill mentioned in the report are on Unallocated Crown Land (UCL).

Jaimie O'Neill replied Yes.

Cr John Daw asked of the 407 ha mentioned are they chunks of land that are around the town site or further afield?

Jaimie O'Neill responded by saying priority is given to anything abutting private property to allow buffer.

Ian Zlatnik asked with the anomalies for turn out did that affect our brigade's responses at all?

Jaimie O'Neill responded by saying at times the wrong brigade is being mobilised into another brigade's area which can affect response time.

Phil Hay wanted to reinforce what Jaimie O'Neill mentioned in relation to Mobilising concerns. Phil Hay said it is a metro wide issue, not a Mundaring targeted issue. Any mobilising anomalies Phil Hay requested the appropriate SOP form be completed because without the form it is hearsay. He also advised to fill in as much information as you can. Phil Hay also advised that Murray McBride will be back in a couple of weeks and this topic will be covered as part of the handover.

5.2 Department Fire and Emergency Services – DO North East (presented by Phil Hay)

Phil Hay acknowledged all the support from the Mundaring Brigades especially a few weeks ago. There were 4 level 3 incidents running across the state that weekend and advised that he put out 11 task force out of metro and applauded the willingness of the brigades. He asked for the appreciation from DFES and especially from the North East region to be passed onto the brigades.

The metro training calendar is out and is online. Mundaring and some other Shire's have theirs. Phil Hay advised that it is going to be an interesting space at this stage and they will watch this moving forward with COVID-19. He was unsure in what format or style or what courses would occur. At this stage it is on but will wait and see what happens.

In regards to the UCL burns that is a DFES Project and is their responsibility yet DFES unable to do the burns without the support of the brigades. DFES has a number of contractors back on board which means they will be able to do the mop up and patrolling into the days after burns, therefore not relying on the brigades as much. Which may mean more burning could possibly be done.

Adrian Dyson commented about the mobilising concerns and for the Captains to just talk to their brigades in relation to the manner in which those concerns are raised. Adrian Dyson said Both Phil Hay and Jaimie O'Neill have highlighted the correct procedure and that work is being done about this. Adrian Dyson then encouraged Captains to talk to their members before firing off something on BART or social media. Some of what Adrian Dyson has seen is insulting and denigrating of which he said was is totally unacceptable. Adrian Dyson also said if sees that he will be asking for an account of the incident.

Ian Zlatnik added for anyone who isn't familiar with the correct process to get in touch with their Deputy or Chief and utilise the mobilisation anomaly reporting system.

Phil Hay said to go to SOP 1 and then to mobilising, that will give the individual all the links to find the documents.

Aaron Thredgold said thanks to Jaimie O'Neill for following up these mobilisation issues for Mount Helena. He also thanked to Phil Hay for clarifying the process and that the issues are being addressed. Aaron Thredgold mentioned that he had addressed the issue in relation to turn out anomalies with his brigade at the previous night's meeting. Adding 'respect of others has been raised with the brigade members'. He also asked when it's noted that those incidents are going on is it practical that the CESM/Deputy has the ability to request a particular brigade such as if it is structural fires? Is it possible for the CESM to mobilise direct? Is that a consideration/possibility to interject?

Jaimie O'Neill responded by saying in most cases and the example of the nursing home as the prime example he can call and tell them to mobilise the right brigade. Jaimie O'Neill added by saying he or the Deputy can contact the Call Centre but he sometimes also needs to check with CAD to see why a particular brigade has been mobilised. The brigades being turning out can also call CAD to turn out the correct brigade.

Phil Hay said that all of the phone and radio calls are recorded. These can be used as evidence when resources are requested and they weren't mobilised. Just be mindful that they are humans as well and for requests to be done respectfully.

Cr John Daw asked in regard to the burning of the UCL whether DFES do pre burn reports on biodiversity in the area and do they do Post burn checks to see if any unintentional damage has occurred?

Phil Hay responded there is a full prescription essentially the same as what parks and wildlife use. For example the prescription for the Darlington cell was approximately 82 pages long. Environmental checks are done. Post burn checks are done in consideration for the environmental flora and fauna impacts. Any really sensitive areas will have a flora and fauna survey done prior to a burn. So if it is an area of real significance is identified, part of the consultation process of the burn prescription includes consultation with friends groups and parks and wildlife to see if they have any concerns.

Cr John Daw asked when you are having an exceptionally dry season like we are having now and therefore hot burns going do you time the burns to wait for potential rains to come to cool things down to reduce the potential damage to the biodiversity?

Phil Hay said yes it's all in the prescription which outlines the scorch height, it also has a fuel moisture content variables, the burn must meet the parameters.

Cr John Daw asked if the burn at the back of Chidlow and Betty Road was that kept within the parameters as some people have said it was very hot.

