



BUSHFIRE ADVISORY COMMITTEE MEETING

MINUTES

27 AUGUST 2024

These minutes were confirmed by Bushfire Advisory Committee as a true and correct record of proceedings by the Bushfire Advisory Committee Meeting held on 25/3/25

Presiding Member: [Signature] Date: 25 March 2025

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1.08.24 DECLARATION OF OPENING/ATTENDANCE

The Presiding Member Cr de Lange opened the meeting at 7:05pm and welcomed Councillors, Committee members and Staff.

On behalf of Council, 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 its life.

Elected Members (Voting)

Cr de Lange	Deputy President
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Committee Members (Voting)

Murray Hall	Chief Bushfire Control Officer
Anton de Lange	Central Brigade
Blair Montague	Central Brigade
Brad Bassett	Central Brigade
Ashley Hobbs	Central Brigade
Bevan Walters	East Brigade
Tim Evans	West Brigade
Len Simmons	West Brigade

Staff (Non-Voting)

Gary Sherry	Chief Executive Officer
Kevin D'Alton	Acting Manager of Infrastructure and Works
Sandie Spencer	Executive Governance Officer
Jason Carrall	Community Emergency Services Manager

Other Agencies

Apologies

Cr McCabe	
Travis Eva	Deputy Chief Bushfire Control Officer
Adam Whitford	Department of Fire and Emergency Services Area Officer
Neville Messenger	Central Brigade
William Wilkinson	Brookton VFRS

2.08.24 CONFIRMATION OF PREVIOUS MINUTES

BFAC 08.24-01

BFAC RESOLUTION

MOVED M Hall

SECONDED A de Lange

That the minutes of the Bushfire Advisory Committee meeting held in the Shire of Brookton Council Chambers, on 26th March 2023, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE

3.08.24 PRESENTATIONS

Nil

4.08.24 GENERAL BUSINESS

4.08.24.01 APPOINTMENT OF FIRE CONTROL OFFICERS

At the March 2024 BFAC the following were recommended to Council for appointment as Fire Control Officers:

Chief Bush FCO	Murray Hall
Deputy Chief Bush FCO	Travis Eva
FCO's – Central Brigade	Anton de Lange, Troy Bassett, Andrew Pike, Ashley Hobbs, William Wilkinson, Neville Messenger, Blair Montague, Brad Bassett
FCO's – East Brigade	Bevan Walters, Travis Eva, Darrell Turner, Dennis Wilkinson, Michael Eva
FCO's – West Brigade	Tim Evans, Ross Evans, Len Simmons, Mark Whittington

Upon review the Council did not accept the appointments of FCOs at that time with concerns over the training levels of FCOs.

The records of FCO training:

First Name	Last Name	Fire Control Officer	Firefighting Skills	Bushfire Safety Awareness
Murray	Hall	Competent	Competent	Competent
Travis	Eva	Competent		
Anton	De Lange	Competent	Competent	Competent
Troy	Bassett	Competent		Competent
Andrew	Pike			Competent
Ashley	Hobbs			
William	Wilkinson		Competent	Competent
Neville	Messenger		Competent	Competent
Blair	Montague			
Bradley	Bassett	Competent		
Bevan	Walters	Competent		Competent
Darrell	Turner			Competent
Dennis	Wilkinson	Competent	Competent	Competent

First Name	Last Name	Fire Control Officer	Firefighting Skills	Bushfire Safety Awareness
Michael	Eva	Competent		Competent
Timothy	Evans	Competent		Competent
Ross	Evans			
Len	Simmons		Competent	Competent
Mark	Whittington	Competent		Competent

OFFICER'S RECOMMENDATION

That the BFAC review the appointment of FCOs and the requirements for training for those FCOs.

Many of those FCOs without “*competent*” next to their names have in fact completed the FCO Course, passed the assessment and been issued with Handbooks but not issued with a Certificate from DFES.

The reason they don't have “*competent*” next to their names is because of failures in record keeping by DFES. To have this situation changed, DFES, and therefore the Shire of Brookton, will only accept a Certificate which the FCOs were not issued, as a way of proving themselves “*competent*”.

The failure to describe those FCOs as “*competent*”, could be seen as a poor reflection on the commitment of those FCOs as volunteers, when the fault doesn't lie with the FCOs but rather DFES as custodians of training records.

BFAC 08.24-02

BFAC RESOLUTION

MOVED M Hall

SECONDED A de Lange

1. *That the BFAC recommend that the Shire of Brookton make the following appointments for permit writing Fire Control Officers for the 2024/25 fire season.*

Position	Nominee(s)
Chief Bush Fire Control Officer	Murray Hall
Deputy Chief Bush Fire Control Officer	Travis Eva
FCO's – Central Brigade	Anton de Lange, Troy Bassett, Brad Bassett
FCO's – East Brigade	Bevan Walters, Travis Eva, Michael Eva
FCO's – West Brigade	Tim Evans, Mark Whittington
FCO – Shire of Brookton	Jason Carrall

2. *That the BFAC recommend that the Shire of Brookton make the following appointments for non-permitting Fire Control Officers for the 2024/25 fire season.*

Position	Nominee(s)
FCO's – Central Brigade	Andrew Pike, Ashley Hobbs, William Wilkinson, Neville Messenger
FCO's – East Brigade	Darrell Turner, Dennis Wilkinson
FCO's – West Brigade	Ross Evans, Len Simmons

CARRIED BY SIMPLE MAJORITY VOTE

4.08.24.02 APPOINTMENT OF FIRE WEATHER OFFICERS

A Fire Weather Officer (FWO), or a deputy of that FWO, may authorise a person who has received a burning permit to burn on a day when the fire danger forecast issued by the Bureau of Meteorology in Perth is “catastrophic”, “extreme” or “high”.

