


BUSHFIRE ADVISORY COMMITTEE MEETING

MINUTES

7 SEPTEMBER 2022

These minutes were confirmed by Bushfire Advisory Committee as a true and correct record of proceedings by the Bushfire Advisory Committee Meeting held on 29/3/23

Presiding Member:  Date: 29-03-2023

Shire of Brookton
Bushfire Advisory Committee held 7 September 2022
Commenced at 7.00 pm

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1.09.22 DECLARATION OF OPENING / ATTENDANCE

The Presiding Member opened the meeting at 7.00pm 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 it's life.

Elected Members (Voting)

Cr KL Crute Shire President

Committee Members (Voting)

Murray Hall	Chief Bushfire Control Officer
Travis Eva	Deputy Chief Bushfire Control Officer
Troy Bassett	Central Brigade
Blair Montague	Central Brigade
Ashley Hobbs	Central Brigade
Neville Messenger	Central Brigade
Tim Evans	West Brigade
Jamie Blight	West Brigade
Len Simmons	West Brigade
Bevan Walters	East Brigade
Darrell Turner	East Brigade

Staff (Non-Voting)

Gary Sherry	Chief Executive Officer
Sandie Spencer	Executive Governance Officer
Jason Carrall	Community Emergency Services Manager

Other Agencies

Adam Whitford Department of Fire and Emergency Services Area Officer

Apologies

Cr TD Lilly

2.09.22 CONFIRMATION OF PREVIOUS MINUTES

BFAC 09.22-01

COUNCIL RESOLUTION

MOVED: B Montague SECONDED: M Hall

That the minutes of the Bushfire Advisory Committee meeting held in the Shire of Brookton Council Chambers, on 7th July 2022, be confirmed as a true and correct record of the proceedings.

CARRIED

4.09.22 PRESENTATIONS

Nil.

5.09.22 REPORTS

5.09.22.01 FIRE BREAK NOTICE 2022/23

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 2022/23 Shire of Brookton Fire Break Notice is contained in attachment 5.09.22.01A.

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 2022/23 season as contained in Attachment 5.09.22.01A.

BFAC 09.22-02

COUNCIL RESOLUTION

MOVED: M Hall SECONDED: N Messenger

That Bush Fire Advisory Committee recommends to Council to adopt the Shire of Brookton Fire Break Order for 2022/23 season as contained in Attachment 5.09.22.01A.

CARRIED

Attachment 5.09.22.01A

Fire Break Order

All owners and occupiers of land within the Shire of Brookton are required, before 1st November in each year, to clear fire breaks and take measures in accordance with this order up to and including 14th April the following year.

TOWNSITE LAND: Is all land within the Brookton Townsite.

All townsite properties equal to or less than 2,023m² in size are required to be fire hazard reduced by:

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

All townsite properties **over 2,023m²** in size are required to be fire hazard reduced by:

- A. Construction and maintenance of a 3m wide minimum bare earth unobstructed trafficable firebreak within 3.0m of the property boundaries (footpaths and roads or road verges are not to be accepted as firebreaks).
- B. 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: Is all land outside the Brookton Townsite

All rural properties **equal to or less than 100 hectares in size** are required to be fire hazard reduced by:

- A. Construction and maintenance of a 3.0m wide minimum bare earth unobstructed trafficable firebreak within 30.0m of the boundary of the property.
- B. 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.
- C. Construction of a 5.0m wide minimum bare earth unobstructed trafficable firebreak within 15.0m 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 400.0m from any infrastructure including operational generators and stationary motors.

All rural properties and aggregated land within the Shire of Brookton **over** 100 hectares in size are required to be fire hazard reduced by:

- A. Construction of a 5.0m wide minimum bare earth unobstructed trafficable firebreak within 15.0m 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 400.0m from any infrastructure including operational generators and stationary motors. Excluding seed cleaners as they are deemed part of the harvest operations.
- B. 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.

Note:

- Hay and straw stacks in open paddock areas awaiting pickup and removal are not required to be surrounded by a firebreak.

- During any period when harvesting operations are being conducted an operational independent mobile firefighting unit must be located in the same paddock, or within 50.0m 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: Is any area of planted trees, other than a windbreak, within the gazetted townsites exceeding 3 hectares and outside of a townsite exceeding 10 hectares.

