

CONFIRMED MINUTES BUSH FIRE ADVISORY COMMITTEE

24 OCTOBER 2018

I certify that the minutes of the meeting of the Bush Fire
Advisory Committee held 24 October 2018 were confirmed on
28 November 2018.

A handwritten signature in blue ink, consisting of a series of loops and flourishes, positioned above a horizontal line.

Presiding Member



CONFIRMED MINUTES
BUSH FIRE ADVISORY COMMITTEE MEETING
24 OCTOBER 2018

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.

LEGEND

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

Item	Example	Description
Page Numbers	BFAC1 NOVEMBER 16 (BFAC2, BFAC3 etc)	Sequential page numbering of BFAC Agenda or Minutes for November 2016.
Item Numbers	8.1 (8.2, 8.3 etc)	Sequential numbering of reports under the heading "8.0 Reports of Officers"
Committee Recommendation Reference	BFAC11.11.16	Committee Recommendation number 11 from BFAC meeting November 2016.
Committee Decision Reference	DBFAC7.11.16	Committee Decision number 7 from BFAC meeting November 2016.

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**BUSH FIRE ADVISORY COMMITTEE MEETING
CIVIC AREA – 7.30PM**

1.0 OPENING PROCEDURES

The Deputy Presiding person declared the meeting open at 7.30pm, welcoming all in attendance.

1.1 Announcement of Visitors

1.2 Record of Attendance and Apologies

Members	Ian Zlatnik	Deputy Presiding Person/Deputy Chief BFCO 3
	Mark Luzi	Director Statutory Services
	Toni Burbidge	Central Ward
	Daniel Heptinstall	Acting CESM/Deputy Chief BFCO 4
	Gary Rowles	Deputy Chief BFCO 1
	Cameron Greaves	Deputy Chief BFCO 5
	Brett Davies	Captain Chidlow VBFB
	Ricky Harvey	Captain Darlington VBFB
	Rod Teale	Captain Darling Range VBFB
	Mark Jeans	Captain Glen forrest VBFB
	Brenden Scott	Captain Mt Helena VBFB
	Greg Walsh	Captain Parkerville VBFB
	Adrian Woodley	Captain Sawyers Valley VBFB
	Jeff Bromilow	Captain Stoneville VBFB
	Neil Hawkins	Mundaring Firefighters School
Staff	Adrian Dyson	Manager Community Safety & Emergency Management
	Craig Cuthbert	Coordinator Community Safety & Emergency Management
	Jenine Banks	Minute Secretary
Apologies	Cr Stephen Fox	Presiding Person
	Nigel Morgan	Deputy Chief BFCO 2
	Ross Cook	1 st Lt Stoneville VBFB
	Daniel Carapina	1 st Lt Mt Helena VBFB
	Michael Ayton	DPaW
	Micheal Logan	Captain Wooroloo VBFB
Guests	George Watkins	1 st Lt Chidlow VBFB
	Gerry Starr	1 st Lt Darlington VBFB
	Rod Reed	1 st Lt Darling Range VBFB
	John Norman	1 st Lt Glen Forrest VBFB
	Warwick Leete	President Stoneville VBFB
Members of the Public		
Members of the Press		

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).

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).

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).

4.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

That the minutes of the meeting of the Bush Fire Advisory Committee held Wednesday 22 August 2018 be confirmed.

COMMITTEE DECISION	DBFAC1.10.18
Moved by: Brenden Scott	Seconded by: Jeff Bromilow

CARRIED 15/0

For: Ian Zlatnik, Mark Luzi, Toni Burbidge, Daniel Heptinstall, Gary Rowles, Cameron Greaves, Brett Davies, Ricky Harvey, Rod Teale, Mark Jeans, Brenden Scott, Greg Walsh, Adrian Woodley, Jeff Bromilow, Neil Hawkins

Against: Nil

5.0 PRESENTATIONS

5.1 CESM Mundaring/Chief Bush Fire Control Officer

Daniel Heptinstall, Acting CESM thanked all brigades for their recent assistance during a number of UCL/UMR burns recently carried out within the Shire of Mundaring.

Told the meeting that he had attended both a RUI Exercise and DFES Forum during the month of October while acting CESM.

The ICV is scheduled to be picked up before the end of the week from DFES workshops after recent modifications/improvements.

5.2 Department Fire and Emergency Services

Adrian Dyson advised that District Officer North East, (DO NE) Craig Garrett had recently been appointed a position in the Rural Fire Division.

After some Acting DO NE arrangements, DFES has advised that Damian Pumphrey has been appointed as DO NE.

