

**Chittering Bush Fire Advisory Committee
Meeting Minutes
Tuesday 13 June 2023**

**Council Chambers, 6177 Great Northern Highway, Bindoon
Commencement: 7:00PM Closure: 7:58PM**

MEMBERSHIP AS ENDORSED 14 DECEMBER 2022

Members	Deputies
Shire of Chittering Councillor Cr Carmel Ross	Shire of Chittering Councillor Cr David Dewar
Chief Executive Officer Melinda Prinsloo	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 Jeremy Tennant	Lower Chittering Brigade representative Max Brown
Muchea Brigade representative Shelly Pannell	Muchea Brigade representative James Marotta
Upper Chittering Brigade representative Aaron Cover	Upper Chittering Brigade representative Gordon Carter
Wannamal Brigade representative Richard Rose	Wannamal Brigade representative Clayton Smith
Chittering Incident Support Brigade representative Paulette Embling	Chittering Incident Support Brigade representative Peter Hall

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

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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 June 2023.



Confirmed Minutes

These minutes were confirmed at a meeting held on 10 October 2023.

Signed

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

1. DECLARATION OF OPENING OF MEETING ANNOUNCEMENTS OF VISITORS

The Chairperson declared the meeting open at 7:02PM.

Good evening ladies and gentlemen, we wish to acknowledge the traditional custodians of the land within the Shire of Chittering, the Yued and Whadjuk peoples. 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.

Cr Ross acknowledged the recent incidents involving first responders and held a one minute silence in respect.

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)
	Melinda Prinsloo	Chief Executive Officer
	Dave Carroll	Chief Bushfire Control Officer
	David Wilson	Deputy Chief Bushfire Control Officer – South
	Jeremy Tennant	Lower Chittering Volunteer Bushfire Brigade
	Aaron Cover	Upper Chittering Volunteer Bushfire Brigade
	Paul Groves	Chittering Incident Support Brigade
	Kim Haeusler	Deputy Chief Bushfire Control Officer - North
Observers:	Max Brown	Lower Chittering Volunteer Bushfire Brigade
	Murray McBride	Department of Fire and Emergency Services
	Neil Harvey	Bindoon Volunteer Bushfire Brigade
	Will Lee	Upper Chittering Volunteer Bushfire Brigade
	Gordon Carter	Upper Chittering Volunteer Bushfire Brigade
	Jodie Connell	Development Services Support Officer (Minute Secretary)

2.2 Apologies

Shelly Pannell	Muchea Volunteer Bushfire Brigade
James Marotta	Muchea Volunteer Bushfire Brigade
Clayton Smith	Wannamal Volunteer Bushfire Brigade
Dennis Badcock	Bindoon Volunteer Bushfire Brigade
Phill Humphry	Deputy Chief Bushfire Control Officer – Central
Cr David Dewar	Councillor

2.3 Approved leave of absence

Nil

3. DISCLOSURE OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MINUTES

4.1 Chittering Bushfire Advisory Committee meeting: 14 March 2023

The minutes were adopted as a true reflection of the meeting held on 14 March, with one minor amendment to rectify a typo.

4.1 OFFICER RECOMMENDATION

Moved Jeremy Tennant/ Seconded Aaron Cover

That the minutes of the Chittering Bushfire Advisory Committee meeting held on Tuesday, 14 March 2023 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:

Unrestricted Burning Time until 1 October (4 months)

