



UNCONFIRMED MINUTES

BUSH FIRE ADVISORY COMMITTEE MEETING

8 DECEMBER 2021



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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.

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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
CIVIC AREA – 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.

Mark Luzi declared the meeting open at 7.00pm, welcoming all in attendance. Mark Luzi advised the Committee that Council had appointed Cr Doug Jeans and Cr John Daw as Council Members of the Bush Fire Advisory Committee, and then called for nominations for the Presiding Person of BFAC.

1.1 Announcement of Visitors

1.2 Record of Attendance and Apologies

Members	Ian Zlatnik	Presiding Person
	Jamie O'Neill	CESM
	Mark Luzi	Director Statutory Services
	Gary Rowles	Deputy Chief 1
	Nigel Morgan	Deputy Chief 2
	Ian Zlatnik	Deputy Chief 3
	Cr John Daw	Councillor
	Cr Doug Jeans	Councillor
	George Watkins	Captain Chidlow VBFB
	Gerry Starr	Captain Darlington VBFB
	Rod Reed	Captain Darling Range VBFB
	Tom Belger	Captain Glen Forrest VBFB
	Mark Bush	Captain Parkerville VBFB
	Adrian Woodley	Captain Sawyers Valley VBFB
	Jeff Bromilow	Captain Stoneville VBFB
	Lesley Lynam	Captain Wooroloo VBFB
Staff	Adrian Dyson	Manager Community Safety & Emergency Management
	Kylee Van Der Vuurst	Minute Secretary
Guests	Cat McCarthy	1 st Lt Chidlow VBFB
	Neil Inwood	1 st Lt Darlington VBFB
	Robin Preston	1 st Lt Darling Range VBFB
	Aaron Thredgold	1 st Lt Mt Helena VBFB
	Steve Smith	1 st Lt Parkerville VBFB
Apologies	Jordan Cantelo	DPaW Fire Operations Officer
	Cameron Greaves	Depty Chief 5
	Daniel Heptinstall	Deputy Chief 4

	Alex Griffin	1 st Lt Glen Forrest VBFB
	Craig Cuthbert	Coordinator Community Safety & Emergency Management
	Murray Mcbride	DFES District Officer North East
	Elton Van Den Dungen	1 st Lt Sawyers Valley VBFB
	Craig Rudge	1 st Lt Stoneville VBFB
	Craig Pabst	1 st Lt Wooroloo VBFB

1.2.1 Election of Presiding Member

Chair Ian Zlatnik was elected unopposed as Presiding Member of BFAC. The Acknowledgement of Country was then read.

1.2.2 Election of Deputy Presiding Member

The newly elected Presiding Person Ian Zlatnik then called for nominations for Deputy Presiding Person. Cr John Daw was elected as Deputy Presiding Person of BFAC unopposed.

2.0 ANNOUNCEMENT BY PRESIDING MEMBER WITHOUT DISCUSSION

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).

Nil

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

That the minutes of the meeting of the Bush Fire Advisory Committee held Tuesday 31 August 2021 be confirmed.

Minutes not available at the meeting for signing. Emailed to Ian Zlatnik
15/12/2021

COMMITTEE DECISION		DBFAC1.12.21	
Moved by:	Gary Rowles	Seconded by:	Cr Doug Jean

CARRIED _____/0

For:

Against:

5.0 PRESENTATIONS

5.1 CESM Mundaring/Chief Bush Fire Control Officer

Prevention;

- *UCL/UMR works ongoing with 210ha HRB conducting through the burning season, mainly through the Chidlow area with smaller parcels completed in Glen Forrest. Same time last year UCL HRB was 138ha*

Preparedness;

- *Shire officers are currently inspecting properties throughout the shire for compliance to the fire break and fuel load notice.*
- *Level 2 Multi-Regional Rural Urban Interface firefighting exercise was conducted in October 2021, with over 200 volunteers and staff attending from 3 DFES regions and 4 Local Governments*

Response;

- *We are currently in the high threat period with the Metropolitan Enhanced Air Operation arrangements in place.*
- *Brigades fully Operational, preliminary investigation around impact of mandatory vaccination to Brigade operations seems to be minimal.*

Incident Type	2020/2021	2021/2022
Called Off - No Attendance	0	5
False Alarm - System Initiated	2	3
False Call - Good Intent	5	32
Fire - Bushfire (lge)	0	1
Fire - Bushfire (sml)	2	17
Fire - Other/Rubbish/Vehicle	2	11
Fire - Structure	1	10
General Service Calls	1	0
Hazardous Situation	1	7
Natural Hazard	0	15
Not Reported	0	1
Road Crash & Rescue	4	16
Total	18	118

Jaimie O'Neill advised we were experiencing slightly higher day and night temps but despite this an average fire season was expected. 100 more incidents than this time last year.

