



UNCONFIRMED MINUTES
BUSH FIRE ADVISORY COMMITTEE
23 MAY 2018

**UNCONFIRMED MINUTES
BUSH FIRE ADVISORY COMMITTEE MEETING
23 MAY 2018**

ATTENTION/DISCLAIMER

These minutes are subject to confirmation.

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the Shire of Mundaring unless specific delegation of authority has been granted by Council. No person should rely on or act on the basis of any advice or information provided by a Member or Employee, or on the content of any discussion occurring, during the course of the Committee Meeting.

The Shire of Mundaring expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or Employee, or the content of any discussion occurring during the course of the Committee Meeting.

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**BUSH FIRE ADVISORY COMMITTEE MEETING
CIVIC AREA, SHIRE OF MUNDARING ADMINISTRATION CENTRE – 7.30PM**

1.0 OPENING PROCEDURES

The Presiding Person declared the meeting open at 7.30pm.

1.1 Announcement of Visitors

Darren Morgan, Acting DFES District Officer and Lauren McDonnell, DFES Community Engagement Officer where both welcomed to the meeting.

1.2 Attendance/Apologies

Members	Cr Stephen Fox	Presiding Person - East Ward
	Mark Luzi	Director Statutory Services
	Jamie O'Neill	CESM/Chief Bush Fire Control Officer
	Nigel Morgan	Deputy Chief 2
	Cameron Greaves	Deputy Chief 5
	Eric Baldock	Captain Darlington VBFB
	Rod Teale	Captain Darling Range VBFB
	Mark Jeans	Captain Glen forrest VBFB
	Greg Walsh	Captain Parkerville VBFB
	Adrian Woodley	Captain Sawyers Valley VBFB
	Jeff Bromilow	Captain Stoneville VBFB
	Micheal Logan	Captain Wooroloo VBFB
	Neil Hawkins	Mundaring Firefighters School
Staff	Adrian Dyson	Manager Community Safety & Emergency Management
	Jenine Banks	Minute Secretary
Apologies	Cr Toni Burbidge	Central Ward
	Gary Rowles	Deputy Chief 1
	Ian Zlatnik	Deputy Chief 3
	Daniel Heptinstall	Deputy Chief 4
	Brenden Scott	Captain Mt Helena VBFB
	Brett Davies	Captain Chidlow VBFB
	Ricky Harvey	Darlington
Guests	George Watkins	1 st Lt Chidlow
	Gerry Starr	1 st Lt Darlington
	Rod Reed	1 st Lt Darling Range
	Aaron Thredgold	Lt Mt Helena
	Peter Weis	1 st Lt Parkerville
	Warick Leete	Stoneville
	Ross Cook	1 st Lt Stoneville
	Lesley Lynham	1 st Lt Wooroloo
	Darren Morgan	Acting District Officer North East - DFES
	Lauren McDonnell	Community Engagement Officer DFES
Members of the Public		
Members of the Press		

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

3.0 DECLARATION OF INTEREST

3.1 Declaration of Financial Interest and Proximity Interests

Elected 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

An Elected 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

COMMITTEE DECISION RECOMMENDATION	BFAC1.05.18
Moved by Neil Hawkins	Seconded by Jeff Bromilow

That the Minutes of the Bush Fire Advisory Committee Meeting held 28 March 2018 be confirmed.

CARRIED 13/0

For: Cr Fox, Mark Luzi, Jamie O'Neill, Nigel Morgan, Cameron Greaves, Eric Baldock, Rod Teale, Mark Jeans, Greg Walsh, Adrian Woodley, Jeff Bromilow, Micheal Logan, Neil Hawkins

Against: Nil

5.0 PRESENTATIONS

5.1 DFES Community Engagement Officer

Lauren McDonnell provided the meeting with a presentation of the DFES publication "5 Minute Fire Chat" which has replaced Prepare Act Survive. All brigades were supplied with a box of 5 Minute Fire Chat to take back to station for distribution to the public as required.