- A. Boundary firebreaks: a 15.0m clear area is required on all boundaries of plantations and along public roads. This clear area must have a minimum trafficable surface of 5.0m minimum of clear bare earth and a minimum vertical clearance of 4.0m. The remaining 10m must be maintained in a low fuel condition, ie. Closely mowed, grazed or sprayed.
- B. Compartment firebreaks: internal firebreaks between compartments of up to 30 hectares must be a minimum of 6.0m wide and for compartments over 30 hectares a minimum of 10.0m wide. In all cases a 5.0m trafficable surface and a minimum 4.0m 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. A copy of these Guidelines is available from the Shire Administration office upon request.
- 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.
- E. 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 that planning approval. Owners and managers of such plantations must comply with the conditions of their Fire Management Plan.

HARVESTING MACHINES & HEADERS – REGULATIONS 38

Pursuant to regulations 38 of the Bush Fires regulations 1954, a person shall not operate harvesting machinery or header in any crop during the prohibited burning times or restricted burning times set out unless a fire extinguisher is carried in the machine.

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:

- A. On a property within a townsite, of any size that is reticulated or;

- B. On a property outside the townsite, with the area being slashed or mowed is irrigated or reticulated and is less than 1 hectare.

5.09.22.02 PROHIBITED BURNING PERIOD 2022/23

Section 17 of the Bush Fires Act 1954 allows the Minister to set the Prohibited Burning Period within a Shire.

The Minister has set the Prohibited Burning Period for the Shire of Brookton as 1st November to 28 February each year. These dates are consistent with neighbouring local governments.

For a number of years, the Shire of Brookton has incorrectly advertised the Prohibited Burning Period for the Shire of Brookton as 15th November to 28 February each year.

It is possible for the Shire CEO, in consultation with the Chief Bush Fire Control Officer, to change the commencement of the the Prohibited Burning Period by 14 days at a time. If this was to occur public notice needs to be provided.

5.09.22.03 TRAINING UPDATE

- Rural Fire Awareness – 14 July – 12 participants
- Rural Fire Awareness – 15 July – cancelled due to lack of numbers
- Bush Fire Safety Awareness – 2 & 3 September – 18 participants
- Rural Fire Awareness – 1 September – 9 participants
- Rural Fire Awareness – 2 September - cancelled due to lack of numbers
- Fire Fighting Skills – 9 & 10 September – 12 registered, will go ahead (7 Brookton)
- Future courses – will be organised in 2023.
- Jason to review membership lists for outstanding training.
- Target training for Autumn 2023.
- Hold course for late arrival - seasonal workers.
 - Volunteers/Membership Forms:
 - Change signature

5.09.22.04 CHANGE FIRE DANGER RATING SYSTEM

DFES Area Officer Adam Whitford will provide a presentation on the new Fire Danger Rating System being implemented Australia wide.

- 24 FBI – Permits Revoked
- 40 FBI – Harvest & Movement Bans
- 50 FBI – Total Fire Ban

3.09.22 STATUS TABLE

Black – No changes from previous reports Red – Additions from since latest Bushfire Advisory Committee meetings

Item #	Date Initiated	Item Details	Assigned to	Comment	% Completed
1.	16 Mar 2021	Obtain list of courses and dates to all brigade members.	CESM	List sent out to captains and awaiting response for numbers and preferred dates. 1st FCO course completed, 2nd course (Bushfire Safety Awareness) cancelled due to lack of numbers; 3rd Course (Ground Controller) cancelled due to DFES trainer required to Emergency. Bushfire Safety Awareness has been rescheduled for Friday evening 8th October & Saturday 9th October to be held at Brookton Fire Station. 05.10.2021 – course has been cancelled due to lack of numbers. 21.03.2021 – Course scheduled for 9 th February was cancelled, due to the Corrigin fire. CESM – Training program will be completed by end of month with only one more course “Fire Fighting Skills” to go.	90%
2.	16 Mar 2021	Further information with recent changes for LGIS – Workplace Work Health and Safety Act 2020	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 Webinar held on 31 st 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. 21.03.22 – Legislation is scheduled to come into effect from 31 st March 2022.	90%
3.	16 Mar 2021	Water tanks – Shire to confirm the water flow and report back.	CESM	Nil. Requires further investigation on commencement with MIE. 21.03.22 - Manger of Infrastructure & Works scheduled to commence work 2 May 2022.	0%
4.	16 Mar 2021	Review water issues and possible placement of tanks in the district.	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	25%