Cr John Daw asked "How many of those incidents were bushfires" – Jaimie O'Neill responded by advising 1 large, 17 small.

Cr John Daw asked with the additional rain, meaning more weeds on the verges does that mean there is a higher risk of fire. Jaimie O'Neill responded that yes there is more fuel which is now dry but climate wise we are still expecting an average fire season.

Ian Zlatnik asked about the mandatory vaccinations the Shire rolled out. Adrian Dyson responded by advising that the directions issued by the Chief Health Officer were sent to the brigade Chiefs. According to the directions a fire and emergency service worker included the Shire's fire staff, brigade workers and volunteers who would be attending incidents and the stations. All of whom were required to be partially vaccinated by 1 January 2022 and fully vaccinated by 1st Feb 2022. 16.6% of brigade members are currently legally allowed to attend incidents or stations as they are fully vaccinated and have provided evidence to the Shire. The directions also affect trades people working on the Stoneville Fire Station who would need to provide proof of vaccination. Adrian Dyson stated that a respectful approach was to be taken in relation to people choices in this area to ensure actions were in alignment with the Shire's values.

There were some questions in relation to when the directions would be sent out. Adrian Dyson confirmed the correspondence sent to the brigades were the directions. Adrian Dyson also advised that some members were considering taking 12 months leave due to the vaccination requirements. He also specified that the vaccination requirements were expected to last some time, likely beyond the 12 months. Cr Doug Jean said we must be careful not to ostracise members in the brigades based on their decision and if they wish to take 12 months leave, we should let them. Adrian Dyson advised there are currently fines in place (\$20,000 personally, organisation found in breach up to \$100,000) for non-compliance with the directions therefore the Shire would be enforcing the directions handed down from the Chief Health Officer. Cr Doug Jean added that a respectful approach of others opinions and choices in relation to vaccinations is still expected in accordance with the Shire's values.

Cr John Daw asked will the mandatory vaccinations have effects on the numbers of volunteers. Jaimie O'Neill responded by saying that at this stage numbers won't be greatly affected but the Shire will be following the directives.

The captains will receive a list before the 1st January as to who can attend the stations based on their vaccination status.

Lesley Lynam asked "How will these directions affect the social aspect of the brigades?" Ian Zlatnik said events won't be able to occur at the station if members of the public are attending, as anyone attending the station must be vaccinated in accordance with the directions.

There was some discussion in relation to what evidence was required to be provided to meet the requirements of the directions, with concerns raised about privacy. Ian Zlatnik advised that members could load information onto the volunteer portal as a secondary measure if not directly providing it to the Shire. Adrian Dyson said Proof of vaccination must be sighted by the Shire and it was specified that copies of certificates would not be kept by the Shire.

Ian Zlatnik then asked if the matter could be closed and to move onto the next item.

5.2 Department Fire and Emergency Services – DO North East

- Burning on UCL/UMR works in Mundaring Shire has been a good, concerted effort by multiple Metro Brigades.
- Machinery insurance is being reviewed by DFES for responding machinery to wildfire at a DFES incident, this is due to insufficient insurance cover by contractors.
- DFES staff mandatory vaccinations by 1 December.
- Deployment for Volunteers – if not vaccinated there will be no Interstate or International deployment.
- Volunteers that are not vaccinated will not be permitted into incident control areas at DFES controlled incidents.
- Metro North East School Principles Workshop will be held in June or July 2022.

5.3 Department Parks and Wildlife

Prescribed Burning

Since the previous Shire of Mundaring BFAC meeting, Parks and Wildlife has taken advantage of favourable weather conditions and completed hazard reduction burning in critical strategic area's around the Shire of Mundaring totalling an area of ~815ha.