At the March 2024 BFAC the following were recommended to Council for appointment FWOs:
Murray Hall, Travis Eva, Tim Evans

Council made the appointments at their April 2024 Meeting with DFES required to advertise the appointment of FWOs in the Government Gazette.

DFES subsequently advised Council that the Section 38(17) of the Bush Fires Act requires that where more than one FWO is appointed, the local government is to define the part of the district in which each FWO has the exclusive right to exercise.

After discussion with the Chief Bushfire Control Officer the best approach to appointment FWOs is seen as the appointment of a single FWO, with deputy FWOs able to act if the appointed FWO is away from the Shire of Brookton.

If Council was to pursue appointment of FWOs for multiple districts within the Shire, multiple deputies would also be required for each district to ensure an appointed FWO was almost always available.

At their May 2024 Meeting Council made the appointment of:

1. Mr Murray Hall as Fire Weather Officer;
2. Mr Travis Eva as Deputy Fire Weather Officer; and
3. Mr Tim Evans as Deputy Fire Weather Officer.

This was then published in the Government Gazette on 28th May 2024.

OFFICER’S RECOMMENDATION

That the BFAC support the appointment of a single FWO with Deputy FWOs.

BFAC 08.24-03

BFAC RESOLUTION

MOVED T Evans

SECONDED B Montague

That the BFAC support the appointment of a single FWO with two Deputy FWOs.

CARRIED BY SIMPLE MAJORITY VOTE

4.08.24.03 APPOINTMENT OF DUAL FIRE CONTROL OFFICERS

The following are proposed appointment of Dual Fire Control Officers for the 2024/25 fire season. The Shire will make these appointments at their September Meeting.

Shire of Wandering	Graham Treasure, Anthony Turton
Shire of Pingelly	Rodney Shaddick, Sam MacNamara, Brodie Cunningham, Jeffrey Edwards, Robert Lee, Richard Campbell, Adam Watts.
Shire of Corrigin	Greg Evans, Braden Grylls

OFFICER'S RECOMMENDATION

That the BFAC recommend that the Shire of Brookton accept the following appointments of Dual Fire Control Officers for the 2024/25 fire season.

Shire of Wandering	Graham Treasure, Anthony Turton
Shire of Pingelly	Rodney Shaddick, Sam MacNamara, Brodie Cunningham, Jeffrey Edwards, Robert Lee, Richard Campbell, Adam Watts.
Shire of Corrigin	Greg Evans, Braden Grylls

BFAC 08.24-04

BFAC RESOLUTION

MOVED M Hall

SECONDED T Evans

That the BFAC recommend that the Shire of Brookton accept the following appointments of Dual Fire Control Officers for the 2024/25 fire season.

<i>Shire of Wandering</i>	<i>Graham Treasure, Anthony Turton</i>
<i>Shire of Pingelly</i>	<i>Rodney Shaddick, Sam MacNamara, Brodie Cunningham, Jeffrey Edwards, Robert Lee, Richard Campbell, Adam Watts.</i>
<i>Shire of Corrigin</i>	<i>Greg Evans, Braden Grylls</i>

CARRIED BY SIMPLE MAJORITY VOTE

4.08.24.04 FIRE HAZARD – BUCKINGHAM ROAD

The March 2024 meeting discussed the fire safety of residents on Buckingham Road in some depth. In particular the ability of residents to access Beecroft Road in the event of a fire.

Since March 2024:

- The lock on the gate across Beecroft Road has been removed in discussion with the owner of the adjacent property;
- The ability of residents to escape safely and legally in the event of fire via Beecroft Road is unlikely. Currently residents using this escape route are at significant risk;
- To make this a safe escape route, Beecroft Road will need to be constructed. This will require a clearing permit and significant construction works. Land exchange will also likely be required. An estimate cost of the 3.5 kilometres of gravel road construction is likely to be at least \$250,000; and
- Improvements to Beecroft Road is likely to result in considerable through traffic.

4.08.24.05 2024/25 FIRE HAZARD REDUCTION NOTICE

Section 33 of the Bush Fires Act 1954 provides a local government the ability to make a Notice requiring all owners or occupiers of land within the district to take measures for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur.

The 2024/25 Shire of Brookton Fire Break Notice is contained in attachment 4.08.24.05A.

The Fire Break Notice will be separately mailed to all residents collecting mail from the Brookton Post Office (420 addresses) and property owners with mailing addresses outside of Brookton (235 addresses).

OFFICER'S RECOMMENDATION

That Bush Fire Advisory Committee recommends to Council to adopt the Shire of Brookton Fire Break Order for 2024/25 season as contained in Attachment 4.08.24.05A.

BFAC 08.24-05

BFAC RESOLUTION

MOVED M Hall

SECONDED T Evans

That Bush Fire Advisory Committee recommends to Council to adopt the Shire of Brookton Fire Break Order for 2024/25 season as contained in Attachment 4.08.24.05A.

CARRIED BY SIMPLE MAJORITY VOTE

Attachment

Attachment 4.08.24.05A – Fire Break Order 2024/25.

2024/25 Shire of Brookton Fire Break Order

TOWNSITE LAND

PROPERTIES EQUAL TO OR LESS THAN 2,023m² IN SIZE. Are required to be fire hazard reduced by:

- Reduction of the vegetation fire hazard to a maximum height of 75mm. All slashed material is to be removed.

PROPERTIES OVER 2,023m² IN SIZE. Are required to be fire hazard reduced by:

- Construction and maintenance of a 3m wide minimum bare earth unobstructed trafficable firebreak within 3m of the property boundaries (footpaths and roads or road verges are not to be accepted as firebreaks).
- Reduction of the vegetation fire hazard to a maximum height of 75mm including the removal of slashed material, unless an exemption is granted by the Chief Executive Officer in consultation with the Chief Bush Fire Control Officer and VFRS Captain.

