

Chittering Bush Fire Advisory Committee Meeting Minutes

Tuesday, 12 October 2021

Council Chambers, 6177 Great Northern Highway, Bindoon

Commencement: 7:00pm

Closure: 8:44pm

MEMBERSHIP AS AT 18 AUGUST 2021

Members	Deputies
Shire of Chittering Councillor Cr Carmel Ross	Shire of Chittering Councillor Cr Mark Campbell
Chief Executive Officer Matthew Gilfellon	Nil
Community Emergency Services Manager / Chief Bush Fire Control Officer David Carroll	Nil
Deputy Chief Bush Fire Control Officer Southern Region David Wilson	Nil
Deputy Chief Bush Fire Control Officer Central Region Phillip Humphry	Nil
Deputy Chief Bush Fire Control Officer Northern Region Kim Haeusler	Nil
Bindoon Brigade representative Peter Watterston	Bindoon Brigade representative Nic Walter
Lower Chittering Brigade representative Johan Rossouw	Lower Chittering Brigade representative Max Brown
Muchea Brigade representative Shelly Pannell	Muchea Brigade representative Shane Robertson
Upper Chittering Brigade representative Aaron Cover	Upper Chittering Brigade representative Gordon Carter
Wannamal Brigade representative Richard Rose	Wannamal Brigade representative Kim Haeusler
Chittering Incident Support Brigade representative Peter Hall	Chittering Incident Support Brigade representative Paul Groves

Objectives

To make recommendations and advise Council on all matters relating to the Bush Fires Act 1954, Section 67(1).

To liaise with other emergency organisations and relevant bodies with regard to Fire and Emergency Management within the Shire of Chittering. The Committee will advise the local government all matters relating to:

- (a) Preventing, controlling and extinguishing of bush fires
- (b) The planning of the layout of fire-breaks in the district
- (c) Prosecutions for breaches of the Bush Fire Act 1954
- (d) The formation of bush fire brigades and the grouping thereof under group brigade officers
- (e) The ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities
- (f) Any other matter relating to bush fire control whether of the same kind, as, or a different kind from, those specified.

Tenure of Membership

Shall be in accordance with the *Local Government Act 1995, Section 5.11*.

Attendance by Government Agencies

The following are invited (non-voting) to attend meetings of the CBFAC:

- (a) DFES District Officer – North East Metropolitan
- (b) Department of Biodiversity, Conservation & Attractions / Parks and Wildlife Service

Delegated Authority

Nil

Preface

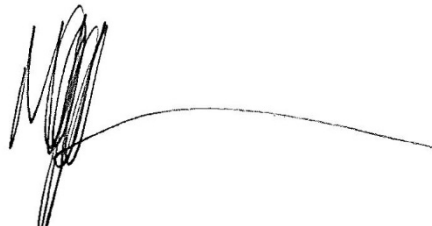
When the Chief Executive Officer approves these Minutes for distribution they are in essence “*Unconfirmed*” until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The “*Confirmed*” Minutes are then signed off by the Presiding Member.

Attachments that formed part of the agenda, in addition to those tabled at the Ordinary Meeting of Council are put together as an addendum to these Minutes.

Unconfirmed Minutes

These minutes were approved for distribution on 15 October 2021



Matthew Gilfellon
Chief Executive Officer

Confirmed Minutes

These minutes were confirmed at a meeting held on 8 March 2022

Signed

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

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1. DECLARATION OF OPENING OF MEETING ANNOUNCEMENTS OF VISITORS

The Chairperson declared the meeting open at 6:59PM

Good evening ladies and gentlemen, we wish to acknowledge the traditional custodians of the land we are meeting on, the Yued people. We would like to pay respect to the Elders of the Nyoongar nation, past and present, who have walked and cared for the land, we acknowledge and respect their continuing culture, and the contributions made to this region.

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

2.1 Attendance

The following members have confirmed their attendance (Quorum – 6 Members):

Members:	Cr Carmel Ross	Council Delegate (Chairperson)
	Cr Mark Campbell	Council Deputy
	Matthew Gilfellow	Chief Executive Officer
	David Carroll	Chief Bushfire Control Officer
	David Wilson	Deputy Chief Bushfire Control Officer – South
	Johan Rossouw	Lower Chittering Volunteer Bushfire Brigade
	Peter Watterston	Bindoon Volunteer Bushfire Brigade
	Aaron Cover	Upper Chittering Volunteer Bushfire Brigade
	Shelly Pannell	Muchea Volunteer Bushfire Brigade
	Kim Haeusler	Deputy Chief Bushfire Control Officer – North
	Richard Rose	Wannamal Volunteer Bushfire Brigade
	Phillip Humphry	Deputy Chief Bushfire Control Officer – Central
	Paul Groves	Chittering Incident Support Brigade