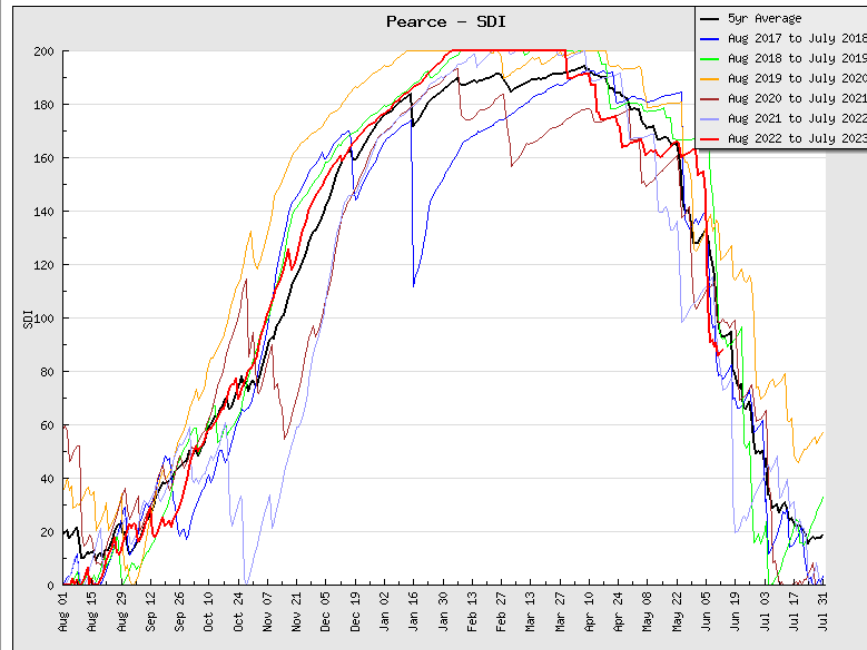
Incidents attended and statistics for Shire of Chittering brigades since 1 July 2022.

OIS Unit Online Reports/Regional Reports/LG Volunteer Listing Summary							
Brigade Turnout Summary with Incident Type							
	Brigade	Brigade Profile	New Members 2022/23	Registered Members June 2023	Incident Turnout 20/21	Incident Turnout 21/22	Incident Turnout 22/23
1	Muceha VBFB	Settlement Brigade	2	19	45	36	62
2	Lower Chittering VBFB	Urban Defensive Structural	9	45	52	40	64
3	Upper Chittering VBFB	Settlement Brigade	1	23	43	34	58
4	Bindoon VBFB	Urban Defensive Structural	5	22	51	35	60
5	Chittering ISB	Comms/Support	2	16	4	6	5
6	Wannamal VBFB	Rural	1	35	7	6	15
	Total		20	160	202	157	264

He furthermore expressed his thanks to Councillors Carmel Ross and David Dewar, CEO Melinda Prinsloo, and DFES Murray McBride for their ongoing support of him and the brigades.

SDI 13 June 2023

Pearce SDI



Bureau of Meteorology Long-range forecast overview

Issued: 8 June 2023

Rainfall Summary: drier than average July to September for much of Australia

For July, below median rainfall is likely to very likely (60% to greater than 80% chance) for most of Australia, excluding some regions of east coast Australia, northern and western Australia, and southern Tasmania.

For July to September, below median rainfall is likely to very likely (60% to greater than 80% chance) for much of Australia, excluding coastal NSW, parts of northern Australia and a band stretching from the Ningaloo Coast of Western Australia to central South Australia.

For July to September, large parts of far southern mainland Australia are at least twice as likely to receive unusually low rainfall (where unusually low rainfall equates to the driest 20% of July to September periods over 1981–2018).

Past accuracy of July to September long-range forecasts for the chance of above median rainfall has generally been moderate to high for most of Australia, increasing to high to very high for parts of eastern Australia.

Temperature Summary:

Warmer than average days and nights for most of Australia during July to September

For July, above median maximum temperatures are likely to very likely (60% to greater than 80% chance) for most of Australia, excluding some small areas in the northern tropics.

For July to September, above median maximum temperatures are very likely (greater than 80% chance) for most of Australia, decreasing to likely (60 to 80% chance) for most of the northern tropics.

Most of the southern two-thirds of Australia is at least three times more likely than average to experience unusually high maximum temperatures during July to September (where unusually high maximum temperatures equate to the warmest 20% of records at this time of the year), with areas of south-east and western Australia being more than four times as likely to experience unusually high maximum temperatures.

For July, above average minimum temperatures are likely to very likely (60% to greater than 80%) for most of Tasmania, some southern and eastern coastal regions, parts of the northern tropics and parts of western and northern Western Australia. Below average minimum temperatures are likely (60-80%) for a region of eastern South Australia.

For July to September, minimum temperatures are likely to very likely (60% to greater than 80% chance) to be above median for most of Australia.