RURAL LAND

PROPERTIES EQUAL TO OR LESS THAN 100 HECTARES IN SIZE. Are required to be fire hazard reduced by:

- Construction and maintenance of a 3m wide minimum bare earth unobstructed trafficable firebreak within 30m of the boundary of the property.
- Any activity that may start a fire on the property requires an operational independent mobile water filled firefighting unit with a water capacity of not less than 450 litres to be at the ready throughout the restricted and prohibited burning period. Trailer type units must be attached to a towing vehicle and slip-on units must be attached to the tray of the vehicle in accordance with manufacturer's instructions.
- Construction of a 5m wide minimum bare earth unobstructed trafficable firebreak within 15m of and surrounding all buildings, sheds, fuel storage including drums and flammable chemicals, silos and fodder stacks as well as hay stacks within a shed or within 400m from any infrastructure including operational generators and stationary motors.

PROPERTIES AND AGGREGATED LAND OVER 100 HECTARES IN SIZE. Are required to be fire hazard reduced by:

- Construction of a 5m wide minimum bare earth unobstructed trafficable firebreak within 15m of and surrounding all buildings, sheds, fuel storage including drums and flammable chemicals, silos and fodder stacks as well as hay stacks within a shed or within 400m from any infrastructure including operational generators and stationary motors. Excluding seed cleaners as they are deemed part of the harvest operations.
- Hay and straw stacks in open paddock areas awaiting pickup and removal are not required to be surrounded by a firebreak.
- Provision on the property of an operational independent mobile water filled firefighting unit with a water capacity of not less than 450 litres to be at the ready

throughout the restricted and prohibited burning period. Any activity that may start a fire must be accompanied by a trailer type unit that must be attached to a towing vehicle and/or a slip-on unit that must be attached to the tray of the vehicle in accordance with manufacturer's instructions.

- During any period when harvesting operations are being conducted, an operational independent mobile firefighting unit must be located in the same paddock, or within 50m of the paddock and be kept full of water at all times. The responsibility to supply the firefighting unit is that of the landowner. Harvesting operations includes the use of augers and seed cleaning units, other than when used in a silo compound where surrounded by more than 15 metres cleared area.

PLANTATIONS

A plantation is an area of planted trees, other than a windbreak, within the gazetted townsites exceeding 3 hectares and outside of a townsite exceeding 10 hectares.

Are required to be fire hazard reduced by:

- A. Boundary firebreaks: a 15m clear area is required on all boundaries of plantations and along public roads. This clear area must have a minimum trafficable surface of 5m minimum of clear bare earth and a minimum vertical clearance of 4m. The remaining 10m must be maintained in a low fuel condition, i.e. Closely mowed, grazed or sprayed.
- B. Compartment firebreaks: internal firebreaks between compartments of up to 30 hectares must be a minimum of 6m wide and for compartments over 30 hectares a minimum of 10m wide. In all cases a 5m trafficable surface and a minimum 4m vertical clearance should be maintained to allow access by firefighting appliances.
- C. Firefighting water supplies: must be designed and constructed to enable heavy duty firefighting equipment to access the water supply in accordance with DFES Guidelines for Plantation Fire Protection 2011 or as revised.
- D. Firefighting equipment must be provided by the plantation owner to the minimum standards recommended in the DFES Guidelines for Plantation Fire Protection 2011 or as revised.

Paragraphs A to D do not apply to established plantations which have received planning approval and have an approved Fire Management Plan as part of the planning approval. Owners and managers of such plantations must comply with the conditions of their Fire Management Plan.

SLASHER AND ROTARY MOWER BAN

A ban applies to the use of slasher and rotary mowers from 1st December to 28th February during the hours of 6:00am to 6:00pm and from 6:00pm on the day before an extreme or above fire danger rating is forecast from Bureau of Meteorology, unless the use is:

- On a property within a townsite, of any size that is reticulated or;
- On a property outside the townsite, with the area being slashed or mowed is irrigated or reticulated and is less than 1 hectare.

4.08.24.06 STANDPIPE SWIPE CARDS

After the recent liquid spill it was brought to the Shire's attention that some of the swipe cards did not work in the fire appliances.

The Shire Works Coordinator collected and tested the swipe cards before returning them to each appliance. All swipe cards were working.

There was one swipe card in the Central Fire Tender which had a different number to what was registered in the system. This was not the original card assigned to this tender. This card has been activated and assigned to Central Fire Tender.

5.08.24 REPORTS

5.08.24.01 CHIEF BUSHFIRE CONTROL OFFICER – MURRAY HALL

- Service station fire 3 June
- Golf club permit fuel reduction burn
 - Out of date permit
 - Permit not written well
 - Caused undue risk
 - Fuel type burnt exceeded expectations for timing / conditions
- Mitigation work country club done 2 weeks later
 - Big thankyou to Bill and Tyson over 2 days
 - Well planned
 - No timber downed for a considerable fuel load
 - Lack of local volunteer availability at this time of year
- 3rd May end of restricted – Varying conditions across shire.
- Abattoir waste on roads
- Radios done
- Maintenance done
- Fire Sheds
 - Brigades excited about new facilities.
- Uniforms – All members to ensure they have full kit of PPE. Contact Jason Carrall – CESM at Shire.

5.08.24.02 DEPUTY CHIEF BUSHFIRE CONTROL OFFICER – TRAVIS EVA

Nil.

5.08.24.03 WEST BRIGADE – CAPTAIN: TIM EVANS

- Shed Opening.
- Radio from Jamie Blight vehicle to Cullem Pech's vehicle.
- West 7 Cab hydraulics.

5.08.24.04 CENTRAL BRIGADE – CAPTAIN: ANTON DE LANGE

- Fuel account closed and fuel cards in use.
- Uniforms needed.