5.3 Department Parks and Wildlife

In the absence of Department of Parks and Wildlife, Neil Hawkins told the meeting that he was at a recent briefing held by DPaW where DPaW advised that they had so far had a very good hazard reduction burn season.

5.4 Mundaring Fire School/Training Officers Committee

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

- Applied First Aid (8/9 September) – 17 applicants;
- Applied First Aid (15/16 September) – 8 applicants;
- Mundaring Practical Crew Leader (15 September) – 1 applicant;
- Intro to Firefighting (6/7 October) – 2 applicants;
- Bush Firefighting (13/14 October) – 13 applicants;

Upcoming Courses include:

- Sector Commander (20/21 October) – 6 applicants;
- Sector Commander Practical (28 October) – 6 applicants;
- Fire Control Officer (3 November) – 1 applicant, **course cancelled**;
- Structural Firefighting (3 November) – 9 applicants;
- Advanced Bushfire (10/11 November) – 7 applicants;
- Crew Leader Bushfire (11 November) – 4 applicants;
- ICAW (17 November) – 6 applicants;
- WAERN Basic (24 November) – 1 applicant;
- WAERN Advanced (24 November) – 2 applicants;
- Machine Supervision (24 November) – 13 applicants

The Mundaring Fire School meeting was held on 27 September 2018, minutes have been distributed to BTO's. We are in the process of finalising the 2019 training calendar, this should be distributed in the next few weeks.

The North Regions Training Advisory Group met, and we shared the ICV Crew training Resources developed by John Duff with the other shires. A combined regional training calendar is being developed between Swan, Chittering, Gingin and Wanneroo, they will try to ensure this complements the MFS Calendar.

The new Rural Fire Training modules are still due for release next year, however since the retirement of Allan Daw, we are uncertain how the roll-out will be managed. We have been advised that a former Local Government person has been employed by DFES to make this happen but have not seen anything as yet.

Darlington have organised an Air Operations briefing and ground controller refresher to be held Saturday 10 November at Darlington oval. There will be a helitak in attendance and a collar tank exercise. Invites will go out to qualified ground controllers.

5.5 Attachments for Information

5.5.1 Brigade Fire Reports

5.5.2 Community Engagement

Craig Cuthbert told the meeting that the Shire will hold its annual "Test Your Bushfire Survival Plan" on Wednesday 28 November 2018, via the Facebook page.

5.5.3 Infringements/Prosecutions

5.5.4 Schedule of Pending Items

Adrian Dyson told the meeting that the proposed combined MFS/Stoneville VBFB project will remain on hold until the announcement of the location of the DFES Bushfire Centre of Excellence (BCoE) has been announced.

The Shire of Mundarings response to the DFES Request for Proposal for the BCoE has been submitted. All submissions received from LG's around the State will be shortlisted for final decision by Cabinet.

If the Shire of Mundaring is unsuccessful with the BCoE, the combined MFS/Stoneville VBFB project will continue to progress in due course through the usual process/procedures.

Adrian Dyson advised that the Brigade Operating Procedures (BoP's) and Code of Conduct (CoC) draft documents have been distributed to brigades, with feedback/comments received from some brigades. No further BFAC Item/s will be produced in regards to either the BoP's or CoC, with the CESM/CBFCO to finalise both and to make an announcement regarding same at the November 2018 BFAC meeting.

6.0 URGENT BUSINESS (LATE REPORTS)

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 28 November 2018** at 7.30pm in the Civic Area.

7.2 Closure of the Meeting

The Deputy Presiding Person closed the meeting at 7.50 advising that the meeting will move into Corporate Discussion (under separate cover).

ATTACHMENTS

BUSH FIRE ADVISORY COMMITTEE

24 OCTOBER 2018

ATTACHMENT NO.	ITEM NO.	NO. OF PAGES	SUBJECT
5.5.1		2	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 - 24 OCTOBER 2018
BRIGADE PRIMARY REPORTS