Observers:	Murray McBride	Department of Fire and Emergency Services
	Jodie Connell	Development Services Support Officer (Minute Secretary)
	Graham Furlong	Bushfire Risk Officer
	Simon Cox	Muchea Volunteer Bushfire Brigade
	Alex Espey	Bushfire Volunteers Representative
	Jeremy Tennant	Lower Chittering Volunteer Bushfire Brigade
	Ben Riddle	Lower Chittering Volunteer Bushfire Brigade
	Leanne Bauerle	Lower Chittering Volunteer Bushfire Brigade

2.2 Apologies

Peter Hall	Chittering Incident Support Brigade
Shane Robertson	Muchea Volunteer Bushfire Brigade

2.3 Approved leave of absence

Nil

3. DISCLOSURE OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MINUTES

4.1 Chittering Bushfire Advisory Committee meeting: 9 March 2021

4.1 OFFICER RECOMMENDATION

Moved Peter Watterston / Seconded David Carroll

That the minutes of the Chittering Bushfire Advisory Committee meeting held on Tuesday, 9 March 2021 be confirmed as a true and accurate record of proceedings.

CARRIED UNANIMOUSLY

5. ANNOUNCEMENTS WITHOUT DISCUSSION

5.1 Community Emergency Services Manager / Chief Bushfire Control Officer

Dave Carroll spoke to the following:

- Peter Hall recently had a heart attack and has had emergency surgery and is feeling ok and may be home for the weekend, our thoughts and best wishes go to Pete and Ann at this time.
- Restricted Burning Time commenced 1 October.
- AFAC Bushfire Seasonal Outlook for Spring 2021 – normal fire potential
- National cooperation to deliver standardisation of the Australian Fire Danger Rating System and the Australian Warning System
- Changes to the FDR system – the current system was developed by Alan McArthur in the 50s and 60s and has been used operationally since 1967 and uses 2 fire behaviour models Forest, Grassland and Combined. Will change nationally and become the Australian Fire Danger Rating System. New System uses 8 fire behaviour models - Categories on the FDR signs will most likely drop from 6 to 4
- Changes to the Bushfire Warning System, has become the Australian Warning System and includes Advice, Watch and Act and Emergency Warning and having yellow, orange and red colouring.

Brigade Statistics

	Name of Registered Brigades/Units	Profile of Brigade	No. Incidents 2021 year to date	No. of Registered Members
1	Wannamal Volunteer Bush Fire Brigade	Rural	2	53
2	Bindoon Volunteer Bush Fire Brigade	Urban Defensive Structural	24	39
3	Upper Chittering Volunteer Bush Fire Brigade	Settlement Brigade	26	28
4	Lower Chittering Volunteer Bush Fire Brigade	Urban Defensive Structural	32	54
5	Muchea Volunteer Bush Fire Brigade	Settlement Brigade	29	24
6	Chittering Incident Support Brigade	Comms/Support	3	23

5.2 DFES District Officer – North East Metropolitan

Murray McBride spoke to the following:

- AFAC Review – four operational staff interviewed. The review will be a six week process looking at all different aspects of operations. Last round of interviews this week with different members of DFES.
- Wooroloo Review has presented a few learnings for the North East region including management of machinery during a large scale incident. Another aspect learnt was better utilisation of Community Emergency Services Managers – Mundaring and Chittering were put into Planning Officer roles which took them away from duties relating to their respective Local Governments. DFES are looking at how these issues can be remedied and dealt with in future.
- A recent issue regarding contractors using heavy machinery who are not insured for wildfire was highlighted at AFAC.
- Mitigation burns planned in Darlington and Mahogany Creek.
- Volunteer Preseason Forum – discussion was held regarding a new COVID-19 Policy potentially coming out and implications regarding intrastate and international travel for the purpose of firefighting.

Peter Watterston requested whether Shire heavy machinery was insured for wildfire. Matthew Giffellon stated he would check. David Wilson provided information regarding Gingin’s experience relating to this issue. Further discussion was held by the Committee regarding insurance on plant and wildfire.