5.08.24.05 EAST BRIGADE – CAPTAIN: BEVAN WALTERS

- Aldersyde UCL land – mitigation to be carried out by DFES.



Government of Western Australia
Department of Fire & Emergency Services



Bushfire Pre Season Summary

Training

Rural Fire Awareness: (For Farm response)

Training available online through the Volunteer Hub. Will take a couple of hours to complete.

Bushfire Safety Awareness (For White Truck response)

Training can be completed as a hybrid training package.

Training can be undertaken online with a half day face to face component to complete the course rather than a full two days face to Face.

High Season Aircraft

- Grain Harvest Strategy with forward basing of fixed wing bombers in Geraldton, Cunderdin, Narrogin and Esperance during harvest. These and other water bombers have been deployed to over 30 bushfires across the Upper Great Southern Region last season.

As many people know, water bombers can't operate without trained ground controllers on site and firefighters understanding the importance of clearing the drop zone. We strongly encourage shires to have more trained ground controllers and let their firefighters know about clearing the drop zone.

State Operational Support Fleet (SOSF)

The vehicles are a state resource and will be allocated to meet the risk of the region.

It is expected that the vehicle is available not just for local government response but for regional response 24/7.

The region Superintendent will reallocate to areas to meet the region risk and if the vehicle is regularly not responded when requested.

Last season there has been 15 SOSF appliances out to shires and brigades. This program has meant that shires have additional resources available for fires within their shire. It is important to ensure that they are well used and fire reports are completed to assist the business case for future use.

Key Learnings/ Considerations

- **Safety** – There was a tragic incident resulting in loss of life in Esperance and in our own region several injuries. The importance of good training, PPE and safe practise to keep all responders safe is continued to be significant.

- **Machine costs:** If requesting DFES to meet contractor costs you need to have this confirmed before engaging the contractor. Calling the Regional Duty Co-ordinator 1800 865 103 and confirming the rate and length of time is best way to do this and invoices get emailed to rocgsnar@dfes.wa.gov.au

- **Reporting all fires (as they are happening or as close to):** This is key to activate you under the Bushfires Act and allows coverage for your insurance and for the expenditure of money. 000 is how the community do it but for FCO's and brigade members calling COMCEN.

Attached to this is a useful sheet for all FCO's and Captains. This sheet helps you give a sitrep (in the first 15 minutes of arrival) and get public information out or support.

- **Fire Bombing:** Importance of requesting water bombers early (you will need to give a sitrep PAFTAC) and having ground controllers available at the fire to direct water bombers. We strongly encourage shires to have more trained ground controllers and let their firefighters know about clearing the drop zone



Please find attached documents relating to:

PAFTACS guide
Operational reference sheet
Volunteer Hub log in guide.

Congratulations on the new Fire Station for Brookton West BFB. A much-needed asset for the Brookton West Community. Well done to all those involved to get it out of the ground.

Finally,
Unfortunate I couldn't be there tonight due to prior commitments, so I'm not able to be there in person to let you know that having completed my District Officer Development program over the last 6 months I has been successful in obtaining a District Officer role in Perth. At a date to be determined next month, I will be appointed as the Air Operations Manager for the DFES Aviation Firefighting fleet. A very busy role that will be even busier with the forecast season ahead.

It's been a pleasure working with all of you. Stay safe out there and look after each other.

Sincerely

Adam Whitford
Area Officer Narrogin West
0475 397 201
aowestuppergreatsouthern@dfes.wa.gov.au

Operational Arrangements – Local Government - Fire

DFES Officer Response:

The RDC may consider deploying a DFES Officer (Bushfire Liaison officer – Section 12 & 13 Bushfire Act 1954) for the following:

1. If the IC / controlling agency requests the presence of a DFES Officer
2. The incident has potential to escalate to Level 2.
3. Significant resources are deployed
4. No communication established/PAFTACS received from IC within 1 hour of arrival to incident.
5. Significant assets or private property is under threat.
6. There are injuries or fatalities to responding crews.
7. When there is possible impact on critical infrastructure.
8. Significant road closure which results in disruption to traffic movement.

Note: On arrival the attending DFES Officer will:

- liaise with the IC to develop and provide a situation report
- Provide advice, support and assistance as required including identifying risks, and necessary actions.
- It may be necessary to provide advice to Local Government concerning the process for transferring control of the incident to DFES or DBCA (Section 13 and 45A Bushfires Act 1954)

Section 13 transfer of Control:

Transfer of control to DFES can only occur under a Section 13 which is authorised by the Duty Assistant Commissioner (DAC) when an endorsed DFES level 2 Incident Controller is present at the incident.

The process involves:

1. The Local Government (CEO or other authorised person) requesting that DFES take control,
2. DFES Officer present contacts RDC and relays request
3. RDC seeks Superintendent approval before forwarding the request to the District Officer State Situation (DOSS)
4. DOSS will forward request to the DAC via the Duty Chief Superintendent.
5. If supported the DAC will issue the Section 13 with the document returned to the region
6. If the Section 13 request is not approved the Regional Superintendent will be advised and the information forwarded to the DFES Officer present at the incident

During this time Local Government retains control of this incident. It is important to appreciate that a transfer of control will not happen following every request; there are a range of reasons why the DAC may not issue a Section 13.

Incident Costs:

DFES personnel may supply contract machinery, resources or supplies to Local Governments (LGs) for bushfire response in the following circumstances have been met:

The LG has sought approval from the RDC for funding approval **PRIOR** to sourcing resources.

- The LG has exhausted its appropriate, available and deployable resources;
- The LG is unable to sustain the costs associated with the procurement of specific equipment, resources, supplies or contractors; and/or
- The LG has notified DFES of the incident, an incident created in CAD;
- The size, nature and risk of the incident justify the expenditure.