Item #	Date Initiated	Item Details	Assigned to	Comment	% Completed
				be completed in the 2 year approved DFES cycle. Planning and land assessments will be commenced in 2 nd quarter.	
5.	16 Mar 2021	Shire to investigate better communication for absentee/landholders/hobby farmers.	CEO	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. Fire information will be mailed separately nearer to fire break/fire safety deadline. Information will be publicised regularly in Newsletter, Facebook	100%
6.	5 Oct 2021	CESM/DFES to activate training for farmworkers and bush fire brigade members as soon as possible. DFES providing the training modules to accommodate the regions.	CESM/DFES/All Brigades	CESM to activate training programs with the recent changes to the WHS Act and the provisions to maintain. 21.03.2021 – Course was scheduled for 9 th February was cancelled, due to the Corrigin fire. Has not yet been rescheduled. 30-08-2022 – 95% completed with one course to go "fire fighting skills"	95%
7.	5 Oct 2021	West Brookton Bushfire Brigade's 2 bay facility. To be finalised by 30 June 2023.	CESM/ West Brigade/ Chief/ Shire Officers	CESM to have site meeting and discuss with relevant parties. Work needs to be completed by Shire to progress to next stage Tender document being constructed. 50% deposit has been received.	10%
8.	5 Oct 2021	CESM to review access to fuel for new site at West Brookton BFB site.	CESM	CESM to investigate and report back to BFAC. Shire has a fuel trailer and will use if needed to deliver fuel to trucks.	0%
9.	5 Oct 2021	CESM and CEO to follow up on Policy and/or operating procedures	CESM/ CEO	21.03.2021 – CEO has recently had a new delegation approved by Council "Delegation 1.50 – Amendment to Prohibited and Restricted Burning Periods – Bush Fires Act".	10%
10.	5 Oct 2021	CESM to readvertise burning season periods for all residents and ratepayers	CESM	Social media is required to be advocated. 21.03.2021 – This has not occurred due to conversations with the CBFCO, regarding extension of the prohibited burning period.	10%
11.	30 Mar 2022	CESM to send COVID vaccination status to all captains.	CESM	No longer a requirement	Remove

Item #	Date Initiated	Item Details	Assigned to	Comment	% Completed
12.	30 Mar 2022	Garmin Mini Radios to be investigated (for ability to communicate outside of phone reception.	CESM	NO ACTION	0%
13.	30 Mar 2022	Permit to Burn book for new FCO Brad Bassett	CEO	New Permit Books required for all FCOs. New books include changes from new Fire Danger Rating System. Books expected to be distributed at BFAC.	50%
14.	30 Mar 2022	Distribute BP fuel cards and instructions to fire Tenders	CESM	BP Fuel Cards and Shire Depot access expected to be distributed at BFAC.	Complete
15.	30 Mar 2022	24-hour fuel access cards from Brookton Roadhouse and instructions for use for all fire tenders.	CEO	24 hour access now available from Shire Depot. Shire Depot fuel tank has own generator.	Complete
16.	30 Mar 2022	Investigate requirements for providing lot/location numbers on Permit to Burn forms.	CEO CESM	Burning Permit form is included in Bush Fire Regulations. There is a requirement to identify where the burning will occur. The form says locations, not address.	50%
17.	30 Mar 2022	Need to contact the property owners every time they need to access the tenders for servicing and garaged on private property.	CESM, CEO	Noted New fire sheds will eliminate this issue	Ongoing
18.	30 Mar 2022	Description of Fire Control Officer role to be provided to Bevan Walters	CESM	Option of FCO Handbook is available if the FCO's want me to produce for them. Example is provided for viewing. ➤ Asking for key roles and responsibilities of and FCO	50%
19.	30 Mar 2022	Organise a meeting with David Cliff (Brookton Country Club), Murray Hall (CBFCO), Travis Eva (DCBFCO), and CESM to discuss mitigation works.	CESM	Meeting held. Plan arranged. Another meeting is required as we are coming into burning weather. Discussion to be had to see if brigade captains are happy with doing the burning without the funding as funding wont be approved until late October.	20%

6.09.22 GENERAL BUSINESS

6.09.22.01 ISSUING PERMITS TO BURN IN BROOKTON TOWNSITE

Murray Hall raised the issuing of permits to burn for townsite residents. There are a considerable number of these permits written each year. CEO that a possibility of the Shire Administration writing or issuing permits

Permit conditions are not being met by permit holders to inform neighbours of intentions to burn.

7.09.22 NEXT MEETING

The next BFAC Meeting will be held in 28th March 2023

8.09.22 CLOSURE OF MEETING

There being no further business, the presiding member declared the meeting closed at 8:51pm.