



# MINUTES

## BUSHFIRE ADVISORY COMMITTEE MEETING

held

**9<sup>th</sup> October 2024**

At

Shire of Dardanup  
Administration Centre Eaton  
1 Council Drive – EATON

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## **VISION STATEMENT**

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

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**COMMITTEE MEMBERS:**

Mr Chris Hynes	-	CBFCO Eaton Townsite District
Mr Clay Rose	-	DCFCO (North) / FCO Burekup District
Mr Robert Drennan	-	DCFCO (South) / FCO Waterloo District
Mr Lyndon Skeers	-	FCO Ferguson District
Mr Neil Dyer	-	FCO West Dardanup District
Mr Grant Ratcliffe	-	FCO Upper Ferguson District
Mr Brendan Putt	-	FCO Dardanup Central District (Deputy Chairperson)
Mr Jeff Duncombe	-	FCO Joshua/Crooked Brook District
Mr Russel Harvie	-	FCO Wellington Mill District
Mr Alan Charlton	-	Fire Weather Officer
Mr Kohdy Flynn	-	Department of Fire & Emergency Services
Mr Jewell Crossberg	-	Department of Biodiversity, Conservation and Attractions
Cr. T Gardiner	-	Elected Member (Chairperson)
Cr. A Jenour	-	Elected Member
Cr. T Bell	-	Elected Member (Proxy)

**STAFF MEMBERS**

Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Sustainable Development
Mr Stephen Loiterton	-	Coordinator – Ranger & Emergency Services
Vacant	-	Emergency Management Officer
Mr Murray Halden	-	Senior Ranger
Vacant	-	Personal Assistant Director Sustainable Development

**OBSERVERS**

## COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

## DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

## SHIRE OF DARDANUP

### **MINUTES FOR THE SHIRE OF DARDANUP BUSHFIRE ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 9<sup>TH</sup> OCTOBER 2024, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 7.00PM.**

#### **1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Chairperson, Cr T G Gardiner declared the meeting open at 7:00pm, welcomed those in attendance and referred to the Disclaimer and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

##### *Acknowledgement of Country*

*The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.*

##### *Affirmation of Civic Duty and Responsibility*

*Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.*

*Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.*

*The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.*

*Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.*

##### *Emergency Procedure*

*In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).*

## 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

### 2.1 Attendance

Mr Chris Hynes	-	CBFCO Eaton Townsite District
Mr Robert Drennan	-	DCFCO (South) / FCO Waterloo District
Mr Lyndon Skeers	-	FCO Ferguson District
Mr Neil Dyer	-	FCO West Dardanup District
Mr Brendan Putt	-	FCO Dardanup Central District
Mr Jeff Duncombe	-	FCO Joshua/Crooked Brook District
Mr Keith Higham	-	Capt Wellington Mills BFB (Proxy)
Mr Mark Clark	-	Capt Burekup BFB (Proxy)
Mr Alan Charlton	-	Fire Weather Officer
Mr Kohdy Flynn	-	Department of Fire & Emergency Services
Cr. T Gardiner	-	Elected Member (Chairperson) (Teams)

### Staff Members

Mr Ashwin Nair	-	Director Sustainable Development
Mr Stephen Loiterton	-	Coordinator – Ranger & Emergency Services
Mr Murray Halden	-	Senior Ranger
Mr Paul Sydney-Smith	-	Ranger
Mrs Donna Bailye	-	Manager Governance
Ms Chantal Shorter	-	Governance Officer

### Observers

Ms Kaitlyn Southgate	-	Waterloo District BFB Training Officer
Mr Chris Bouteloup	-	Capt Joshua/Crooked Brook District BFB
Mr Scott Bradby	-	Burekup BFB Training Officer
Mr Robert Allen	-	Capt West Dardanup District BFB

### 2.2 Apologies

Mr André Schönfeldt	-	Chief Executive Officer
Cr. A Jenour	-	Elected Member
Mr Clay Rose	-	DCFCO (North) / FCO Burekup District (Deputy Chairperson)
Mr Russel Harvie	-	FCO Wellington Mill District
Mr Jewell Crossberg	-	Department of Biodiversity, Conservation and Attractions
Mr Grant Ratcliffe	-	FCO Upper Ferguson District

### *Discussion:*

*Cr T G Gardiner advised the Committee that this was the last Bushfire Advisory Committee Meeting for Mr Murray Halden. Cr T G Gardiner extended his thanks to Mr Halden from the Committee and wished him all the best.*

### 3. PRESENTATIONS

None.