CBFCO / DCBFO to use DBCA/DFES Contract Machinery Log Book to keep track of machinery hours and use. Recommend using same form when tracking cost for LG contract machinery to assist LG with financial accountability.

5.08.24.07 EXECUTIVE GOVERNANCE OFFICER - WEST BROOKTON FIRE BRIGADE OPENING

The Official Opening of the West Brookton Fire Brigade Building will be held on Friday 13th September 2024 at 10:30am.

The shed signage has been organised by the Acting Manager of Works and Infrastructure Mr Kevin D’Alton and will be erected prior to opening.

6.08.24 COMMUNITY EMERGENCY SERVICES MANAGER (CESM)
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2023-2024 ESL Acquittal Brookton Completed - \$22,454.00 overspend.

2023-2024 ESL Acquittal Corrigin Completed - \$16,371.00 overspend.

2023-2024 ESL Acquittal Pingelly Completed - \$27,000.00 overspend.

2023-2024 Mitigation Funding Brookton Closed off and Acquitted.

2023-2024 Mitigation Funding Corrigin closed off and Acquitted.

2023-2024 Mitigation Funding Pingelly closed off and Acquitted.

2024-2025 Mitigation funding Brookton applied for 41 treatments to the value of \$366,150.00. The Shire of Brookton was approved for 37 treatments to the value of \$350,150. This includes follow up treatments for all past treatments completed as well as new treatments around caravan park, Cemetery, Bridge Brookton HWY, Golf course, and Tip site. Currently working through request for tender document.

2024-2025 Mitigation funding Corrigin applied for 13 treatments to the value of \$141,170.00. The Shire of Corrigin was approved for 13 treatments to the value of \$141,170.00. these treatments are followed up treatments for all past treatments completed. Request for quotes is currently out and waiting for quotes to come back.

2024-2025 Mitigation funding Pingelly applied for 73 treatments to the value of \$332,832.00. the Shire of Pingelly was approved for 66 treatments to the value of \$292,397.00. These treatments are followed up treatments for completed treatments and new treatments around Pingelly town site and Moorumbine town site. Works program has been created and works commencing shortly. Shire of Pingelly are completing all works in house.

2024-2025 Shire of Brookton ESL approved funding is \$90,000.00. All fire appliances have been serviced and ready for fire season.

2024-2025 Shire of Corrigin ESL approved funding is \$90,630.00. PPE order has been made to the value of 32,000.00. Once all is received orders will be made up and sent out to volunteers.

2024-2025 Shire of Pingelly ESL approved funding is \$88,280.00 and were successful in receiving two new fast fill trailers this year. These two trailers have been ordered and waiting for arrival. Thermal imaging cameras were also approved this year with purchase of these to occur shortly. PPE order has been purchased to the value of \$42,000.00 and waiting for all to arrive before sending out orders to volunteers. SES approved funding is \$29,920.00.

All training for the 2024-2025 year has been cancelled until further notice. Rural fire awareness training can be completed online. This course will not be offed face to face any longer. Bushfire Safety Awareness can be done online and completed with a 4-hour face to face meeting. This has reduced classroom time from 1 and half days to 4 hours. Firefighting

skills is still 1 and half day course in classroom. I will be looking at running these courses again around March next year.

High Season fleet has been applied for again this year. I have applied for a LT for the Shire of Brookton, a 3.4 for the Shire of Pingelly and the Shire of Corrigin this will be applied for through the VFRS and managed by them during the fire season.

Controlled burns coming up for the shire of Brookton are as follows: -

- ﻯ 15-hectares Tip site.
- ﻯ 13-hectares golf club.
- ﻯ 1-hectare East end of Monger Street.

Controlled burns coming up for the Shire of Pingelly are as follows: -

- ﻯ 1-hectare around water pond Realm Street.
- ﻯ 6-Hectares West end Park Street.
- ﻯ 11-hectares to west of Paragon Street south of town.
- ﻯ 8-hectares to west of Great-Southern hwy south of town.

Brigades are given first opportunity to complete these burns but if brigades are unable to assist then brigades from out of shire will be brought into complete burns. Shire of Brookton are completing their burns with Depo staff and volunteer brigades to assist them.

I encourage brigades to invite myself to pre start days to assist with any drills you would like to do before the fire season.

6.08.24.01 CESM STATUS TABLE

Action	Task	Current Status	Comment
	Brookton Mitigation program 2024-2025	Current	37 new treatments approved total sum awarded \$350,150.00. Please refer to works program provided.
	Shire of Brookton ESL 2024-2025	Current	Approved funding \$90,000.00.
	Training Program	Current	<p>August 5th 6th Bushfire safety Awareness Corrigin</p> <p>13th 14th bushfire safety awareness Brookton Cancelled</p> <p>19th 20th bushfire safety awareness Pingelly</p> <p>29th 30th Bushfire safety awareness Aldersyde Cancelled</p> <p>September 3rd 4th firefighting skills Corrigin</p> <p>9th 10th firefighting skills Brookton</p> <p>16th 17th firefighting skills Pingelly</p> <p>25th 26th Structural firefighting Aldersyde</p> <p>October 2nd Rural Fire Awareness Corrigin x2</p> <p>7th rural fire awareness Brookton x2</p> <p>14th rural fire awareness Pingelly x2</p> <p>21st rural fire awareness Aldersyde.</p> <p>New options for online training have been produced and looking at changing training to this structure.</p>
	Brigade meetings	Current	Preseason brigade meetings will commence end of September going into October.
SPECIAL PROJECTS	Brookton West BFB Shed		plans reviewed and suggested changes made through Kevin Project manager Brookton. Meeting with contractor to go over plans and suggested final changes. Construction of shed has started with concrete slab being installed. Shed well underway with all frames installed, roofs completed and cladding being finalised. Fast fill trailer shed now completed, water tank has been installed.
	Brookton East Fire Shed	Current	With shire to continue Site has been cleared.