REPORT NUMBER	DATE & TIME	LOCATION	CAUSE	AREA	BRIGADE ATTENDING	REPORTING OFFICER	RECOMMENDATION/OUTCOME
105/18 401714	05/08/2018 14.50	425 Linley Valley Rd Wooroloo	Re-Ignition (HR Burn)	0.5 Hectare	Wooroloo	M Logan	Extinguished - NFA
106/18 400980	18/08/2018 18.35	Lot 1 GEH Beechina	Re-Ignition (HR Burn)	0.5 Hectare	Chidlow	G Watkins	Extinguished - NFA
107/18 401067	19/08/2018 14.38	1490 Llangi Way Stoneville	Re-Ignition (HR Burn)	50 sqm	Stoneville	P Lawrence	Extinguished - NFA
108/18 401175	20/08/2018 13.08	Lot 1 GEH Beechina	Legal Burn	N/A	SOM Fire Protection	M Logan	Extinguished - NFA
109/18 401965	27/08/2018 12.03	37 Grenville Rd Stoneville	Accidental (Vehicle Fire)	Vehicle	Stoneville	J Bromilow	Extinguished - NFA
110/18 402593	03/09/2018 09.37	9 Parker Rd Parkerville	Legal Burn	9 sqm	Parkerville	M Bush	Extinguished - NFA
111/18 402734	04/09/2018 17.47	Coulston x Boya Boya	Flame From Gas Burner	N/A	Darlington	E Baldock	Extinguished Vehicle Rego Details & Photo sent to CESM
112/18 403189	09/09/2018 18.37	200 Old Sawyers Rd Sawyers Valley	Legal Burn	100 sqm	Sawyers Valley	K Woodley	Extinguished - Educated by Brigade member
113/18 404570	22/09/2018 17.50	N/A	Legal Burn	N/A	Parkerville	S Smith	Educated by Brigade Member
114/18 404551	22/09/2018 15.15	285 Karamun Rd Parkerville	Legal Burn	2 sqm	Parkerville	R Anderson	Extinguished - NFA
115/18 405479	28/09/2018 21.07	Lot 1 GEH Beechina	Legal Burn	N/A	Wooroloo	M Logan	NFA
116/18 405495	29/09/2018 02.01	44 Hollett Rd Stoneville	Accidental (Electric Blanket)	N/A	Stoneville	G Rankine	Handed over to Mundaring

ATTACHMENT 5.5.1
BUSH FIRE ADVISORY COMMITTEE MEETING - 24 OCTOBER 2018
BRIGADE SUPPORT REPORTS

INCIDENT NUMBER	DATE & TIME OF FIRE	LOCATION	BRIGADE ATTENDING	REPORTING OFFICER	COMMENTS
396544	04/08/2018 14.33	Darlington x Coulston Darlington	Darlington	R Harvey	Called to Assist Midland
402988	07/09/2018 21.24	650 Glen Rd Darlington	Darlington	J Connor	Called to Assist Midland
404046	18/09/2018 19.01	Wandeara Cres Mundaring	Parkerville	J Pinkard	Called to Assist Mundaring
404846	24/09/2018 11.57	Sawyers Valley Rd Sawyers Valley	Mt Helena	P Costall	Called to Assist Sawyers Valley

ATTACHMENT 5.5.2
BUSH FIRE ADVISORY COMMITTEE - 24 OCTOBER 2018

COMMUNITY ENGAGEMENT

Date	Brigade	Event	Location

HAZARD REDUCTION BURNS

Date	Event	Brigade	Location
August 2018	HR Burn	Parkerville	Private Residence
August 2018	HR Burn	Wooroloo	Wooroloo Primary School
August 2018	HR Burn	Stoneville	R111339 (Blue Wren)
August 2018	HR Burn	Glen Forrest	Private Residence
August 2018	HR Burn	Parkerville	Private Residence
August 2018	HR Burn	Parkerville	Private Residence
September 2018	HR Burn	Parkerville	Private Residence
September 2018	HR Burn	Chidlow, D/Range, Darlington, G/Forrest, Parkerville, S/Valley	Black Cockatoo Reserve
September 2018	HR Burn	Sawyers Valley, Parkerville	Falls Rd, Hovea
September 2018	HR Burn	Stoneville	R33645
September 2018	HR Burn	Glen Forrest	Private Residence

ATTACHMENT 5.5.3
INFRINGEMENTS/CAUTIONS/PROSECUTIONS - 24 OCTOBER 2018

INFRINGEMENTS

OFFENCE DATE	PLACE OF OFFENCE	OFFENCE	PENALTY

CAUTIONS

OFFENCE DATE	PLACE OF OFFENCE	OFFENCE	PENALTY
02/10/2018	Swan View	18 (6) - Burning without a Permit	-
02/10/2018	Boya	18 (6) - Burning without a Permit	-

PROSECUTIONS

OFFENCE DATE	PLACE OF OFFENCE	OFFENCE	HEARING DATE/OUTCOME
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ATTACHMENT 5.5.4
BUSH FIRE ADVISORY COMMITTEE MEETING – 24 OCTOBER 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