Phil Hay said that he would have to take the question on notice as he wasn't personally at that burn.

Jaimie O'Neill said that he also wasn't at that burn but the Betty Road fire had a high fuel load. Jaimie O'Neill then explained the requirement to mitigate risk and how fuel loads affect burns and until a 6-8 year burn pattern can be achieved fires could potentially be warmer than expected.

5.3 Department Parks and Wildlife

Nil provided.

5.4 Mundaring Fire School/Training Officers Committee – MFS Chairperson

There is little to report this month as our training season has not yet started.

At this stage training will be continuing as normal, with some Covid safety measures. We have reduced the number of student in the classes, and we will need to wear masks per the DFES and Shire directives until otherwise directed.

All the MFS courses are loaded into eAcademy and I encourage brigades to help members book training early. Remember if rosters or schedules don't allow a member to do one of our courses, they can apply for any course advertised at the FES Academy, or other local Governments.

We have left several free weekends in the calendar to allow for ad-hoc courses to be run, we also have the flexibility to run courses on station and/or during the week if necessary, so talk with your members and let us know if there is a specific need.

Unless otherwise listed in the calendar, courses will be run out of the new school.

We are still planning a grand opening, possibly in May, depending on various factors, including Covid. We will send out invites as and when details are confirmed.

Please don't hesitate to contact me if there are any fire training related questions or concerns.

Jaimie O'Neill added that last week the metro Chiefs met and as part of that meeting training was discussed. He outlined that there is a big commitment to maintain training, whether it's with reduced numbers or via online packages.

Nigel Morgan, Neil Hawkins and Jaimie O'Neill will be getting together to discuss and see what the training will look like. It may be as simple as reducing numbers and running the course more regularly which means some of the non-essential courses may be cut.

5.5 Attachments for Information

5.5.1 Brigade Fire Reports

Attached

Cr John Daw asked regarding the Parkerville fire on the 21st January, what was the cause of the re-ignition?

Mark Bush responded by saying it was by a cigarette butt.

Adrian Dyson added that there was a less than satisfactory practise on the property by the occupants which appeared to be the cause. Adrian Dyson advised that meetings have occurred with Senior Management of the establishment.

Cr John Daw then asked so are they back in action at the place, is that correct? Adrian Dyson was unsure. Mark Bush mentioned that he was at the property 2-3 days ago inspecting the extent of the burnt area and the building looked empty.

5.5.2 Community Engagement

Ian Zlatnik said social media posts are good to share during this part of the meeting so the Shire of Mundaring is aware of the positive community engagement work that is occurring with the brigades. He then mentioned that he again encourages the brigades to add into this space the community engagement they are currently doing.

John Daw asked whether community engagement included the notification of prescribed burns by brigades, DFES or DPAW.

Ian Zlatnik responded by saying that community engagement is usually a direct interaction with the public such as promotions or brigade activities. For example open days, market days, stalls being held, bushfire ready plans that have been prepared. Hazard reduction burns are in the prescribed burns section as they are public burns rather than brigade specific.

Ian Zlatnik encouraged brigades to not only include face to face but also Facebook posts. Some bridges are getting really good reach with this and encouraged the brigades to include them.

5.5.3 Infringements/Prosecutions

Craig Cuthbert advised the following had been issued:

2 Cautions around Total Fire Bans (TFB's) they were new residents to the area. They were not entirely aware of what the TFB's involved so education was conducted with them.

During the prohibited burning period a pile was lit up during the day. Fire Protection Officers attended. An infringement of \$250 was issued.

5.5.4 Schedule of Pending Items

Adrian Dyson advised of the following:

Standing Item: Deputy Vehicle update.

The order for the deputy vehicle and its bolt on's was placed with Midland Toyota around the 18th January. Toyota has advised up to 6 months for delivery.

Combined Stoneville and Volunteer Bushfire Brigade Project and Fire School is all but complete, still doing some minor trimmings, the Shire have a quote for a different door lock system. All the windows which are protected by security screens, the flywire has been replaced, windows cleaned and new security screens over the windows in the new toilet area.

In relation to the Stoneville station there has been difficulties in getting materials during COVID-19, the structural materials are fine it is more the finer details such as a colour or type of vinyl. The slab has been poured in a couple of stages and the main steel structure is the next. The consulting structural engineer which has been engaged will inspect that once those works are complete. The builder has advised that practical completion would be approximately mid-April. Fit out will occur after practical completion.

Bushfire Risk Management Plan update: Adrian Dyson advised that he has been diverted to COVID related matters therefore Craig Cuthbert would provide an update. Craig Cuthbert advised the following:

At the Black Cockatoo reserve there has been much consultation with friends groups and in relation to dieback management which has taken up a fair bit of time, but is important.