5.2 Manager Community Safety and Emergency Management

Adrian Dyson gave a Powerpoint Presentation on Brigade arrangements upon cancellation of Incorporations. After the presentation, there was a discussion around “normal brigade activities”. An electronic copy of the Presentation will be sent to all Brigade Captains and Secretaries.

5.3 CESM Mundaring/Chief Bush Fire Control Officer

- **ICV** – Schedule of works has been circulated for the repairs and upgrades to the ICV's
- **UCL/UMR**- Fire break upgrades completed on UMR/UCL for the following;
 - Moola Rd, Glen Forrest
 - Sexton St, Mt Helena
 - Johnston St, Mt Helena
 - Bambrook St, Sawyers Valley
 - Keane/Chidlow St, Mt Helena
 - Kintore Rd, Parkerville
 - Forest Rd, Mundaring
 - Manjiri Rd, Glen Forest
 - Green St, Wooroloo
 - Ash Rd, Chidlow
 - Sime Rd, Mt Helena
 - Moola, Rd, Mahogany Creek
 - O'Conner Rd, Mahogany Creek
 - Burning has been conducted at Moola Rd and O'Conner
- **Operations** – The Restricted season has been extended to June 14 due to the high threat conditions and increase of brigade callouts.
- **Rural Fire Division** – information session is currently being organised by DFES, with dates to be advised. The previous dates circulated have been postponed, as the Minister would like to attend. The recent Commissioner Brief indicated there would be no operational branch of the RFD.
- **Brigade Operating Procedures** – Ongoing, still currently working through the feedback from the committee members
- **Craig Garrett** – Craig is currently filling in as Superintendent in Bush Fire Mitigation for 4 weeks and after that will not be returning to DO North East instead he has been transferred to DO South East. Craig has asked that his thanks and appreciation be passed on to all as he has enjoyed his time as DO North East.

5.4 Department of Fire and Emergency Services

Nil.

5.5 Department of Parks and Wildlife

Nil.

5.6 Mundaring Fire School/Training Officers Committee

Formal training run at the school since the last BFAC includes:

- WAERN Basic – 9 participants, 2 cancellations;
- WAERN Advanced – 8 participants;
- ICV Awareness – 7 participants, 1 cancellation;
- ICV Resource Support – 5 participants, 2 cancellations;
- ICV Radio Operator – 8 participants;
- Structural Firefighting – 5 Participants, 1 withdrawal due to illness;
- Introduction to Firefighting – 13 Participants, 2 withdrawals;

Unfortunately, the Machine Supervision course scheduled for 5 May had to be cancelled due to a lack of trainer assessors.

Upcoming courses include:

- Bushfire Firefighting (5/6 May) – 9 applicants;
- Mundaring Prescription Burning (19 May) – 8 applicants;
- WAERN Basic (19 May) – 2 applicants;
- WAERN Advanced (19 May) – 1 applicant;
- Initial Control at Wildfires (26 May) – 6 applicants;
- IC Level 1 (9/10 June) – 4 applicants;
- Advanced Bushfire (17/18 June) – 0 applicants;
- Crew Leader Bushfire (18 June) – 0 applicants;
- Pump Operations (23/24 June) – 4 applicants;
- Sector Commander (30 June – 01 July) – 3 applicants;

As you can see the number of applications for courses is still down so please remind all brigades to get their nominations in so we do not have to cancel more courses.

The Mundaring Fire School had its meeting on 29 March 2018 and all BTO's were invited. It was agreed that the School and Training Officer Committee would combine for a trial period of twelve months to ensure that they can operate effectively together.

The School held a special General Meeting prior to the regular meeting and adopted the Model Rules (Associations) issued by the Department of Commerce and a set of by-laws. This was as a result of our previous Constitution failing to comply with the Association's Incorporation Act.

The school has also undertaken to review the need for incorporation at the next meeting based on the feedback from individual brigades. The next Fire School Meeting will be the AGM on May 31.2018.