Past accuracy of the July to September chance of above median maximum temperature long-range forecasts has been moderate to high across most of Australia, excluding a region in the south-east of the Northern Territory extending into western Queensland where accuracy drops to low. For minimum temperatures, accuracy has been moderate to very high, excluding most of the western half of Western Australia and south-east Australia, where accuracy drops to low.

5.2 DFES District Officer – North East Metropolitan

Murray McBride spoke to the following:

- DFES State Operations will be requesting expressions of interest through the Community Emergency Service Managers for firefighters who are able to attend international deployment to assist in the current wildfires in Canada.
- There have been some mitigation burns conducted recently in Mundaring - thanks was given to those who assisted.
- WAFES Conference in September – people who wish to attend should register in advance as there is the potential extra costs may be incurred in relation to accommodation. There have been issues in previous years with regard to numbers and availability.
- Two operational courses are being organised – Murray is currently waiting for numbers for attendance in order to book in dates.
- Current industrial action has caused DFES training to be postponed.
- A response plan for the Bindoon Army Camp was created before previous high threat period. The response plan is currently being reviewed and worked on for the next high threat period.
- A working group has been assembled regarding the DFES Total Fire Ban procedures. Feedback regarding the Fire Danger Rating system can be passed to Murray to relay.
- Chief Bushfire Control Officer Forum is being held from Wednesday 19 July to Friday 21 July. This is available for Deputy Chiefs to attend also.

5.3 Chief Executive Officer

Melinda Prinsloo spoke to the following:

- Deep appreciation and thanks to:
 - Every volunteer, for making the community a safer place. For members and for their families supporting them when volunteering;
 - The Deputy Chiefs - Kim, Phil and Dave - for their hard work and support throughout the year; and
 - Paul and Dennis for their ongoing support of Bindoon Volunteer Bush Fire Brigade as Executive Managers.
- Melinda stated that she hoped to see all members and their partners at the Recognition Event being held Saturday 17 June.

6. PREVENTION (MITIGATION, COMPLIANCE & ENFORCEMENT)

6.1 New Norcia Incident & the Bindoon Bypass

Kim Haeusler addressed the meeting and stated that over the past few months that there had been multiple incidents involving trucks carrying Ammonium Nitrate. He stated that there was a considerable risk to Bindoon with the amount of traffic that passed through the town site carrying the same type of cargo. Kim enquired whether Shire had heard from Main Roads regarding when they expected to continue construction of the Bindoon Bypass.

Cr Carmel Ross stated that there had been limited correspondence with updates. She continued that when inspected, the information pertaining to this project on the Main Roads website had not been updated for a year. Cr Ross suggested that it was possible that Council and the Shire could use these recent incidents as a basis to lobby the state government to get the Bindoon Bypass to be completed.

The details of the New Norcia incident were discussed and the impact of the evacuation of the town. Dave Carroll provided an update regarding his recent correspondence with Main Roads. Further discussion was held by the Committee regarding the status of the Bindoon Bypass project.

Paul Groves enquired whether an exercise had been conducted on evacuating the town in the event of a similar incident.

Murray McBride stated that exercises of a similar nature had been held and the purpose of LEMC for exercising. The Committee held further discussion on impact of an incident occurring in Bindoon. Murray provided information about DFES HAZMAT and what work they are doing since the recent incident.

Gordon Carter enquired about response to sodium cyanide and what the response would be in such an incident. The Committee discussed incident response and responsibility of Hazard Management Agencies, in particular transport related incidents.

Cr Carmel Ross enquired whether an exercise could be run at a future LEMC meeting and whether Main Roads WA attend to provide input and outline their involvement. The Committee had further discussion on response and moved the following motion:

MOTION

Moved Kim Haeusler/ Seconded Paul Groves

That the Committee recommends to Council that the Chief Executive Officer:

- 1. Resumes lobbying Main Roads WA to proceed with the construction of the Bindoon Bypass with particular focus on the danger posed to the town of Bindoon by the large number of placarded trucks with hazardous materials passing through the townsite.**
- 2. Make contact with Main Roads WA requesting details of their response plans for emergencies that arise in or near Bindoon until the Bypass has been constructed.**

CARRIED

7. RECRUITMENT & TRAINING

7.1 Leadership Training

David Wilson addressed the meeting to present information about a Leadership Development Program for members of the Chittering Fire Service. A recent meeting was held with Captains and challenges faced by brigades with regards to membership and future management of the brigades. To date, there had been overwhelming support for the program.