### 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

#### 4.1 Bushfire Advisory Committee Meeting Held 12<sup>th</sup> of June 2024

#### BUSHFIRE ADVISORY COMMITTEE RECOMMENDED RESOLUTION

BFAC 11-24      MOVED -      Mr Chris Hynes      SECONDED -      Mr Lyndon Skeers

**THAT the Minutes of the Bushfire Advisory Committee Meeting held on 12<sup>th</sup> June 2024, be confirmed as true and correct subject to no corrections.**

CARRIED

### 5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

### 6. DECLARATION OF INTEREST

*Note: Chairperson asked the Committee if there are any Declaration of Interest to be declared.*

- *Chairperson, Cr T G Gardiner declared a Proximity Interest in Item 8.13 – Firebreak Exemptions as he is an adjoining landowner to an applicant requesting a fire break exemption.*

*Note: Cr T G Gardiner advised the Committee that he would be leaving the meeting early and that Deputy Chairperson, Mr Brendan Putt was to now assume the Chair.*

*Mr Brendan Putt assumed the Chair [7.06pm].*

### 7. ACTION SHEET UPDATE

No actions outstanding.



## 8 REPORTS OF OFFICERS AND COMMITTEES

### 8.1 Title: Update Report from Chief Bush Fire Control Officer

<b>Reporting Department</b>	CBFCO - Dardanup
<b>Reporting Officer</b>	Mr Chris Hynes

#### **Activity Report since Last BFAC Meeting**

<i>Fire Call Outs</i>	Two grass tree fires on Dowdell's Line Road near Paradise Road
<i>Appliance and Equipment</i>	JCB 1.4 waiting for final sign off Shire of Murray for deal be completed. High season appliance 1 heavy tanker and Light tanker approved
<i>Training</i>	Thank you to the working groups doing the training packages to help brigades plan their training calendars. And the other working group working on the work instructions document that will become known as the Firefighter's Handbook.
<i>Meetings Held</i>	Critical Communication Media workshop attended. DFES Management workshop at Regional Entertainment Center. Bushfire Volunteers Association AGM. Bushfire Ready meetings to start a Burekup group. Meeting with Neil Dyer and Shire planning staff ensuring subdivisions have appropriate fire protection with water supplies and access for firefighters. Bull and Barrell Fire sculpture burning guidelines input. BORR tour of new Bunbury Outer Ring Road to get an insight into access around the infrastructure in the event of any emergency when the highway is open to the public.
<i>Membership – Recruitment/Resignation</i>	Congratulations to the brigades and trainers for getting the new recruits ready for this coming season. Emergency Management Officer Hannah Powell resigned from her role. Hannah will be missed she was a strong advocate for us Volunteer's to ensure we had everything we needed to protect the community, nothing was too hard. I hope the next EMO will be as passionate and accommodating as Hannah, I hope the next EMO gets the right support from the Shire.
<i>Concerns</i>	Captains and FCO's status quo to remain with chain of command, following meeting with FCO's and Captains at Waterloo Station. Induction process has been difficult to finalise with outdated personal list re-emerging giving false numbers of members.
<i>Initiatives</i>	Spring into Action - Thanks to the Committee for putting on an organised and entertaining event, with a good turn out of Brigades, families and Fire appliances.
<i>Other News</i>	Attended a send off for Patrick Warrand - General Manager for Wespine at the Mantra Light House Bunbury

**Item/s For BFAC Discussion** - None.

*Discussion:*

*Mr Chris Hynes spoke to the report and requested a further update or clarification on the status of chain of command. Mr Stephen Loiterton advised that the status quo remained the same.*

## 8.2 Title: Department of Biodiversity, Conservation & Attractions – Officer Report

**Reporting Department**

*Department of Biodiversity, Conservation and Attractions*

**Reporting Officer**

*Mr Jewell Crossberg*

### 8.2.1. Prescribed Burning Autumn 2024

Wellington District 4 Burns Commenced/Continued.

Approx. 20,022 ha total.

Standard Prescribed Burns (high percentage of area burnt) - 122 ha treated.

Large Scale Mosaic Prescribed Burns (low percentage of area burnt) – 19,820 ha treated.

WTN\_128 Roseneath Sherwood (Continuing) – 122 ha.

WTN\_131 WTN NE Cell 1 Ross (Continuing) – 80 ha (edging).

WTN\_134 WTN NE Cell 4 Stockyard (Continuing) – 10,822 ha.

WTN\_136 WTN NE Cell 6 Bednall (Continuing) – 8,998 ha.

### 8.2.2. Prescribed Burning Planned 2024-25

The district is currently in the planning phase for the 2024 spring burn program.

