



## **BUSHFIRE ADVISORY COMMITTEE**

### **AGENDA**

**Tuesday 5<sup>th</sup> October 2021**

**14 White Street  
Brookton, WA 6306**

<b>7.00</b>	<b>pm</b>	<b>COMMENCEMENT OF MEETING</b>
<b>8.00</b>	<b>pm</b>	<b>CLOSURE OF MEETING</b>



## **NOTICE OF MEETING**

### **BUSHFIRE ADVISORY COMMITTEE MEETING**

**05 OCTOBER 2021**

**14 White Street  
Brookton, WA 6306**

Dear Councillor, Resident or Ratepayer,

Notice is hereby given that the Bushfire Advisory Committee Meeting of the Brookton Shire Council will be held on 05 October 2021 in the Council Chambers at the Shire Administration Centre commencing at 7.00pm.

The business to be transacted is shown in the Agenda.

**Ian D'Arcy**  
**CHIEF EXECUTIVE OFFICER**  
23/09/2021

## TABLE OF CONTENTS

<b>1.10.21</b>	<b>DECLARATION OF OPENING / ATTENDANCE .....</b>	<b>4</b>
<b>2.10.21</b>	<b>CONFIRMATION OF PREVIOUS MINUTES.....</b>	<b>4</b>
<b>3.10.21</b>	<b>STATUS TABLE.....</b>	<b>5</b>
<b>4.10.21</b>	<b>PRESENTATIONS .....</b>	<b>8</b>
<b>5.10.21</b>	<b>REPORTS.....</b>	<b>8</b>
5.10.21.01	COMMUNITY EMERGENCY SERVICES MANAGER (CESM) JASON CARRALL.....	8
<b>6.10.21</b>	<b>GENERAL BUSINESS.....</b>	<b>8</b>
<b>7.10.21</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING .....</b>	<b>9</b>
<b>8.10.21</b>	<b>NEXT MEETING AND CLOSURE .....</b>	<b>9</b>

## **1.10.21 DECLARATION OF OPENING / ATTENDANCE**

### **Attendance**

The Presiding Member opened the meeting at 7.00pm and welcomed Councillors, Committee members and Staff.

On behalf of the Committee, I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present, and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and it's life.

## **2.10.21 CONFIRMATION OF PREVIOUS MINUTES**

*That the minutes of the Bushfire Advisory Committee meeting held in the Shire of Brookton Council Chambers, on 15<sup>th</sup> June 2021, be confirmed as a true and correct record of the proceedings.*

**3.10.21 STATUS TABLE**

Black – No changes from previous reports

Yellow – Updated from previous report

Blue – Additions from latest Bushfire Advisory Committee meetings

Item #	Date Initiated	Item Details	Officer Status Update	Assigned to	Comment	% Completed
1	16Mar21	Obtain list of courses and dates to all brigade members.	In progress	CESM	List sent out to captains and awaiting response for numbers and preferred dates. 1 <sup>st</sup> FCO course completed, 2 <sup>nd</sup> course (Bushfire Safety Awareness) cancelled due to lack of numbers; 3 <sup>rd</sup> Course (Ground Controller) cancelled due to DFES trainer required to Emergency. Bushfire Safety Awareness has been rescheduled for Friday evening 8 <sup>th</sup> October & Saturday 9 <sup>th</sup> October to be held at Brookton Fire Station.	80% 90%
<del>2</del>	<del>16Mar21</del>	<del>Brigades to send CESM confirmed minutes for each Brigade.</del>	<del>East Brigade Central Brigade West Brigade</del>	<del>CESM</del>	<del>Each brigade has submitted their minutes to CESM.</del>	<del>COMPLETED</del>
3	16Mar21	Further information with recent changes for LGIS – Workplace Work Health and Safety Act 2020	Ongoing	CESM	Meeting held with CEO, MCC & ODO on the future changes with WHS Act and the new provisions to be released on the new regulations. LGIS will be working with internal staff to assist and provide as much information to assist and provide the required documentation on what this means for volunteers and specific to Bush Fire Brigade Members. WALGA, DFES & LGIS are working together to achieve the outcomes required. Refer to <b>attached flyer</b> .	10% 40%