Task	Current Status	Comment	
Firefighting Skills Brookton	Cancelled	Currently have 0 attending Course reference materials printed out ready for course. One registered member will do course in Aldersyde. Other participants are from out of region and will join Aldersyde to complete the course. Course cancelled	
Brookton LEMC meeting	Cancelled	Desk top exercise will be ready to deliver at this meeting.	
Brookton Shire ESL 2022-2023 acquittal	Completed	Acquittal completed and sent to CEO for signing of form 8 form 8 adjusted and resent to CEO for signing. Signed form 8 sent to DFES	
Firefighting skills Aldersyde	Cancelled	Currently have 2 attending cancelled due to lack of attendance	
Rural fire awareness Brookton	Completed	Four Shire of Brookton registrations 9 attended	
Rural fire awareness Aldersyde	Completed	Will be advertised next week Email sent to Shires for advertising 37 members attended. Course marking and closed off.	
Brookton West start up day	Cancelled	Yearly event with brigade member's asking questions about truck. Did not go due to being committed to Corrigin bush fire.	
Brookton East truck Familiarisation training	Completed	Training with new appliance before fire season. Attended and delivered burn over procedure and truck familiarisation training.	
Road Block Windscreen passes	Completed	Obtain Road Block Windscreen passes for Shire of Brookton volunteers and Shire vehicles email sent to obtain a quote. Stickers have now been delivered.	Sandie
Brookton Brigade members list update	Current	List have been updated to match DFES records. PPE still to be entered into records and new PPE request forms will be sent out at end of month for new stock required to be order. 000 agreement updated. West Brookton and East Brookton list updated with completed members course and PPE updated. members lists of updated and now match DFES records. Also updated members that have completed training and also PPE handed out. Updated members spreadsheet now been sent to CEO.	
Shire of Brookton LG DFES Report Pack	Current	Make updates to 000 call out, remove old FCOs, add new FCOs to contact list. May involve discussions with CBFCO. Updates to 000 agreement made and sent off to AO Adam Whitford for approval 000 agreement and brigade lists should now match our records.	
Brookton Central Tender	Completed	Tender off line with Diff issue until further notice. Heavy diesel mechanic looking at tender on Wednesday 8th November. Now completed and back in shed for operational duties.	

Task	Current Status	Comment	
Brookton Shire loader new areal	Current	Brookton shire loader has broken arial. I have sent email off to DFES communications for new arial to be sent out. Notification received from DFES communications and new arial is being sent to the shire of Brookton office. Areal has arrived and passed onto depo for installation.	
Brookton UCL Mitigation Program	Completed	Provide Les Vidovich with plan for maintenance works on UCL land in town site. Plans for each site created and sent to Les for action. UCL yearly works now completed and to be invoiced out to DFES.	
Maintenance on Fire Trucks	Completed	Seek planned maintenance from Frontline Fire and Rescue (or similar) for all trucks. Planned maintenance form now received and form created for each fire appliance and ready to send out next year when being serviced.	
Shire of Brookton - New FCO	Completed	Provide new FCO with permit book, access to WhatsApp, Booked a FCO's course for March 2024 and once completed books will be issued and training given. New FCO course created and booked in for April 26th and members names committed and added to course.	Sandie
Shire of Brookton ESL 2023-2024	Completed	Meeting held Friday 19-01-2024 in relation to expenses for rest of the season and plan put in placer to have this work completed before 30 June 2024. All purchases made and over expenditure of \$22,454.00 to be claimed back through acquittal.	
Shire of Brookton ESL Budget submission 2024-2025	Completed	Tender B class service forms created for each Tender ready for servicing. Request for quote sent out to Brookton 24/7 Towing for quoting. Request for update with current work orders requested from Brookton 24/7 Towing. Progress 2023-2024 expenditure spreadsheet updated. Meeting with Gary, Sandy and Deanne completed and all relevant required information needed for 2024-2025 submission received. ESL submission now completed for the shire of Brookton and passed onto CEO for signing before I can send off to DFES. CEO signed forms and now submitted to DFES.	

Task	Current Status	Comment	
Brookton Mitigation Program	Completed	relying on weather at the current time and should have finished by end of October. Site meeting with BRMO from DFES Narrogin office in relation to maintenance works on UCL land in town site. 2022-2023 acquittal completed and sent to CEO for signing. acquittal sent off to DFES. Did drive around with Les to go through UCL works to be completed by end of October Spray program created and will be sent out for quotes in next few weeks. Still waiting for rain so last control burn can be carried out. Spray treatments completed and final Acquittal completed and submitted. Control burn at golf course completed.	
Brookton Mitigation program submission 2024-2025 round one	Completed	control burn tip reserve treatment created. Forestry mulching treatment for around caravan park and ovel has been created. Next few weeks rest of treatments will be created for the closing of applications. Mitigation application submitted and shire of Brookton have 37 treatments approved to a total of \$350,000.00. new works program is being created.	
Brookton Golf Club Control Burn	Completed	Waiting for golf events to finish and a time were members are available to carry out burn. Anticipating second week of October Control burn booked in for October 5th and 6th October. Currently have Brookton west sending one truck. Burn Cancelled due to weather Still waiting for conditions to change so safe to burn. Control burn completed.	
Brookton BFB Thermal Imaging Cameras	Current	Purchase order sent to Frontline Fire and Rescue. Awaiting delivery Spoke to frontline fire and rescue with follow up of were cameras are. they advise me they will look into it and get back to me. Cameras have arrived and will organise contractor to install into fire appliances. Cameras have been marked with identification labels and batteries charged ready for installation.	
Maintenance on Fire Trucks Brookton	Completed	Arrange for service on pumps of all four fire trucks. Brookton Central has now been serviced and back in the shed. Brookton East and West trucks now finalised. Brookton Central truck off line due to diff issues. Diff has now been looked at and repaired and Mechanic has given all clear for operational duties again and is back in the shed. all fire tenders have now been serviced.	Jennie