Some projects won't be able to be completed due to time. Some of these projects included hazard reduction burns which will not be able to take place and will be applied for in the following year.

Craig Cuthbert also advised an audit is coming up. The Office of Bushfire Risk Management within the Rural Fire Division will be coming up as a bit of a quality check to look at some of the works that have been conducted on reserves to ensure the works are being done and they have been done to standard.

An application for supplementary funding is being put together, however Craig Cuthbert will be looking into this further because it's all based on priority. Craig Cuthbert will be meeting with Cecil Wells who is the Shire of Mundaring's Bushfire Risk Mitigation Officer within DFES that covers the Shire's area likely next week to find the best way to get that supplementary funding through.

Cr John Daw asked 'will the supplementary funding is on top of the additional funding even though the existing funds were not already spent in the budget?' Craig Cuthbert responded by advising that additional funds were required due to the current funds being allocated to the reserves work which is already being done. This included Strettle Road and the Black Cockatoo reserves mainly due to the cost of the limestone being put in which is required for dieback management.

Cr John Daw said that positive feedback had been received in relation to Black Cockatoo Reserve and asked if the same contractors will be used when the Alps Street Reserve will be done.

Craig Cuthbert confirmed yes, the same contractors will be used.

Cr John Daw noted that the contractors really knew their stuff and the friends group were really happy with the standard of work which was achieved by the contractors.

Cr Doug Jeans mentioned the email councillors received in relation to the Black Cockatoo Reserve. Cr Doug Jeans read an excerpt from the email from the friends group.

Cr Doug Jeans asked in relation to the Deputy's fire vehicle 'with the vehicle taking 6 months, will the additional fit out be ordered in the meantime to reduce the waiting timeframe?'

Adrian Dyson advised that Midland Toyota is building the vehicle, bar some final things such as the DFES radio that vehicle will come as a ready to go unit.

Ian Zlatnik asked Adrian Dyson if he thought the 6 month timeframe was a little optimistic.

Adrian Dyson suggested given that since it is only a cab shassy which had been ordered that might be why it may be quicker but he would check with Darren Hunt to confirm the timeframe.

Cr Doug Jeans said that given the 6 to 9 month waiting period he asked whether second hand vehicles with low mileage can be considered rather than a new vehicle every time.

Adrian Dyson suggested due to the risk even on low mileage vehicles it hadn't been considered and he wasn't aware of the Shire of Mundaring purchasing second hand vehicles during his time.

Ian Zlatnik mentioned the potential for discussion around awards nights and could they be run in conjunction with a Shire of Mundaring event.

Ian Zlatnik also raised the topic of Fitness assessments before members join a brigade or during their 10 years with the brigade.

Adrian Dyson followed up by saying if a decision has been reached, the report can be brought before BFAC. Adrian Dyson then said a base report can be given to him and he can bring the matter to BFAC as a formal report.

Ian Zlatnik asked if there were any items to be brought to a round table discussion post the BFAC meeting.

Adrian Dyson added DFES have looked at the section 33 notices (firebreak notices/firebreak and fuel load notice) because they noticed there was a great disparity across the state and some were not legally enforceable. DFES will be releasing guidelines towards preparing these.

Adrian Dyson also mentioned that the Office of the Auditor General wishes to conduct an audit of the Local Government Grant Scheme. A couple years ago the Shire dealt with the Economic Regulation Authority doing a similar type of thing. However the Office of the Auditor General reached out to a couple of local governments to gain original thoughts as they don't even have their terms

of reference structured yet. The Office of the Auditor General will have a more on the ground look at the issues that concern Local Government about the Local Government Grant Scheme.

Ian Zlatnik sought clarification if the local laws were under review and the Shire of Mundaring will be proceeding in conducting a review of the Bushfire Local Law.

Adrian Dyson advised that the matter was first brought to Council as part of the Local Government Act reforms. Adrian Dyson advised that he had asked the Governance Officer at the time how many public comments had been received on the current local law, to which he was advised there had been none at that stage. The process is to continue and another opportunity to comment will be provided.

Cr John Daw said Council made the decision to review but they don't know how the exact reform process of Local Government is going to land. Cr John Daw also added Council has started the process of looking at the Shire's local laws and as they don't know what is going to happen they will continue it.

Ian Zlatnik asked whether it would be beneficial for this topic to be added as a standing item.

Adrian Dyson has confirmed it would be beneficial.

Action Item: Add Bushfire Local Law Review as a standing item.

6.0 URGENT BUSINESS (LATE REPORTS)

Nil

7.0 CLOSING PROCEDURES

7.1 Date, Time and Place of the Next Meeting

The next Bush Fire Advisory Committee meeting will be held on **Tuesday 31 May** at 7.00pm in the Civic Area.

7.2 Closure of the Meeting

The Chair closed the meeting at 8:11.