While there are 6 burns within our annual Burn Options Plan falling within the Shire of Dardanup, only strategic cells within WTN\_119 – Davis are programmed for spring if conditions are suitable. WTN\_113 – Arcadia, WTN\_137 – Lowden, WTN\_140 – Boyanup and WTN\_146 – Dardanup, within the Shire of Dardanup, are planned for Autumn 2025. We will extend an invitation to brigades to participate alongside our crews closer to implementation of any burns within the shire.

### 8.2.3. Bushfires

As of the 25<sup>th</sup> of September, we have had 9 bushfires in the Wellington District, thankfully none within the Shire of Dardanup. As we ramp up to another fire season, we would like to extend our thanks to our brigade counterparts for their historic assistance and look forward to continuing our working relationship.

### 8.2.4. Staff/ Staff Changes

**District Fire Coordinator Collie** – Jewell Crossberg

**Fire Operations Officer Harvey** – Darren Harvey

**A/Fire Operations Officer Collie** – Garth Grimsley

**Fire Operations Officer Collie** – Afie Jazreen

**Assistant Fire Operations Officer Collie** – Vacant.

**Assistant Fire Operations Officer (FMDP)** – Michelle Ivory

*Discussion:*

*Mr Chris Hynes informed the Committee that during a recent discussion with Mr Allan Madgwick (DBCA) it was advised that East of Collie is drying quickly and to be aware of this.*

8.3 Title: Department of Fire & Emergency Services (DFES) – Mr Kohdy Flynn

<b>Reporting Department</b>	DFES
<b>Reporting Officer</b>	Mr Kohdy Flynn

**8.3.1 DFES High Season Fleet**

Expression of interest (EOI) were sent out in August for brigade/s to submit an EOI for consideration of a high season (HS) appliance placement. Shire of Dardanup has submitted an EOI as per last year’s allocation. The outcome of the 2024/25 HS fleet allocations has not been confirmed or released yet. If the HS appliances are requested to be deployed to incidents out of the Shire, it is expected these appliances will be available and crewed accordingly.

**8.3.2 2024/25 Seasonal Outlook - Issued 5<sup>th</sup> September 2024**

Across Western Australia rainfall is likely to be within the typical seasonal range, warmer than average days and nights are likely to vary across the region. Rainfall and soil moisture deficiencies have eased in some parts of the Southwest. However, some serious deficiencies in areas are still present, this is imperative for fire fighter situational awareness when dealing with fires in drought effected areas of the region.

**8.3.3 Australian Warning System (AWS)**

Western Australia has adopted a national consistent approach to emergency information by using a standardised set of warning levels, colours and icons, supported by clear action statements to keep people safe. Cyclone, storm and flood warnings join bushfire and heatwave in using AWS colours, icons and warning levels of Advice, Watch and Act and Emergency Warning.

This system is now live, how you receive warnings may not change, but the wording, colours and call to action may be different to what you’re used to, as this system is implemented across Australia.

Now when issuing bushfire warnings, you will need to provide an action statement to accompany your warning. Online training on how to apply the AWS system is now available on eAcademy.

<b>FG 3.2 INCIDENT CONTROL</b>		<b>Escalating</b>		<b>De-escalating</b>		<b>FIELD GUIDE</b>	
	<b>Warning Level</b>	Advice	Watch and Act	Emergency Warning	Watch and Act		Advice
	<b>Action Statement</b>	Prepare now	Prepare to leave	Leave Now	Not safe to return		Stay informed
		Stay informed	Leave now (if not prepared)	Too late to leave	Avoid the area		Avoid the area
	<b>PUBLIC INFO BUSHFIRE</b>	Monitor conditions	Be aware of ember attack		Monitor conditions		Return with caution
		Monitor conditions			Threat is reduced (final Advice)		

Australia's fire and emergency services aim to provide you with timely and relevant information during emergencies. Refer to <https://www.australianwarningsystem.com.au/> for more information regarding the AWS.

#### **8.3.4 Training**

The DFES Southwest Region held a trainer assessor handover session that was well attended by Dardanup BFB Trainer Assessors, these members were all signed off to coordinate and run both the Bushfire Safety Awareness and Bushfire Fighting Skills courses.

There has been a high uptake by Shire of Dardanup members on most DFES courses being conducted in the region, it is noted and is appreciated that members are continually donating their time to attend these courses and better prepare themselves for the season ahead.

Ricky Southgate will be back in the Area Officer position as of the 14<sup>th</sup> October, I want to thank everyone for their support that has been displayed to me while I have been in this role, I would also like to thank all the members of the Dardanup bushfire brigades for their continued efforts over the busy off season and into what I'm sure will be another big season ahead.