Task	Current Status	Comment	
Maintenance on Fire Trucks Brookton	Completed	Arrange for AVL upgrades on all four fire trucks request for purchase order sent to shire with quote for works to be completed. Brookton Central has now been completed. CESM vehicle has now been completed. Brookton Central and Brookton East have been completed.	Jennie
Brookton Pingelly Corrigin Training certificates	Completed	Certificates organised and received via email. Printed out and will sort out for each shire over next few days. All certificates have now been printed for all three shires. Message sent out to brigade members for collection and to date only have one reply from members. Sandy to look at posting out to members.	Sandie
West Brookton Woods Loop	Completed	small fire in bush land caused by lightening. Crews got around fire quickly and no assistance from myself was required.	
Brookton Fire North East of Town Site	Completed	Attended Sunday 22nd October at 2pm. Assisted with control and also Logistics. Total area burnt 50 Hectares.	
North east of Brookton town site	Completed	Harvest fire on boundary of Beverly Shire. Farmer response crews delt with this direct. Noted that this fire was not reported so no incident number was created.	
Incident # 646812 West Brookton	Completed	Fire in bush land coursed by lightening. Multiple crews attended.	
Incident #646761 East Brookton	Completed	Fire coursed by lightening crews got around quickly and moped up with short time frame.	
Incident #646777 East Brookton	Completed	Small fire coursed by lightening crews got around quickly and mopped up in short time frame.	
Incident 646778 East Brookton	Completed	Small fire coursed by lightening crews got around quickly and mopped up in short time frame.	
Incident #651494 West Brookton	Completed	small fire caused by harvester.	
Incident #654578 Roses road Brookton	Completed	Scrub fire caused by lightening	
incident #659482 York Williams rd Jelcobine	Completed	Lightening Strick caused Scrub fire.	

7.08.24.01 BUSHFIRE MITIGATION ACTIVITY FUND GRANTS PROGRAM ASSURANCE REVIEW

DFES have completed a review of the Shire of Brookton's Bushfire Mitigation activities. The following correspondence has been received.

The Western Australian Government established the Bushfire Mitigation Activity Fund Grants Program (MAFGP) to treat high, very high and extreme bushfire risks identified through the Bushfire Risk Management (BRM) Planning framework. The MAFGP has now distributed nearly \$57 Million to 72 local governments, to undertake 7455 mitigation activities across Western Australia. The Department of Fire and Emergency Services' (DFES) Bushfire Mitigation Branch and Office of Bushfire Risk Management (OBRM) have established an assurance review program for activities funded by the MAFGP.

The Shire of Brookton (the Shire) MAFGP Assurance Review was conducted to assess the extent to which MAFGP funded activities undertaken by the Shire contributed to achieving the objectives of the Shire's BRM Plan. This report provides a summary of the findings of the review meeting and site visits.

Overview

On the 20th of June 2024, OBRM staff met with regional DFES personnel to review 10 completed MAFGP funded treatments. The Shire representative and the Community Emergency Services Manager were unable to attend on the day. An overview of the Shire's approach to BRM planning and the management of bushfire risk was provided by the acting Bushfire Risk Mitigation Officer and the acting Area Officer whom both provided relevant information on the completed treatments.

The reviewed treatments included a variety of methods for reducing bushfire risk including planned burning, mechanical slashing and mulching, construction of fire breaks, and chemical application. It was explained that contractors are provided with benchmark treatment standards for the mitigation works undertaken, an approach that supports consistency and continuous improvement. Local Volunteer Bush Fire Brigades were described as being highly capable and actively involved in planned burns. The review team found the treatments were appropriate, implemented to a high standard, and provided cost effective risk reduction.

The reviewed treatments were described as forming part of an integrated bushfire risk reduction strategy with follow up actions planned at several of the locations. The strategy includes some treatments being maintained via the Shire's works maintenance program, contributing to integrated long-term bushfire risk reduction.

Engaging relevant stakeholders is crucial for maintaining community support for the Shire's bushfire risk mitigation. The Shire's communication strategy is effective, despite challenges in engaging some stakeholders. The importance of consulting Aboriginal custodians and obtaining necessary approvals, was evidently appreciated, although it is acknowledged that this process can be time-consuming. OBRM supports ongoing efforts to involve Aboriginal stakeholders in bushfire planning to protect heritage sites.

The Shire's strategic program, coupled with mandatory induction programs that include cultural and workplace awareness training, exemplifies a holistic and inclusive approach to bushfire risk mitigation. This approach enhances the effectiveness of the Shire's mitigation efforts and promotes sustainable and culturally respectful practices in managing bushfire risk.

Achieving landscape-scale risk reduction requires action from both government and private land managers. The upcoming review of the Shire's BRM Plan will provide an opportunity to re-engage State Government and private land managers. The information provided by these stakeholders will inform risk assessment and their involvement in the planning process will support appropriate risk and treatment ownership.

Summary of Findings

Observation 1/2024

The Shire's efforts in reducing bushfire risk are commendable, especially considering the challenges they face in acquiring suitable contractors for mitigation work. The approach fosters continuous improvement, consistency, and safety in fire management practices.

Observation 2/2024

Treatments funded by MAF require ongoing maintenance so as not to diminish the cost effectiveness of treatments implemented. The Shire's intent to incorporate the maintenance of some MAF treatments to its annual budget and works program is strongly encouraged.