Area's included:-

John Forest National Park – Great Eastern Highway 235ha

Sawyers Valley (Gorrie Forest Block) – Great Eastern Highway 450 ha

Mundaring Weir – Beelu National Park 130ha

Parks and Wildlife has completed hazard reduction burning in the Shire of Mundaring for Spring 2021. Parks and Wildlife will commence hazard reduction burning again in Autumn when favourable weather returns after summer.

Jaimie O'Neill advised there have been some recent burning which may be smouldering. Cr John Daw asked will fires be completely extinguished. Jaimie O'Neill responded by saying anything close to an incident will be completely extinguished. Anything not at risk, the edge is secured and the rest is left to burn out. A spotter runs every day to ensure active burns are observed.

No fire call outs for Parks & Wildlife since the previous BFAC Meeting.

Key notes

Parks and Wildlife Fire Season Roster has commenced.

Annual Pre-season training is complete for all fire staff at DBCA Perth Hills District

5.4 Mundaring Fire School/Training Officers Committee – MFS Chairperson

We have had a successful training season running 25 DFES courses with 195 students deemed competent. We did have to cancel one course due to COVID-19 restrictions.

I would like to thank the trainer assessors, course coordinators, facilitators and assistants who, as always, make our training possible. A special thanks goes to Jenine Banks at the Shire and Deb Taylor at DFES who do a heap of work behind the scenes to ensure that the courses are in eAcademy, students are enrolled properly, and the paperwork gets filed.

We have a draft training calendar ready for next year and hope to finalise it and have it entered into eAcademy soon. Additionally, the Metro North Region Training Advisory Committee has reformed this year and a combined training calendar for Mundaring, Swan, Wanneroo, Gingin and Chittering will be available, as well as the DFES Metro Calendar.

Of special note is the fact that the Mundaring Firefighters School has taken possession of its' new premises, the old childcare building adjacent to the old school site. Thanks to the Shire, especially Adrian Dyson and Craig Cuthbert, this will be a new chapter in the school's history, a new (relatively!) building solely purposed for training.

Thanks to DFES and The Bushfire Centre of Excellence for the provision of new equipment, including large screen TVs, new chairs and tables and other training aids. We aim to maximise the potential and increase offerings through the school through close collaboration with the Centre of Excellence.

Whilst there are still a few hurdles to overcome, related to the construction of the new Stoneville Fire Station next door (for example all of the services appear to be fed from the old hall building!), we hope to have a grand opening in the new year and will extend invites to everyone.

I wish all our fire school members, brigade members, their families and Shire and DFES staff a safe and happy Christmas period and look forward to starting the 2022 training year operating from the new premises.

Ian Zlatnik said that he encouraged members to re-train and utilise the school of which Neil Hawkins was in support.

Adrian Dyson thanked the school for their patience in the delay in the opening of the school. Especially thanks to Neil Hawkins and John Duff for their assistance. Adrian Dyson also said "We can look forward to further improvements and tweeks to the school as we move forward".

Adrian Woodley asked how many students were not endorsed. Neil Hawkins responded Only 1 due to not attending one day of training due to personal reasons.

Cr Doug Jeans asked does the school have disability access. Adrian Dyson responded with yes it was constructed in accordance with the building and construction codes

which also included disability access. Cr Doug Jeans then asked whether there were allowances for disabled parking. Adrian Dyson responded accessible parking would be assessed in association with the adjacent station build.

New WSH legislation – The person controlling business officer (PBCU) under the new WSH Act is the CEO. It is the Shire's responsibility to provide to volunteers; PPE, training, accidents investigated and measures put in place to overcome issues. Provision of training is currently provided. Adrian Dyson asked if there are problems or questions being raised in relation to the act. Adrian Woodley advised Worksafe has a document which refers to the responsibilities in relation to safety and training of volunteers and makes reference to fire brigade volunteers. The Shire will need to ensure that brigades are undergoing the appropriate training.

Cr Doug Jean asked how the Shire determines that the brigades are meeting the requirements of the regulations, will there be an audit or something of that nature. Adrian Dyson responded that conversations have been undertaken to ensure the work safety and health act is being diligently followed. Ian Zlatnik closed the topic in asking that the brigades ensure their PPE is up to date, truck pre starts are being done and training is up to date with pre-season training, etc. Jaimie O'Neill also added that he wanted to ensure incident reports are done and handed in.

It was raised that brigades didn't necessarily have the paperwork from the Shire to complete incident reports. It was advised that every time something happens they need to contact Craig Cuthbert to obtain paperwork.