#### *Discussion:*

*Mr Kohdy Flynn thanked the Committee and the FCO's for their efforts and is looking forward to working with everyone in the future.*

*Mr Brendan Putt congratulated Mr Flynn for his efforts in Mr Ricky Southgate's absence, and commended the work of DFES.*

#### 8.4 Title: Burekup District Fire Control Officer Report – Mr Clay Rose

<b>Reporting Department</b>	<i>Burekup BFB</i>
<b>Reporting Officer</b>	<i>Mr Clay Rose</i>

#### **Activity Report since Last BFAC Meeting**

<i>Fire Call Outs</i>	None
<i>Appliance and Equipment</i>	Very good condition, VHF radios serviced 11-9-24
<i>Training</i>	New & current members continue to attend DFES and Shire training.
<i>Meetings Held</i>	Committee Meeting 20-6-24 and 27-8-24
<i>Membership – Recruitment/Resignation</i>	4 new members and 1 resignation
<i>Concerns</i>	None
<i>Initiatives</i>	Bushfire Ready group formed for residents in Collie River Road and Catalano Road. Fire hydrants cleaned, tested and marked (38)
<i>Other News</i>	Two members attend DFES Conference Perth

#### **Item/s For BFAC Discussion**

*Note: Cr T G Gardiner left the meeting at 7.13pm.*

*Discussion:*

*Mr Scott Bradby requested further information from the Shire on the process for controlled burns that are undertaken by brigades on private property. The Committee discussed the matter further with the following action item created.*

<b>ACTION 02/24</b>	<b><i>Mr Stephen Loiterton to provide information to FCO'S on the Shire process for control burns being carried out on Private Property by the brigades, addressing the risks and insurance liability.</i></b>
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## 8.5 Title: Dardanup Central District Fire Control Officer Report – Mr Brendan Putt

**Reporting Department** Dardanup Central BFB  
**Reporting Officer** Mr Brendan Putt

### **Activity Report since Last BFAC Meeting**

<i>Fire Call Outs</i>	We have had an early start to the season with the lighting of Grass trees on Dowdell line on two occasions this has been a regular occurrence the last few years.
<i>Appliance and Equipment</i>	Appliance currently being serviced
<i>Training</i>	Monthly meeting in the off season
<i>Meetings Held</i>	Cadets Program details
<i>Membership – Recruitment/Resignation</i>	10 new members have been added to our list two have come from other brigades, 8 have been trained and awaiting PPE
<i>Concerns</i>	With the resignation of Hannah Powell there are many delays with answering of orders and emails we continue to work to find solutions
<i>Initiatives</i>	Spring into Action completed with the two Brigades of Dardanup Central and Dardanup West working to organise event a great success
<i>Other News</i>	-

### **Item/s For BFAC Discussion**

#### *Discussion:*

*Mr Brendan Putt discussed the success of the Bull and Barrell event for the brigade which included a raffle to raise funds. A total of \$630 was raised and the raffle winner, MLA Ms Jodie Hanns generously donated the winnings back to the brigade.*

*Mr Putt thanked the brigades for their assistance with putting out the burning of the bull at the end of the night.*

8.6 Title: Ferguson Fire Control Officer Report – Mr Lyndon Skeers

<b>Reporting Department</b>	<i>Ferguson BFB</i>
<b>Reporting Officer</b>	<i>Mr Lyndon Skeers</i>

**Activity Report since Last BFAC Meeting**

<i>Fire Call Outs</i>	0
<i>Appliance and Equipment</i>	Nothing to note
<i>Training</i>	<ul style="list-style-type: none"> <li>• 4 training sessions completed, now commencing bi-monthly training.</li> <li>• One new member completed training and ready for the coming season. PPE has been ordered.</li> <li>• Several members completed additional training including advanced fire fighting, crew leader, ground controller and mental health first aid.</li> <li>• Held training session with Haley Hibbit from DFES utilising virtual reality headsets.</li> </ul>
<i>Meetings Held</i>	2
<i>Membership – Recruitment/Resignation</i>	nil
<i>Concerns</i>	We are updating our membership list again as it is vastly different to the list recorded at Shire/DFES. It is unclear where the system is falling down, concerns that the system is reverting to previous versions at some point. Some updates have been completed twice previously, including one member who is deceased, and this uses up a lot volunteer hours unnecessarily especially at this time of year.
<i>Initiatives</i>	Community event planned for 26 <sup>th</sup> September, inviting community members to talk about fire wise gardening, updating contact details, using virtual reality headsets, booking property throughs.
<i>Other News</i>	<ul style="list-style-type: none"> <li>• An electrical fault at the shed caused damage to some appliances. The majority of repairs have been completed, waiting for the fridge to be repaired, removal of power pole, repair to carpark overhead light, thanks to the Shire of Dardanup for attending to this issue.</li> <li>• Thank you to Dardanup Central brigade for allowing us to use their building while the Ferguson Shed was without power.</li> <li>• Received initial drawings for proposed extension/improvements to the Brigade building.</li> <li>• 2 firebreak exemptions have been submitted.</li> </ul>