5.5 Attachments for Information

5.5.1 Brigade Fire Reports

5.5.2 Community Engagement

5.5.3 Infringements/Prosecutions

5.5.4 Schedule of Pending Items

6.0 URGENT BUSINESS (LATE REPORTS)

Nigel Morgan requested that a letter be sent from the Shire to DFES in regards to brigade turnouts via comcen, with the Darlington Brigade recently having submitted several MARS reports.

A discussion was held around the closest brigade not being turned out to an incident with Adrian Woodley suggesting that it may be appropriate to wait until the new CAD system is rolled out to see this improves the issue.

Adrian Dyson said that he was happy to prepare a letter, under the hand of the CEO (subject to the approval of the CEO) asking that the Darlington Brigade provide him with information/statistics around turnouts for inclusion in the letter.

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 Wednesday 22 August 2018 at 7.3pm in the Civic Area.

7.2 Closure of the Meeting

The Presiding Person closed meeting 8.33pm.



ATTACHMENTS
BUSH FIRE ADVISORY COMMITTEE
23 MAY 2018

ATTACHMENT NO.	NO. OF PAGES	SUBJECT
5.5.1	4	Brigade Fire Reports
5.5.2	1	Community Engagement
5.5.3	1	Infringements/Prosecutions
5.5.4	1	Schedule of Pending Items

**ATTACHMENT 5.5.1
BUSH FIRE ADVISORY COMMITTEE MEETING - 23 MAY 2018
BRIGADE PRIMARY REPORTS**

REPORT NUMBER	DATE & TIME	LOCATION	CAUSE	AREA	BRIGADE ATTENDING	REPORTING OFFICER	RECOMMENDATION/OUTCOME
017/18 386182	26/03/2018 10.18	Granite x Johnston Rd Parkerville	JFA	N/A	Parkerville	S Wilde	JFA
018/18 386526	30/03/2018 19.31	Coyne St Mt Helena	Hungi	N/A	Mt Helena	D Carapina	NFA
019/18 386684	01/04/2018 18.56	7 Dargin St Mt Helena	Legal Burn	1sqm	Mt Helena	O Mallie	NFA
020/18 386691	01/04/2018 19.20	John Forrest National Park	JFA	N/A	Glen Forrest	D Bowden	NFA
021/18 386689	01/04/2018 19.20	Riley x Stoneville Stoneville	JFA	N/A	Stoneville	J Bromilow	NFA
022/18 386724	02/04/2018 08.11	Coothallie Rd Chidlow	Deliberate	Car Tyre	Chidlow	M Smale	Extinguished
023/18 386728	02/04/2018 09.20	2140 GEH Glen Forrest	Garden Refuse	N/A	Glen Forrest	D Bowden	Extinguished
024/18 386864	04/04/2018 13.35	280 GEH Glen Forrest	Garden Refuse	6sqm	Glen Forrest	D Bowden	Extinguished Infringement Recommended
025/18 387138	07/04/2018 19.34	6850 Stoneville Rd Stoneville	Cooking Fire	N/A	Stoneville	R Cook	Extinguished on Arrival
026/18 387145	07/04/2018 21.45	Richardson Rd Parkerville	Legal Burn	N/A	Parkerville	G Walsh	NFA
027/18 387288	09/04/2018 21.31	3930 GEH Mahogany Creek	Accidental (Cigarette)	1sqm	Parkerville	S Wilde	Extinguished - NFA
028/18 387638	14/04/2018 18.30	1675 Ash Rd Chidlow	Re-ignition	1/2 Hectare	Chidlow	G Watkins	Extinguished - NFA