David detailed what the program entailed and what was planned to implement the program in future. He stated that some other exercises were planned to help develop members in a more proactive way. David requested feedback from the brigades on what would work to ensure the program's success. Other Community Emergency Service Managers have also shown interest in the program and it does not conflict with existing DFES courses.

8. FIRE CONTROL OFFICER NOMINATIONS

File ref	ES.PLN.2023/24
Author	Development Services Support Officer
Disclosure of interest	The officer has an impartiality interest as a member of the Upper Chittering Volunteer Bushfire Brigade
Voting requirements	Simple Majority

Executive Summary

The Committee is requested to endorse the Fire Control Officers nominations for the 2023/2024 financial year.

Background

The Shire's volunteer bush fire brigades conduct their Annual General Meetings during the month of May each year. At the Annual General Meeting, each brigade member(s) are to be nominated to the Chittering Bush Fire Advisory Committee to serve as Fire Control Officers for their brigade until their next Annual General Meeting.

At the time of distribution of the Agenda, Chittering Incident Support, Upper Chittering, Lower Chittering and Muchea brigades have forwarded the outcome from their respective Annual General Meetings.

Consultation Summary

Local

Chittering Incident Support Brigade
Upper Chittering Volunteer Bush Fire Brigade
Lower Chittering Volunteer Bush Fire Brigade
Muchea Volunteer Bush Fire Brigade

State

Nil

Legislative Implications

Local

- *Bush Fire Brigades Local Law 2012*

3.6 Holding of annual general meeting

A bush fire brigade is to hold its annual general meeting during the month of May each year.

3.7 Nomination of bush fire control officers to Bush Fire Advisory Committee

At the annual general meeting of a bush fire brigade, brigade member/s are to be nominated to the Bush Fire Advisory Committee to serve as the bush fire control officer for the brigade until the next brigade annual general meeting.

3.8 Minutes to be tabled before the Bush Fire Advisory Committee

- (1) *The brigade Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the Chief Bush Fire Control Officer within one month after the meeting.*
- (2) *The Chief Bush Fire Control Officer is to table the minutes of the bush fire brigade's annual general meeting at the next meet of the—*
 - Bush Fire Advisory Committee; or*
 - Council, if there is no Bush Fire Advisory Committee.*

following their receipt under subclause (1)

3.9 Functions of Advisory Committee

The Bush Fire Advisory Committee is to have the functions set out in section 67 of the Act and is to include such number of nominees of the bush fire brigades as determined by the local government.

3.10 Advisory Committee to nominate bush fire control officers

As soon as practicable after the annual general meeting of each bush fire brigade in the district, the Bush Fire Advisory Committee is to nominate to the local government from the persons nominated by each bush fire brigade a person for the position of a bush fire control officer for the brigade area.

3.11 Local government to have regard to nominees

When considering persons for the position of a bush fire control officer, the local government is to have regard to those persons nominated by the Bush Fire Advisory Committee, but is not bound to appoint the persons nominated.

3.12 Advisory Committee to consider bush fire brigade motions

The Bush Fire Advisory Committee is to make recommendations to the local government on all motions received by the Bush Fire Advisory Committee from bush fire brigades.

State

• Bush Fires Act 1954

43. Election and duties of officers of bush fire brigades

A local government which establishes a bush fire brigade shall by its local laws provide for the appointment or election of a captain, a first lieutenant, a second lieutenant, and such additional lieutenants as may be necessary as officers of the bush fire brigade, and prescribe their respective duties.

[Section 43 amended by No.51 of 1979 s.5; No.14 of 1996 s.4.]

Policy Implications

State

Nil

Local

Nil

Financial Implications

There will be costs incurred for the advertising of the appointed Fire Control Officers, which has been allowed for in the Shire's draft 2023/2024 Annual Budget.