**Item/s For BFAC Discussion**

*Discussion:*

*Discussion was held on DFES inductions and the requirements for Bush Fire Brigades.*

8.7 Title: Joshua Creek / Crooked Brook Fire Control Officer Report – Mr Jeff Duncombe

<b>Reporting Department</b>	Joshua Creek / Crooked Brook BFB
<b>Reporting Officer</b>	Mr Jeff Duncombe

**Activity Report Since Last BFAC Meeting**

Fire Call Outs	-
Appliance and Equipment	-
Training	Training has started
Meetings Held	1 meeting held
Membership – Recruitment/Resignation	-
Concerns	-
Initiatives	-
Other News	-

**Item/s For BFAC Discussion**

*Discussion:*

*Mr Jeff Duncombe discussed the current boundaries for each district and enquired if this has changed.*

*Mr Stephen Loiterton advised that he has not received notification of any changes. It was to be noted that a boundary had changed to align with the newly established Bunbury Outer Ring Road.*

*The Committee requested an update from the Shire on all brigade boundaries.*

<b>ACTION 03/24</b>	<b>Mr Stephen Loiterton to provide information to FCO'S on the current boundaries for each district.</b>
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8.8 Title: Upper Ferguson District Fire Control Officer Report – Mr Grant Ratcliffe

**Reporting Department** Upper Ferguson BFB  
**Reporting Officer** Mr Grant Ratcliffe

No Report Submitted

8.9 Title: Waterloo District Fire Control Officer Report – Mr Rob Drennan

**Reporting Department** Waterloo BFB  
**Reporting Officer** Mr Rob Drennan

**Activity Report Since Last BFAC Meeting**

<i>Fire Call Outs</i>	One request for assistance from Bunbury SES. Two fire callouts - Truck fire Forrest Highway and Dowdells Line
<i>Appliance and Equipment</i>	-
<i>Training</i>	Is starting to crank up again heading into the 24/25 season. Waterloo will have to start prompting some of the more experienced members to participate more and help with training. Two new Trainer assessor's.
<i>Meetings Held</i>	Dardanup Trainers Group is doing very good work in setting up training agendas and starter pack's with a clear time for the subjects a source of information key points to highlight and lead on subjects
<i>Membership – Recruitment/Resignation</i>	
<i>Concerns</i>	Waterloo/Railway Reserve more mitigation work/Burning around the Station and other places of residence and power lines in the reserve. BART - We must Push all members to use it correctly in "RESPONDING TO ALL CALLOUTS" YES (thumb up) NO (thumb down) - This action by all members doesn't just help with a callout it also lets the Brigade/Shire know that the BART system is working at it's optimum potential.
<i>Initiatives</i>	
<i>Other News</i>	

**Item/s For BFAC Discussion** - None.

*Discussion:*

*Mr Rob Drennan spoke to the report and his concern around the amount of material and the burning regime near Railway Reserve at Waterloo.*

*Mr Drennan also commended and acknowledged the Dardanup Trainer's Group for their professionalism, great ideas and excellent work in providing training packages.*

8.10 Title: Wellington Mill District Fire Control Officer Report – Mr Russell Harvie

Reporting Department	Wellington Mill BFB
Reporting Officer	Mr Russell Harvie

**Activity Report Since Last BFAC Meeting**

Fire Call Outs	Nil
Appliance and Equipment	-
Training	New training officer has commenced and primary work has been to work with the district training group on primary skill lesson plans. Training scheduled for start in October.
Meetings Held	3
Membership – Recruitment/Resignation	Membership of the Brigade remains healthy however we have new members waiting to complete or commence training.
Concerns	Access to training
Initiatives	Looking to hold another mock bush fire emergency session for the community
Other News	

**Item/s For BFAC Discussion**

1. Item One – Provision of Essential Training

*Discussion:*

*Mr Keith Higham spoke to the report and advised that high season training will commence soon, which will include a repeat mock scenario to assist in preparing the community.*

*Mr Brendan Putt acknowledged and praised the brigade for the great work undertaken to prepare the community.*

*Mr Chris Hynnes suggested that invitations be extended for the next exercise.*

8.11 Title: West Dardanup District Fire Control Officer Report – Mr Neil Dyer

<b>Reporting Department</b>	West Dardanup BFB
<b>Reporting Officer</b>	Mr Neil Dyer