					Webinar held on 31 <sup>st</sup> August 2021, with WALGA, DFES, LGIS on matters associated with new changes for Volunteer Bush Fire members. Review of Webinar with Senior Officers and CESM is required and will be tabled at a BFAC special meeting to be arranged.	
4	16Mar21	Water tanks – Shire to confirm the water flow and report back.	Not yet commenced	CESM	Nil. Requires further investigation on commencement with MIE.	0%
5	16Mar21	Keys to Depot for refuelling and consideration with the current process and advise members.	Ongoing	CESM	Key box in working order with correct key now provided. Most members have been notified.	95% Completed
6	16Mar21	Review water issues and possible placement of tanks in the district.	In progress	CESM	Long term project with more consultation with brigade members on placement of tanks, also different options and costings required. Extra Water tank approved to be constructed with the West Brookton Fire Shed and will be completed in the 2 year approved DFES cycle. Planning and land assessments will be commenced in 2 <sup>nd</sup> quarter.	5% 25%
7	16Mar21	Review through LGGS for maintenance on vehicles	<del>Pending approval from DFES</del> Approval from DFES 2021/22 financial year	CESM	LGGS has been submitted for the 2021/2022 year. Notification will come through the approval process with DFES. CESM to arrange for relevant maintenance schedule for the vehicles.	25%
8	16Mar21	Review (Wearn) Radios through LGGS Scheme	2 radio transfers pending, East & Central (tender 5)	CESM	Radio maintenance has been completed on all radios for the 20-21 Period. Next servicing is due in the 21-22 Period. Please refer to report attached. CESM has submit application to DFES awaiting approval to proceed.	90%

9	16Mar21	Shire to investigate better communication for absentee/landholders/hobby farmers.	In progress	MCC/MIE/ CESM	MCC to review with the aspects of the Shire's engagement on the areas in Rates, Budget & shire website. CESM to review with the Firebreak notice. Mailouts and details will be done with the normal rating period (anticipated date: Late July/early Aug) Mail to residents has been completed with the annual rates procedures. Further engagement to occur through community events, social media, welcome packs to new owners.	25% 75%
10	16Mar21	Review best method for absent landholders with identification for best contact details.	<del>Not yet commenced</del> In progress	CESM	CESM to follow up with Rates Officer to see how the best way to combat these details. Ie New Welcome Pack, emergency pack and community engagement event. CESM, Local Recovery Coordinators and MCC has action plan for engagement in the community to be held and detailed for the 2021/2022 financial year.	10% 25%
11	16Mar21	Communication to absentee landholders with regards to slashing/fire bans/ fire breaks.	<del>In progress</del> Completed	CESM	CESM to follow up on the current firebreaks and make sure details are noted on this pamphlet. To follow up with a separate correspondence with the SFO/CESM to advise of the understanding of contacts, fire season, harvest ban phone line. Changes updated through BFAC and Council processes with mail out to residents via annual rates mailout.	25% 100%

#### 4.10.21 PRESENTATIONS

Nil.

#### 5.10.21 REPORTS

##### 5.10.21.01 COMMUNITY EMERGENCY SERVICES MANAGER (CESM) JASON CARRALL

- **Upcoming and Completed Training**
  - FCO's (completed 27<sup>th</sup> July 2021) – 4 in attendance
  - Ground Controller (was scheduled for 29<sup>th</sup> July however due to search and rescue person in floodwaters – this has been postponed until further notice)
  - Bushfire Safety and Awareness (1<sup>st</sup> completed; 2<sup>nd</sup> course booked 9<sup>th</sup> & 10<sup>th</sup> October - Brookton)
  - Firefighting Skills
  - Farmer response (when Available)
  - Community Disaster Recovery Training (2<sup>nd</sup> September) - completed
- **General**
  - Creating Burn Prescriptions for Prescribed Burning areas
  - Planning Control Burn UCL land
- **Bush Fire Mitigation**
  - Mitigation discussions around cemetery land with consultation with BRMO officer from DFES Narrogin, also site meeting with Murry Hall. A lot can be done with this land but have a lot of research to do in relation to Aboriginal sites, environmental considerations, and community engagement.

#### **Satellite and DFES approval grant**

- Bush Fire Brigade Sheds.
  - 2 applications completed and awaiting approval.
    - One Shed East Brookton BFB - Unsuccessful
    - **One Shed West Brookton BFB – SUCCESSFUL**

Approval of West Brookton Fire shed, and facilities has been granted with a total of \$560,000.00 over two years for this project.

- Stand NBN Satellite Communications
  - 2 applications have both been approved to proceed for Brookton.

#### 6.10.21 GENERAL BUSINESS

##### **Murray Hall (CBFCO)**

- Current 000 Service Agreement for Brookton
- Current SMS listing for Fire Season
- Open Season extended by 2 weeks – permit season commences 1<sup>st</sup> October 2021
- Reminder Burn Times



## **RESTRICTED BURNING TIMES**

*19th September to 14th November*

**NO BURNING WITHOUT A PERMIT**

Contact your local Fire Control Officer

## **PROHIBITED BURNING PERIOD**

*15th November to 28th February*

**All burning and fires are prohibited  
during this time**

## **RESTRICTED BURNING TIMES**

*1st March to 14th April*

**NO BURNING WITHOUT A PERMIT**

Contact your local Fire Control Officer

## **BURN WITH CARE**

*15th April to 18th September*

Subject to weather conditions

Note: Fire Danger Rating for a particular day can  
overrule permits

**7.10.21 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

**8.10.21 NEXT MEETING AND CLOSURE**

Next meeting:

- Tuesday 29<sup>th</sup> March 2022 at 7.00pm

There being no further business, the presiding member declared the meeting closed at \_\_\_\_\_.