Strategic Assessment / Implications

Local

- Strategic Community Plan 2017-2027

Focus area: Our community

Objective: S1.2 Strong sense of community

Strategy: S1.2.1 Actively support community, volunteer groups and networks

Objective: S1.3 A safe and healthy community

Strategy: S1.3.1 Improve the safety of our community

Focus area: Our natural environment

Objective: S2.3 Protection of life and property

Strategy: S2.3.1 Improve Bush Fire preparedness and recovery

State

Nil

Site Inspection

Not applicable

Risk Assessment / Implications

Low likelihood of medium risk

Officer Comment/Details

The Chittering Bush Fire Advisory Committee is to consider the nominations that have been presented from each Brigade's Annual General Meeting for the position of Fire Control Officer. The position of Chief Bush Fire Control Officer is filled by the Shire's Community Emergency Services Manager.

All Fire Control Officer Positions from each Brigade become vacant annually in May, and it is the responsibility of each Brigade to provide their nominations to the Chittering Bush Fire Advisory Committee Secretary following their Annual General Meeting.

8.0 OFFICER RECOMMENDATION

Moved David Wilson / Seconded Aaron Cover

That the Committee recommend to Council the following appointments:

1. **Fire Control Officer:**
 - a. James Marotta and Tammy Foster representing Muchea Volunteer Bush Fire Brigade.
 - b. Jeremy Tennant and Graham Furlong representing Lower Chittering Volunteer Bush Fire Brigade.
 - c. Aaron Cover representing Upper Chittering Volunteer Bush Fire Brigade.
 - d. Dennis Badcock and Paul Groves representing Bindoon Volunteer Bush Fire Brigade.
 - e. Clayton Smith representing Wannamal Volunteer Bush Fire Brigade.
 - f. Matthew Johns, Barry Cilliers and Graham Furlong representing the Shire of Chittering.
2. **Captain and Fire Control Officer**
 - a. Shelly Pannell, Captain of Muchea Volunteer Bush Fire Brigade.
 - b. Jeremy Tennant, Captain of Lower Chittering Volunteer Bush Fire Brigade.
 - c. Will Lee, Captain of Upper Chittering Volunteer Bush Fire Brigade.
 - d. Neil Harvey, Captain of Bindoon Volunteer Bush Fire Brigade.
3. **Deputy Chief Bush Fire Control Officer:**
 - a. David Wilson representing the South region.
 - b. Phillip Humphry representing the Central region.
 - c. Kim Haeusler representing the North Region.
4. **David Carroll as the Chief Bush Fire Control Officer.**

CARRIED UNANIMOUSLY

9. MEMBERSHIP OF THE COMMITTEE

File ref	ES.PLN.2023/24
Author	Development Services Support Officer
Disclosure of interest	The officer has an impartiality interest as a member of the Upper Chittering Volunteer Bushfire Brigade
Voting requirements	Simple Majority

Executive Summary

Members of the Chittering Bush Fire Advisory Committee are requested to nominate for positions on the Committee, as following the Brigades Annual General Meeting members may be retired or not nominated for the coming year.

Background

As at 14 December 2022, the membership of the Committee was as follows:

- Cr Carmel Ross Council Member (Delegate)
- Cr David Dewar Council Member (Deputy)
- Melinda Prinsloo Chief Executive Officer
- David Carroll Community Emergency Services Manager/Chief Bush Fire Control Officer
- David Wilson Deputy Chief Bush Fire Control Officer - Southern Region
- Phillip Humphry Deputy Chief Bush Fire Control Officer - Central Region
- Kim Haeusler Deputy Chief Bush Fire Control Officer - Northern Region
- Peter Watterston Bindoon Brigade representative (Delegate)
- Nic Walter Bindoon Brigade representative (Deputy)
- Jeremy Tennant Lower Chittering Brigade representative (Delegate)
- Max Brown Lower Chittering Brigade representative (Deputy)
- Shelly Pannell Muchea Brigade representative (Delegate)
- James Marotta Muchea Brigade representative (Deputy)
- Aaron Cover Upper Chittering Brigade representative (Delegate)
- Gordon Carter Upper Chittering Brigade representative (Deputy)
- Richard Rose Wannamal Brigade representative (Delegate)
- Kim Haeusler Wannamal Brigade representative (Deputy)
- Paulette Embling Chittering Incident Support Brigade representative (Delegate)
- Peter Hall Chittering Incident Support Brigade representative (Deputy)