<i>Fire Call Outs</i>	One – Control burn of rubbish pile crept outside of property boundary.
<i>Appliance and Equipment</i>	Truck currently away for annual service. The pumper unit had a failure of the pump control which appeared consistent with the age of the vehicle.
<i>Training</i>	Training is continuing on a fortnightly basis. Records are being maintained of attendance and basic training is being covered as required.
<i>Meetings Held</i>	One committee meeting held.
<i>Membership – Recruitment/Resignation</i>	Four new members - Most have completed basic training and all PPC and PPE have been provided for them so they are ready to be involved in the next fire season.
<i>Concerns</i>	Need to confirm when the water storage tank and infrastructure in the Sand Pit Road subdivision will be handed to the Shire. The tank arrangement is good however will require a synergy connection and meter if possible prior to the commencement of the fire season.
<i>Initiatives</i>	I would like to thanks Ashwin, Jan and his team for their assistance with the subdivision requirements for the development requirements for Lot 4 Garvey Road.  I would also like to thank Ashwin for commencing the process of developing a Local Planning Policy to assist Shire planners better manage the obligations of developers when they developing subdivisions within the Shire.
<i>Other News</i>	-

**Item/s For BFAC Discussion**

- *Coordinator Health, Emergency and Ranger Services Officer Response -*

Responding to the concern raised regarding the storage tank in the Sand Pit Road subdivisions, the following information is provided to the Brigades.

- The site will become a Shire reserve.
- There have been some site issues with the power installation. Western Power will not connect the subdivision to the interconnected grid until the underground cables are outside of the drainage swale.
- The developer is currently completing design works to enable the cables to remain insitu but to relocate the drainage swale along Sand Pits Rd.
- The drawings were approved today by the Shire and contractors are yet to be engaged to perform the reworks.
- I expect that it is highly unlikely that the reworks will be completed before November, so power connection will be a way off.
- The site will be provided with a metered service similar to a POS.
- No sites on this subdivision have a water service.

## 8.12 [Title: Coordinator Emergency & Ranger Services Report – Mr Stephen Loiterton](#)

### Reporting Department

Shire of Dardanup

### Reporting Officer

Mr Stephen Loiterton – Coordinator Emergency & Ranger Services

#### 8.12.1 Ferguson Bushfire Brigade Building Upgrade

Council at its 28 August 2024 Ordinary Council Meeting accepted a Local Government Grant Scheme (LGGS) capital grant funding of \$187,500 for upgrades to the Ferguson Bush Fire Brigade building. At this meeting Council also endorsed a contribution towards the upgrades of \$25,150 for works not covered by the grant received.

Officers are working with the brigade to refine the design and are getting ready shortly to call tenders for the upgrades.

#### 8.12.2 Waterloo Bushfire Brigade – Bore

Council at its 28 August 2024 Ordinary Council Meeting also accepted a Local Government Grant Scheme (LGGS) capital grant funding of \$9,468.00 for the installation of a bore for the Waterloo Bushfire Brigade. At this meeting Council also endorsed a contribution towards the upgrades of the bore.

#### 8.12.3 Bushfire Risk Mitigation Coordinator

Funding Bushfire Risk Mitigation Coordinators is a Department of Fire and Emergency Services initiative to support local governments conduct bushfire mitigation. The primary roles of the Coordinator is to identify mitigation activities, per the Bushfire Risk Management Plan, seek grant funding from the Mitigation Activity Fund, and to implement those measures that receive approval.

The Shires of Capel, Collie and Dardanup share a Bushfire Risk Mitigation Coordinator. For the Shire of Dardanup the Coordinator has successfully obtained \$1,503,000 in grant funds that have been applied to 147 treatments since 2019/20

The grant agreement covering 2025/26 to 2027/28 has been signed by all parties.

#### 8.12.4 Bushfire Risk Management Plan

The Shire's current Bushfire Risk Management Plan 2019-2024 was endorsed by council on 6 November 2019. The plan is due for review this year. The review is progressing. The target for completion of the review is the end of 2024.

#### 8.12.5 Local Government Grant Scheme

Funding for Bush Fire Brigades and State Emergency Service units is allocated via the Local Government Grant Scheme, which itself is funded by moneys collected through the Emergency Services Levy. The Shire uses Local Government Grant Scheme to fund the operational and capital expenses of its eight brigades.

The Shire has been offered, and accepted, \$220,000 for the 2024/25 financial year, and an additional \$10,554 for specified plant/equipment acquisition (aka Line 9). Line 9 items approved are for a security camera system and the relocation of a hot water system for Joshua-Crooked Brook, battery

backup for Burekup's garage doors, and lockers for Upper Ferguson. Bringing the total grant to \$230,554 for 2024/25.