ACTION: Jaimie O'Neill is to ensure LTIS packages are available for the brigades to overcome this issue.

The question was posed how do you ensure the people you are putting on the Fire ground are fit for their prescribed duties? Jaimie O'Neill suggested a physical test similar to what has recently been implemented in Darlington Bushfire Brigade. Adrian Dyson asked if the committee would like him to provide something at the next BFAC meeting in relation to implementing a pre-employment medical. As part of this the Shire would produce a position description for use by a medical professional to assess the person as to whether they are fit for the role.

Jaimie O'Neill advised that the brigades should speak to their members to gauge their opinion on the matter in relation pre-employment medicals and ongoing fitness tests in order to ensure members are deemed fit to carry out their prescribed duties. Gerry Starr Captain of the Darlington VBFB mentioned that he has implemented a fitness test for his members and has had to tactfully stand down members due to a lack of fitness. One of the requirements was to walk 4.8km in 58mins.

ACTION: This matter is to be brought up at the operations meetings and then brought back to the next BFAC meeting if required.

Keeping of records in relation to fitness test and pre-employment medicals may become a potential problem for brigades if this was to be implemented.

Mr Dyson reminded members to provide adequate time for preparation of a formal report to BFAC if that (a report) is deemed to be required.

5.5 Attachments for Information

5.5.1 Brigade Fire Reports

Nil

5.5.2 Community Engagement

Lesley: Wooroloo recovery – Fire Ready Presentation. Presentation was kept to being about being ready rather than fire response itself. The event was well received.

5.5.3 Infringements/Prosecutions

One fire today 8/12/21 which will likely be fined.

5.5.4 Schedule of Pending Items

6.0 REPORTS OF EMPLOYEES

Stoneville Fire Station Site has been handed over the builders for demolition – Mid to late April is the approximate date of practical completion.

Cr Doug Jean asked is there water, electricity and phone at the fire school. Adrian Dyson advised that those services will be subject to minor interruption only.

Bushfire Management Plan - Recruitment of the Shire's bushfire control officer will be underway ASAP.

What was happening with the new Deputy Vehicle approved by council – Adrian Dyson advised that there is a new Waste and Fleet Manager Darren Hunt and he is in the process of obtaining quotes. Specifications of the vehicle are being finalised. (New Standing Item) Gary Rowles asked if there was an ETA on the vehicle. Adrian Dyson responded by saying he wouldn't want to suggest a date at this stage as it would be only speculation.

Change over of the 1.4's. The Shire has received a letter from DFES inviting the Shire to apply for the 1.4's to not be replaced by another 1.4, 1 per year 2022-2023 calendar year. 3.4's or 4.4's will be provided instead of the 1.4's. An application needed to be lodged by November 2021 which was done. And the Shire would be advised of the outcome of that in the new year LGGS application. Glen Forrest's 1.4 due to be replaced by the 3.4 may not fit in the station. Therefore an application may need to be made to upgrade the station.

AFAP Enquirers have provided a report to Jonathan Throssell which may contain a recommended incident controls centre in the hills area.

Recommendations around machinery, DFES providing more assistance cross tenure for risk management,

Cr Doug Jean asked about the 3 million of grant money was new or old. Adrian Dyson advised that it was not a new grant.

Ian Zlatnik said be aware of the terms of reference which are available on the website. Thank you to Cr Daw & Cr Jeans for putting their hand up to be part of the committee. He also encouraged members to raise items to bring to the meetings for discussion.

PPE supplies have been slow to be received. Jaimie O'Neill asked for a list to be sent to him so he can follow up and if it is a supplier issue we can look at other suppliers.

Due to the clashes with the Operations meeting it has been suggested moving of meeting to another week. Adrian Dyson reminded them that tonights BFAC meeting had been moved due to other Shire meetings obligations.

Jaimie O'Neill made mention to station coverage during Christmas parties – With many celebrations happening at the same time ensuring stations have arranged coverage.

7.0 URGENT BUSINESS (Late reports)

Nil

8.0 CLOSING PROCEDURES

8.1 Date, Time and Place of the Next Meeting

The next Bush Fire Advisory Committee meeting will be held on Tuesday 1 March 2022 at 7.00pm in the Civic Area.

8.2 Closure of the Meeting