Consultation Summary

Local

Chittering Bush Fire Advisory Committee

State

Nil

Legislative Implications

State

- *Local Government Act 1995, s5.12 and s5.13*

Local

Nil

Policy Implications

State

Nil

Local

Nil

Financial Implications

Nil

Strategic Assessment / Implications

- Strategic Community Plan 2017-2027
Focus area: Our natural environment
Objective: S2.3 Protection of life and property
Strategy: S2.3.1 Improve Bush Fire preparedness and recovery

Site Inspection

Not applicable

Risk Assessment / Implications

Low likelihood of medium risk

Officer Comment/Details

The members present are now required to nominate for positions on the Committee, as following the Brigades Annual General Meeting members may be retired or not nominated for the coming year.

9.0 OFFICER RECOMMENDATION

Moved Jeremy Tennant / Seconded David Wilson

That the Chittering Bush Fire Advisory Committee recommends to Council that membership effective 13 June 2023 is as follows:

Delegate	Deputy
Cr Carmel Ross	Cr David Dewar
Melinda Prinsloo, Chief Executive Officer	Nil
Dave Carroll, Community Emergency Services Manager/Chief Bush Fire Control Officer	Nil
David Wilson, Deputy Chief Bush Fire Control Officer - Southern Region	Nil
Phill Humphry, Deputy Chief Bush Fire Control Officer - Central Region	Nil
Kim Haeusler, Deputy Chief Bush Fire Control Officer - Northern Region	Nil
Neil Harvey, Bindoon Volunteer Bush Fire Brigade	Dennis Badcock, Bindoon Volunteer Bush Fire Brigade
Jeremy Tennant, Lower Chittering Volunteer Bush Fire Brigade	Graham Furlong, Lower Chittering Volunteer Bush Fire Brigade
Shelly Pannell, Muchea Volunteer Bush Fire Brigade	James Marotta, Muchea Volunteer Bush Fire Brigade
Aaron Cover, Upper Chittering Volunteer Bush Fire Brigade	Will Lee, Upper Chittering Volunteer Bush Fire Brigade
Clayton Smith, Wannamal Volunteer Bush Fire Brigade	Daniel Smith, Wannamal Volunteer Bush Fire Brigade
Paul Groves, Chittering Incident Support Brigade	Ian Wright, Chittering Incident Support Brigade

CARRIED UNANIMOUSLY

10. LONG SERVICE AWARD

Cr Ross addressed the Committee and awarded Max Brown for 49 years of service as a volunteer for the Lower Chittering Volunteer Bush Fire Brigade and for his service as a Fire Control Officer during that time.

Cr Carmel Ross enquired if there was any other business.

Paul Groves requested what impacts the proposed Aboriginal Cultural Heritage Act will have on bushfire compliance in future. Murray stated that it would have no impact on response to incidents, however it would have impact on compliance activities.

Gordon Carter enquired about the impact on hazard reduction burning. Discussion was held by the Committee about the proposed legislation.

Melinda provided some proposed details that were in the legislation including different aspects the legislation may impact as well as what the Shire is currently doing in response as well as WALGA's involvement. The Committee discussed the local Aboriginal elders and procedures that may need to be implemented in future.

ACTION

That the Shire conducts further research into the Aboriginal Cultural Heritage Act and is to provide an update to members at the next Committee meeting.

David Carroll addressed the meeting and acknowledged Gordon Carter for his service to the Shire of Chittering as a Fire Control Officer.

11. NEXT MEETING

That the next meeting of the Chittering Bush Fire Advisory Committee is scheduled for Tuesday, 10 October 2023 commencing at 7pm.

12. CLOSURE

The Chairperson declared the meeting closed 7:58PM.