Total expenditure to date is \$41,429.

#### **8.12.4 Bush Fire Brigade Work Instructions**

The current Work Instructions are a single document. A review is currently underway that will break the work instructions into a suite of documents, each to be developed and reviewed separately, that together will form the Bush Fire Brigades Handbook of the Shire of Dardanup.

Over two meetings the brigades and Shire personnel have discussed the current content. Due to the resignation of the Emergency Management Officer the project has been delayed. While targeted to be complete by the end of 2024, it is likely to extend into early 2025.

#### **8.12.5 Emergency Management Officer**

The Shire's Emergency Management Officer is responsible for provision of support to the Shire's bushfire brigades. This includes purchasing PPE, arranging services and repairs, review of standard operating procedures, organising catering for courses, etc.

The position is currently vacant. This has contributed to some delays in to tasks normally undertaken by the officer. A recruitment process is underway to fill the position. The Shire's Murray Halden is assisting in this space during the recruitment of the position.

#### **8.12.6 – LGGS Capital Works Application**

The Shire will be reaching out to all of the brigades shortly to call for any capital work proposals for the 2025/2026 period to allow the Shire to apply for funding through the LGGS Capital grant stream in a more strategic approach. The Shire has set up a Technical Advisory Group to review such proposals to ensure all aspects of a development is considered (budget implications/ town planning scheme requirements / LGGS conditions). It is intended that all applications will be presented to Council for consideration prior to an application being submitted.

#### *Discussion:*

*Mr Stephen Loiterton spoke to the report informing the committee of the current funding and expenditure. Discussion was held for ways that expenditure can be reduced, and Mr Loiterton invited suggestions of how this can be achieved.*

*Mr Ashwin Nair supported the involvement of the Brigades in the cost saving discussions and explained that the Shire was happy to work with Brigades in open and transparent discussion on the matter.*

*Further discussion were held on funding allocations.*

*Mr Kohdy Flynn thanked the FCO's for providing lists of inactive members which assists with reducing insurance costs to the Shire.*

*Mr Scott Bradby discussed his concern of the delay in receiving PPE. Mr Loiterton advised that he is processing requests as soon as possible, however supplier issues and staff shortages are resulting in delays. Mr Loiterton advised the committee that the Emergency Management Officer position will be filled shortly.*

*Mr Putt welcomed back Fire Weather Officer, Mr Alan Charlton.*

8.13 Title: Firebreak Exemption – Ranger Services**Reporting Department***Shire of Dardanup***Reporting Officer***Mr Murray Halden – Senior Ranger*

*Note: Cr T G Gardiner declared a Proximity Interest in this item at the beginning of the meeting, under Item 6 – Declaration of Interest. Cr T G Gardiner left the meeting at 7.13pm and was no longer in attendance for this item.*

**Officer Comment**

Consideration needs to be given for the following applications for exemption or variations to the fire prevention measures taken out by the following applicants in accordance with the Bush Fire Act 1954 and pursuant to the Shire of Dardanup Fire Prevention Order.

Request for Fire Break Exemptions received as follows. Submissions are provided for in Appendix 8.13A and Appendix 8.13B.

**OFFICER RECOMMENDATION**

THAT the Bushfire Advisory Committee:

1. Grants firebreak exemption/variations for a 3 year duration commencing from the 2024/2025 firebreak season and expiring in 2027/2028 for the following properties:

Applicant	Property	Assessment	Years	Fire Season Expiry
Ian Cartwright	Lot 44 (16) Travencore Place, DARDANUP	A8208	3	2027
Kelvin Henderson	Lot 3 (231) Harold Douglas Drive, DARDANUP WEST	A8321	3	2027
Gavern House	Lot 102 (1303) Boyanup-Picton Road, DARDANUP WEST	A8153	3	2027
Glenn Clifton	Lot 4 (17) Bailey Loop, DARDANUP WEST	A4311	3	2027
Michael and Brigitte Milligan	Lot 30 (50) Japonica View, WELLINGTON MILL	A3858	3	2027
Shaun Johnson	Lot 4 (13) South Road, WELLINGTON MILL	A7277	3	2027
Aaron Storey	Lot 82 (31) Harold Douglas Drive, DARDANUP WEST	A4272	3	2027
David and Susanne Nowland	Lot 2 (18) Maguire Place, DARDANUP WEST	A8049	3	2027
Clay Rose	Lot 76 (176-204) Collie River Road, BUREKUP	A7063	3	2027
Helen and Tom Moody	Lot 115 (74) Greenwood Heights, FERGUSON	A3019	3	2027
Frank Willis	Lot 113 (15) Nyleeta Close, FERGUSON	A3017	3	2027
Richard Harvey	Lot 77 (50) Harold Douglas Drive, DARDANUP	A4269	3	2027
Terrina Di Candilo	Lot 1 (3 & 7) Hollyford Place, DARDANUP WEST	A8071	3	2027
Andrew White	Lot 340 (828) Crooked Brook Road, CROOKED BROOK	A11205	3	2027
Simon Wesley	Lot 10 (351) Wellington Mill Road, WELLINGTON MILL	A8378	3	2027
Sydney Graham	Lot 11 (14743) South Western Highway, PICTON EAST	A8300	3	2027
Mark Panizza	Lot 24 (25) Recreation Road, PARADISE	A8260	3	2027