029/18 387720	15/04/2018 5.44	144 Ferguson Rd Glen Forrest	Re-ignition	1000 sqm	Glen Forrest	L Ridderhof	Extinguished - NFA
030/18 387793	16/04/2018 15.25	1460 McDowell Loop Parkerville	Re-ignition	30 sqm	Parkerville	M Bush	Extinguished - Educated By Brigade Member
031/18 387753	16/04/2018 07.04	1475 Glen Forrest Dve Glen Forrest	Re-ignition	8 sqm	Glen Forrest	K Oxford	Extinguished - Educated by Deputy 3
032/18 387876	17/04/2018 15.53	2200 Coppin Rd Parkerville	Deliberate	200 sqm	Parkerville	G Walsh	Extinguished Infringement Recommended
033/18 388109	20/04/2018 20.11	GEH x Cole Rd Sawyers Valley	JFA	N/A	Sawyers Valley	J Lorantas	NFA
034/18 388207	21/04/2018 18.39	200 Thomas Rd Glen Forrest	Accidental	2sqm	Glen Forrest	M Jeans	Educated By Brigade Member
035/18 388180	21/04/2018 15.30	38 Willcox St Chidlow	Illegal Burn	3 sqm	Chidlow	D Connors	Extinguished by Resident
036/18 388311	22/04/2018 21.46	380 Princess Rd Mt Helena	Chimney Fire	N/A	Mt Helena	B Scott	Extinguished
037/18 388652	27/04/2018 17.21	675 Vernon Ave Sawyers Valley	Illegal Burn	20sqm	Sawyers Valley	J Lorantas	Extinguished - Educated By Brigade Member
038/18 388709	28/04/2018 17.20	12 Draper Rd Mahogany Creek	Escaped Burn	500 sqm	Parkerville	L Affleck	Extinguished Shire to Investigate
039/18 388903	30/04/2018 17.38	635 Alice Rd Mt Helena	Illegal Burn	200 sqm	Mt Helena	D Carapina	Extinguished Infringement Recommended
040/18 388899	30/04/2018 16.53	Horton Rd The Lakes	Rubbish Fire	N/A	Chidlow	G Watkins	Handed over to Northam Deputy
041/18 388878	30/04/2018 13.39	12 Draper Rd Mahogany Creek	Mop Up (Incident 388709)	N/A	Parkerville	G Walsh	Extinguished
042/18 389393	05/05/2018 18.18	750 Willberry Drive Stoneville	Legal Burn	N/A	Stoneville	G Jones	Extinguished by Resident
043/18 389384	05/05/2018 17.52	Osborne/Traylen/ Stoneville Roads	Legal Burn	N/A	Stoneville	G Jones	Extinguished by Resident
044/18 389415	05/05/2018 19.58	2145 Warrigal Way Chidlow	No Permit (Running Fire)	N/A	Chidlow	G Watkins	Extinguished

045/18 389312	05/05/2018 12.03	350 Lion St Sawyers Valley	Re-ignition	1200 sqm	Sawyers Valley	K Woodley	Extinguished
046/18 389439	06/05/2018 05.33	15 Craven Rd Mahogany Creek	N/A	N/A	Glen Forrest	I Macleod	Extinguished
047/18 389583	07/05/2018 16.21	46 Marnie Rd Glen Forrest	Re-ignition	1 sqm	Glen Forrest	P Talbot	Extinguished
048/18 389672	08/05/2018 17.23	23 Wildberry Drive Stoneville	Illegal Burn	N/A	Stoneville	G Jones	Educated by brigade member
049/18 389760	08/05/2018 19.04	4 Kimber Place Mt Helena	Legal Burn	2sqm	Mt Helena	A Bothe	Extinguished
050/18 389701	09/05/2018 09.07	GEH Mahogany Creek	JFA	N/A	Parkerville	S Wilde	JFA
051/18 389769	09/05/2018 20.47	Craven Rd Mahogany Creek	JFA	N/A	Parkerville	S Wilde	JFA
052/18 389775	10/05/2018 01.05	4145 GEH Parkerville	Re-ignition	1 Hectare	Parkerville	D Screen	Extinguished - Educated By Brigade Member