5.3 Chief Executive Officer

Nil

6. PREVENTION (MITIGATION, COMPLIANCE AND ENFORCEMENT)

6.1 Update on Fire Danger Rating Sign

Following the meeting held 9 March 2021, Murray McBride spoke to Rachael Parks at Department of Fire and Emergency Services who advised that new signs will be coming in June 2022. Rachael advised that the Local Government should not purchase any more signs at this time. Rachael also mentioned that there could be Federal funding to replace existing signs. At this time, the Shire of Chittering will put the proposed Fire Danger Rating sign proposal on hold until there is more information about the new signs. Murray did not have any further information on this item to provide to the Committee.

6.2 Shire Mitigation Activities under Mitigation Activity Funding

Graham Furlong spoke to the following:

April to June saw focus on engaging contractors to work on BRMS. Included brigade members and vehicles in mitigation and started Bushfire Risk Officer (Rangers & Chief) treatments at Wannamal Tip and Campground, Dampiera Court, Patens Drive, Muchea Reserves at McKenzie Street and Muchea South Reserve crossed with Archibald Street. Great to complete Bindoon-Dewars Pool Road which has been a long time coming. Completed 24 Bushfire Risk Officer visits and conducted Redcross Rediplan Session at Lower Chittering Hall.

July to September was predominantly Djidi-Djidi Ridge Reserve with 140 hours of prescribed burning of grass trees along with chemical work.

- Contractors completed and started Chittering Road verge from Lower Chittering Fire Station to Julimar Road by Eco Landcare sawing and mulching
- Carty Reserve firebreaks and Hart Drive entry
- Payne Street Road Reserve
- Burn Smart at Sussex Bend

I have also applied for MAFGP2122R2 which was submitted on 22nd of September which consists of 50 treatments 50% are verges on critical link roads. Completed 18 Bushfire Risk Officer visits and Shire of Chittering Disasters for Dummies.

October to December, priority is completing jobs on MAFGP2021R2 which finishes 10 November 2021.

- Contractors and Bushfire Risk Officer focused on completion of Chittering road verge from Great Northern Highway to Julimar Road with Entire Fire Management mulching.
- Carty Reserve firebreaks, hazard clearing, stacking and burning next year.
- Brigade Burns if weather suitable
- Djidi-Djidi Ridge Reserve Fire Breaks

Strategic fire break inspections completed Zone 8 Morley and Zone 6 Maryville, completed as time available in conjunction with Rangers. Completed 4 Bushfire Risk Officer visits, Bushfire Ready Facilitator Training and a Redcross Rediplan Session at Lower Chittering Hall.

Ongoing jobs when time prevails:

- Static Water Supply – Mapping, upgrading and maintenance of Shire of Chittering Water Tanks
- Strategic Firebreaks - Mapping, upgrading and maintenance of Shire of Chittering Strategic and alternate firebreaks
- Bushfire Management Plan Properties - Mapping, collecting data and assisting with actions of Bushfire Management Plans including Accommodation and Industrial properties
- Bush Reserves Plan – Mapping, upgrading and maintenance of Shire of Chittering Reserves
- Building the role around keeping community safe from bushfire including launch of bushfire ready newsletter.

Graham requested that brigades conducting mitigation burns let him know where and what they are burning to demonstrate to DFES. Simon provided information regarding padlocks in Muchea. Phillip Humphry requested information regarding a reserve on Hart Drive being burnt. Graham explained the process that reserves go through for funding and burning.

6.3 Compliance

Peter Watterston addressed the meeting regarding the upcoming compliance inspections and requested the Shire to take the wet conditions into account. Peter stated that he has received some feedback from the community regarding this issue. Shelly Pannell provided feedback from a local contractor who had experienced the same issue.

Matthew Gilfellow provided information to the Committee about the approach that Rangers and the Bushfire Risk Officer take when conducting inspections. Johan provided some feedback from a resident regarding the purchase of the property and the poor state it was left in. Graham Furlong talked through the process of Advice of Sales and what Rangers and Administration do in these scenarios. Matthew Gilfellow stated that a service that the Bushfire Risk Officer offers to new landowners is providing education to new landowners to help them achieve compliance. Discussion was held by the Committee regarding sales of property and bushfire compliance.

7. RESPONSE

Nil

8. RECRUITMENT & TRAINING

8.1 Work Health & Safety Legislation Changes

Matthew Gilfellow addressed the meeting and provided an overview of what is known about the new legislation. LGIS have stated that volunteers are deliberately included in this legislation. The legislation introduces industrial manslaughter charges and other types of offences that organisations are liable for and may not be able to insure against. Matthew stated with regard to the activities regarding bushfire fighting, the risk profiles are known. The new legislation has been introduced to address ongoing and repeated negligence in the workplace.