Applicant	Property	Assessment	Years	Fire Season Expiry
Mark Panizza	Lot 16 Boyanup-Picton Road, PARADISE	A8184	3	2027
Mark Panizza	Lot 25 Ferguson Road, DARDANUP	A4132	3	2027
Mark Panizza	Lot 103 Ferguson Road, DARDANUP	A4132	3	2027
Corey Scott	Lot 8 (5) Tweed Chase, CROOKED BROOK	A11935	3	2027
Ellen Jones	Lot 8 (79) South Road, WELLINGTON MILL	A7225	3	2027
Greg Bishop	Lot 85 (146) Padbury Road, DARDANUP WEST	A3702	3	2027
Jeffrey O'Donnell	Lot 507 (82) Killarney Road, DARDANUP WEST	A12203	3	2027
George Loverock	Lot 1 (211) Garvey Road, CROOKED BROOK	A11616	3	2027
Michael Dycer	Lot 20 Calaminda Road, FERGUSON	A11503	3	2027
Paul Lydon	Lot 107 (48) Vera Place, DARDANUP WEST	A8249	3	2027
Benoit and Elizabeth Lassonde	Lot 9 (15) Tweed Chase, CROOKED BROOK	A11936	3	2027
Petrina Graco	Lot 303 (9) Morellini Way, CROOKED BROOK	A10814	3	2027
Jamie Wadey	Lot 24 (41) Japonica View, WELLINGTON MILL	A3853	3	2027
Matthew Cann	Lot 52 (103) King Tree Road, WELLINGTON MILL	A11208	3	2027
Hayley Thompson	Lot 451 (22) Pile Road, FERGUSON	A7154	3	2027
John Banks	Lot 51 Eastern Rise, HENTY	A4139	3	2027
Chris Bouteloup	Lot 1 (927) Crooked Brook Road, CROOKED BROOK	A10798	3	2027
Lee Hutton	Lot 89 Coolabah Cove, WEST DARDANUP	A3658	3	2027

2. Denies firebreak exemption/variations commencing from the 2024/2025 firebreak season for the following property:

Dylan Genefini	Lot 5 (235) Garvey Road, DARDANUP WEST	A11620	3	2027
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*Discussion:*

*Mr Brendan Putt advised the Committee that due to a administrative error the fire break exemption application for Mr Dylan Genefini - Lot 5 (235) Garvey Road, Dardanup West was denied. Mr Putt advised that the FCO, Mr Neil Dwyer supports the application for Mr Dylan Genefini. An amendment to the resolution was made.*

**Change to Officer Recommendation**

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

- *Error on the fire break exemption application, incorrectly resulting in Dylan Genefini of Lot 5 (235) Garvey Road, Dardanup West being denied a firebreak exemption.*

**BUSHFIRE ADVISORY COMMITTEE RESOLUTION**

BFAC 12-24      MOVED -      Mr Chris Hynes      SECONDED -      Mr Neil Dyer

**THAT the Bushfire Advisory Committee:**

**Grants firebreak exemption/variations for a 3 year duration commencing from the 2024/2025 firebreak season and expiring in 2027/2028 for the following properties:**

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Lee Hutton	Lot 89 Coolabah Cove, WEST DARDANUP	A3658	3	2027
Dylan Genefini	Lot 5 (235) Garvey Road, DARDANUP WEST	A11620	3	2027

CARRIED

*Discussion:*

*Mr Brendan Putt and Mr Chris Hynes thanked Mr Halden for his service and efforts in consistently supporting and assisting them and the Bushfire Brigades.*

*The Committee gave Mr Halden a round of applause in appreciation.*

*Mr Murray Halden thanked them for their kind words and stated he has enjoyed the role and wished everyone all the best.*

**9. NEW BUSINESS OF AN URGENT NATURE**

None.

**10. CLOSURE OF MEETING.**

The Chairperson advises that the date of the next Bush Fire Advisory Committee Meeting is to be advised.

There being no further business the Chairperson declared the meeting closed at 7.55pm.