**ATTACHMENT 5.5.1
BUSH FIRE ADVISORY COMMITTEE MEETING - 23 MAY 2018
BRIGADE SUPPORT REPORTS**

INCIDENT NUMBER	DATE & TIME OF FIRE	LOCATION	BRIGADE ATTENDING	REPORTING OFFICER	COMMENTS
385655	19/03/2018 10.33	Scott St Darlington	Darlington	T Duncan	Assist Midland
385681	20/03/2018 10.55	Great Southern Hwy Wootatting	Sawyers Valley	J Lorantas	Assist Inkpen
386182	26/03/2018 10.20	Granite Rd Parkerville	Shire Of Mundaring	M Logan	Assist Parkerville
386568	31/03/2018 10.24	Stirling Rd Greenmount	Darlington	E Baldock	Assist Midland
387078	07/04/2018 06.42	Greenmount Rise Greenmount	Darlington	J Connor	Assist Midland
387424	11/04/2018 16.47	Acacia Prison Wooroloo	Mt Helena	A Bothe	Assist Mundaring
387424	11/04/2018 16.34	Acacia Prison Wooroloo	Wooroloo	M Logan	Assist Mundaring
387796	16/04/2018 15.51	Great Eastern Hwy The Lakes	Chidlow	G Watkins	Assist Mundaring
388113	20/04/2018 21.35	Dale Place Darlington	Darlington	E Baldock	Assist Midland
388804	29/04/2018 15.07	McMulyn Rd Wundowie	Wooroloo	D Burgess	Assist Wundowie
389360	05/05/2018 15.59	Alverda Parade Averley	Glen Forrest	I Macleod	Assist Malaga
389360	05/05/2018 15.56	Alverda Parade Averley	Parkerville	M Bush	Assist Malaga
389443	06/05/2018 07.13	Walker St Mundaring	Mt Helena	J Bowen	Assist Mundaring

**ATTACHMENT 5.5.2
BUSH FIRE ADVISORY COMMITTEE - 23 MAY 2018**

COMMUNITY ENGAGEMENT

Date	Brigade	Event	Location
March 2018	Chidlow	Tom Holmes interview	Community Newspaper
March 2081	Chidlow	4763 Facebook Reaches	Social Media

HAZARD REDUCTION BURNS

Date	Brigade	Brigade	Location
April 2018	Wooroloo	HR Burn	Wooroloo Primary School

**ATTACHMENT 5.5.3
INFRINGEMENTS/CAUTIONS/PROSECUTIONS - 23 MAY 2018**

INFRINGEMENTS

OFFENCE DATE	PLACE OF OFFENCE	OFFENCE	PENALTY
04/04/2018	Glen Forrest	24(g) Burning garden refuse contrary to Ministerial or LG Prohibition or Restriction	\$250
23/04/2018	Parkerville	24(g) Burning garden refuse contrary to Ministerial or LG Prohibition or Restriction	\$250
01/05/2018	Darlington	24(g) Burning garden refuse contrary to Ministerial or LG Prohibition or Restriction	\$250
05/05/2018	Mundaring	24(g) Burning garden refuse contrary to Ministerial or LG Prohibition or Restriction	\$250
07/05/2018	Mt Helena	24(g) Burning garden refuse contrary to Ministerial or LG Prohibition or Restriction	\$250

CAUTIONS

OFFENCE DATE	PLACE OF OFFENCE	OFFENCE	PENALTY
06/04/2018	Darlington	24(g) Burning garden refuse contrary to Ministerial or LG Prohibition or Restriction	-
23/04/2018	Parkerville	24(g) Burning garden refuse contrary to Ministerial or LG Prohibition or Restriction	-
01/05/2018	Hovea	24(f)(3) Burning garden refuse on the ground during limited burning times	-

PROSECUTIONS

OFFENCE DATE	PLACE OF OFFENCE	OFFENCE	HEARING DATE/OUTCOME
-	-	-	-

**ATTACHMENT 5.5.4
BUSH FIRE ADVISORY COMMITTEE MEETING – 23 MAY 2018
SCHEDULE OF ITEMS PENDING**

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
(i)	Combined Stoneville Volunteer Bush Fire Brigade/MFS Facility Proposal	Adrian Dyson	Ongoing