WALGA, LGIS and DFES are known to be looking into the legislation and what it means for all parties and more information will most likely be provided before January. Matthew stated that brigades were already following procedures, conducting training and using the correct appliances and personal protective equipment to conduct brigade operations. Matthew detailed the potential concerns regarding spontaneous volunteers and farmer response units. Matthew and David Carroll will continue to seek more information and clarity regarding the changes and will provide a standard to demonstrate what is required and expected. Matthew asked that all brigades consider their current processes and make sure all information regarding incidents is recorded appropriately.

Peter Watterston requested whether there would be a Shire-based induction process in addition to the brigade specific induction. David Carroll stated that the induction had been recently updated and will ensure that the new aspects introduced by the legislation are incorporated. Matthew Gilfellow stated that there is the potential that firefighting specific safe work method statements (SWMS) may be developed. David Wilson requested information regarding the farmer response units and the responsibility and duty of care for these units. The Committee discussed the responsible parties. Alex Espey provided information regarding farmer response units and which party will be the person conducting business in that scenario. The Committee held further discussion regarding farmer response units, the risk, appropriate and management of units at incidents.

Alex Espey stated that safety has always been a responsibility of individuals and that the new legislation does not change that. The new legislation puts more of a focus on duty of care. Aaron Cover stated that there was a guide already in place for the operation of private vehicles on a fireground which is fit for purpose and that there is already a process in place for registering a private vehicle for use at incidents. Aaron went on to state that there are systems that help manage safety training and related activities.

9. RESOURCES & FACILITIES

9.1 Update on Transition to Volunteer Fire & Emergency Service Brigades

Matthew Gilfellow addressed the meeting and stated that there has been written requests sent to DFES regarding the transition however the letter had not been in line with their requirements – a letter would require the signature of both the Chief Executive Officer and the Brigade Captain. Matthew requested where the brigades stand on the transition. Peter Watterston and Shelly Pannell provided their perspective on the transition based on the information provided. David Wilson stated that more information and clarity was required as there had been contradictory information provided by different parties. Paul Groves requested what the potential impact on the

Chittering Incident Support Brigade could be. Paul stated that there should be more information why changing to Volunteer Fire & Emergency Services would be better. The Committee agreed for Matthew Gilfellon to send new letters to DFES requesting more information on the transition.

9.2 Growth Trends in the Shire

Matthew Gilfellon addressed the meeting and presented a Powerpoint Presentation on current development occurring in the Shire of Chittering. The presentation covered the Muchea Industrial Park, current subdivisions, Scheme Amendments and certain aspects of the Local Planning Strategy.

The Committee agreed for there to be a standing item at future meetings for Matthew Gilfellon to present updates on development in the Shire.

9.3 Future Development in the Shire – Guernsey Rise & Muchea Industrial Park

Johan Rossouw was satisfied with the information that was provided in Item 9.2.

10. COMMUNITY ENGAGEMENT & EDUCATION

Nil

11. 2022 COMMITTEE MEETING DATES & NEXT MEETING

In accordance with clause 1.12.3.11 Meetings in the “Council Committees and Advisory Group” booklet the Chittering Bushfire Advisory Committee are to determine the meeting dates for 2022.

It was discussed at the meeting on 13 October 2020 to hold a meeting in June only as required. Due to Annual General Meetings that occur mid-year it is proposed to reinstate the June meeting. The June meeting helps to facilitate the formal nomination of the next season’s Fire Control Officers, the membership of the Committee and is held at an ideal time to discuss the next season’s Firebreak and Bushfire Hazard Reduction Notice.

Matt provided feedback regarding the reasons for the June meeting being reinstated including the Fire Control Officer endorsement and discussion of the Firebreak Notice.

The dates that are suggested for 2022 are as follows:

- a. Tuesday 8 March
- b. Tuesday 12 June
- c. Tuesday 11 October

11.1 OFFICER RECOMMENDATION

Moved David Wilson / Seconded Peter Watterston

That:

1. The Chittering Bush Fire Advisory Committee meeting dates for 2022 are as follows:
 - a. Tuesday 8 March
 - b. Tuesday 12 June
 - c. Tuesday 11 October
2. The Chittering Bush Fire Advisory Committee meetings will be held in the Council Chambers, 6177 Great Northern Highway, Bindoon commencing at 7pm.

CARRIED UNANIMOUSLY

12. CLOSURE

The Chairperson declared the meeting closed at 8:44PM