Observation 3/2024

The Shire's commitment to utilise volunteer Bush Fire Brigades in planned burning activities enhances community capacity in bushfire management. Leveraging the skills and dedication of volunteer brigades improves local capacity to manage bushfire risk and has broader benefits in strengthening the bushfire risk management system.

7.08.24.02 EMPLOYEE ASSISTANCE PROGRAM (EAP)

As part of the 2024/25 Adopted Budget the Shire of Brookton has purchased the TELUS Health Employee Assistance Program (EAP) / wellbeing platform from 1 July 2024 to 30 June 2025.

Our subscription makes this total wellbeing service available to all Shire staff, bushfire volunteers, elected members, and their immediate family members. The service provides timely, qualified assistance to manage life's complexities.

Service inclusions	Overview
Employee Assistance Program (EAP)	<p>Up to 6 counselling sessions per issue (unlimited issues per annum), delivered by an experienced team of professional clinicians who assist with a wide range of mental and other health concerns.</p> <p>All calls to our National Care Access Centre are answered in-person, typically within 30 seconds, 24 hours a day, seven (7) days a week, 365 days a year.</p> <p>Counselling services are accessible for all staff, including;</p> <ul style="list-style-type: none"> • In-person face to face counselling • Phone or video call counselling • Online 'Live chat' counselling • SMS text message counselling
Nurse hotline	<p>The nurse hotline is a medical service offered as part of your Employee Assistance Program, provided for workplaces across Australia. This support is overseen by our Medical Director and delivered by qualified and AHPRA registered nurses. The service is not designed to replace emergency services.</p>
WorkLife Service	<p>Our WorkLife services offer your employees access to qualified professional advice for a range of personal issues that can otherwise distract from their work. The WorkLife Services provide general advice on finance, legal, and nutrition issues including;</p> <ul style="list-style-type: none"> • Nutrition and dietary coaching • Financial guidance • Legal guidance <p>Telus Health provide 12 free monthly webinars which are available to your staff. Registration details will be communicated to your dedicated contact person, and a flyer is attached for further promotion to your staff.</p>
Manager Hotline advisory	<p>We recognise that leaders of people sometimes need an additional level of support to help them effectively deal with challenging organisational matters and people issues. That is why we have included our Manager Hotline, which provides clinical advice and coaching for people leaders.</p>
Telus Health ONE wellbeing platform and app	<p>The TELUS Health One, Wellbeing Platform and app have been developed by mental health and total wellbeing professionals and experts. We combine clinical excellence with an unsurpassed user experience to ensure that your people have their health and wellbeing well and truly at their fingertips. The platform and app can be used by all your people, not only those who access EAP, and our technology makes support readily accessible, whenever and wherever it's needed.</p>



Bushfire Operations Committee Communique

Meeting date: Friday, 5 July 2024

Location: Koolinup Emergency Services, 18 Cockie Bend, Collie

The BOC met for their second meeting of 2024 at the DFES Koolinup Emergency Services Centre in Collie.

BOC Membership – LG additional membership

Item raised by Murray Carter, Executive Director, DFES Rural Fire Division

Following a round table meeting facilitated by WALGA involving a number of CEOs, it was suggested that the success and effectiveness of the BOC could be enhanced by regular attendance of nominated local government representatives at the BOC.

The membership agreed to a twelve month appointment of two LG CEOs to the BOC membership, with the election facilitated through an EOI process by WALGA.

ESL/LGGS Working Group update

Presentation by BOC Deputy Chair Craig Stewart

A working group has been established to focus on investigating solutions for local government ESL/LGGS application process issues.

The working group discussions were tabled at the meeting.

- There is a need for a resource to be focused on managing the business of emergency services at a LG level. This will enable the best possible outcome in receiving grant monies to maintain requirements of running emergency services and any growing demands. Such as population change Resource to Risk.
- Guidelines for eligibility are needed to be accountable and provide a common base for known operational requirements.
- The general ineligible items list appears to exclude items that might be a unique need and the request comes from local knowledge and experience.
- The ESL works well for those that can make best use of the application and budgeting system. Small LG's may be left behind, without the luxury of an administrator to focus on ESL and applying for operating and capital grants and particularly growing future funding needs. Local R to R assessment plays a role here. There may be advantages in presenting consolidated regional funding applications.
- The working group will work with WALGA and DFES to investigate solutions.

Australian Fire Danger Rating System (AFDRS) update

Presentation by DFES Bushfire Centre of Excellence Chief Superintendent John Tillman

- The BOC received an update on progress of refinements following the recent end to the southern bushfire season. The distribution of observers was discussed where some areas have a higher concentration of observers which results in more accurate fuel load data.
- The National AFDRS team are investigating using satellite observations to augment the use of volunteer observers.

State Hazard Plan Fire Review

Presentation by Lauren Townsend, DFES Legal and Legislation

- The BOC was provided with an overview of the current State Hazard Plan Fire review and the findings to date, with the first round of consultation now completed. Broader consultation on the amended draft will commence in August with a final draft expected to be submitted to the SEMC for approval in October.
- A link will be provided to members when the consultation reopens, where members can follow the review and provide feedback.
- Any questions or queries on this review can be sent to State Emergency Management Branch at SEMC.policylegislation@dfes.wa.gov.au

Standardised Fire Permit Application and Approval System and Standardised Camp and Cooking Fire Regulations

Item raised by Great Southern member, Rob Lynn

- Highlighted the need for standardising processes for permits and public information.
- Discussion included: concern with lack of accessible public information and inconsistent requirements across local governments. Challenge exists between providing consistency and the requirement for local distinctions. Information is available through Section 33 guidance notes and the Regulations.

The next BOC meeting is scheduled for 7 & 8 October 2024

8.08.24	NEXT MEETING & CLOSURE
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Next meeting: 25th March 2025

There being no further business, the Presiding Member Cr de Lange declared the meeting closed at 9:05pm.