



**Chittering Bush Fire Advisory Committee
Meeting Minutes
26 March 2024**

To be held at Council Chambers, 6177 Great Northern Highway, Bindoon
Commencing at 7:00PM

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	Nil
Deputy Chief Bush Fire Control Officer Southern Region	Nil
Deputy Chief Bush Fire Control Officer Central Region	Nil
Deputy Chief Bush Fire Control Officer Northern Region Kim Haeusler	Nil
Bindoon Brigade representative Neil Harvey	Bindoon Brigade representative Dennis Badcock
Lower Chittering Brigade representative Jeremy Tennant	Lower Chittering Brigade representative Graham Furlong
Muchea Brigade representative Shelly Pannell	Muchea Brigade representative James Marotta
Upper Chittering Brigade representative Aaron Cover	Upper Chittering Brigade representative Will Lee
Wannamal Brigade representative Clayton Smith	Wannamal Brigade representative Daniel Smith
Chittering Incident Support Brigade representative Paul Groves	Chittering Incident Support Brigade representative Ian Wright

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:

- Preventing, controlling and extinguishing of bush fires
- The planning of the layout of firebreaks in the district
- Prosecutions for breaches of the Bush Fire Act 1954
- The formation of bush fire brigades and the grouping thereof under group brigade officers
- The ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities
- 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:

- DFES District Officer – North East Metropolitan
- 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
8 April 2024.



Confirmed Minutes

These minutes were confirmed at a meeting held on 11 June 2024.

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 7:03PM

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.

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
	Graham Furlong	Chief Bushfire Control Officer
	Aaron Cover	Upper Chittering Volunteer Bush Fire Brigade
	Paul Groves	Chittering Incident Support Brigade
	Jeremy Tennant	Lower Chittering Volunteer Bush Fire Brigade
	Dan Smith	Wannamal Volunteer Bush Fire Brigade
	Neil Harvey	Bindoon Volunteer Bush Fire Brigade
	Kim Haeusler	Deputy Chief Bush Fire Control Officer – North

Observers:	Jodie Connell	Development Services Support Officer (Minute Secretary)
	Jake Whistler	Executive Manager Development Services
	Ian Wright	Chittering Incident Support Brigade

2.2 Apologies

Shelly Pannell	Muchea Volunteer Bush Fire Brigade
Murray McBride	Department of Fire and Emergency Services
Tammy Foster	Muchea Volunteer Bush Fire Brigade
Will Lee	Upper Chittering Volunteer Bush Fire Brigade

Shelly, Murray and Will have been deployed to the Waroona Bushfire.

2.3 Approved leave of absence

Nil

3. DISCLOSURE OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MINUTES

4.1 Chittering Bushfire Advisory Committee meeting: 17 October 2023

4.1 OFFICER RECOMMENDATION

Moved Aaron Cover / Seconded Paul Groves

That the minutes of the Chittering Bushfire Advisory Committee meeting held on Tuesday, 17 October 2023 be confirmed as a true and accurate record of proceedings.

CARRIED UNANIMOUSLY

5. ANNOUNCEMENTS WITHOUT DISCUSSION

5.1 Chief Bushfire Control Officer

Graham Furlong presented to the Committee. The presentation will be circulated to the Committee with the minutes.

5.2 Chief Executive Officer

Melinda Prinsloo spoke to the following:

- Melinda expressed her gratitude to all members who have turned out to the incidents over the previous season, including members who have also attended fires out of area. Melinda stated that she was grateful to those who have reciprocated for the brigades that helped Chittering.
- Melinda requested that Captains please let her, and Graham know about their Annual General Meeting dates in May, as they would both like to attend.

Daniel highlighted that May is not an ideal time for Wannamal to have a meeting due to farming activities. The Committee discussed the reasons that Annual General Meetings are held in May.

Paul Groves enquired about the process for the brigade books to be audited. The Committee discussed the procedure in relation to the Brigades Local Law.

6. MATTERS ARISING FROM PREVIOUS MINUTES

6.1 Motion Passed – Requesting a Speed Camera in Bindoon Townsite

Melinda Prinsloo stated that she had contact with multiple agencies regarding the possibility of getting a speed camera in Bindoon Townsite. The agencies contacted have stated that they would not be installing a speed camera and that the current signage on either side of town suffices.

6.2 Regulation of Private Waste Facilities in the Shire of Chittering

Melinda Prinsloo provided information about how private waste facilities are regulated by Department of Water and Environmental Regulation. Aaron Cover requested whether it would be up to a brigade to approach DWER about their concerns and Melinda confirmed that would be the case. Details regarding the Propagation View HAZMAT fire were discussed by Committee members.

6.3 Power Connection to Bore in Lower Chittering

Graham Furlong reaffirmed that there was no update as per his presentation. Jeremy requested whether the Shire would be able to provide a generator if required which was confirmed by Melinda and Graham.

7. PREVENTION (MITIGATION, COMPLIANCE & ENFORCEMENT)

7.1 Firebreak Inspections 2023/2024

Graham Furlong presented the statistics on firebreaks for the previous season. Paul Groves enquired about the infringements, work orders and the inspection process. Paul stated that the Shire should be issuing infringements earlier in the season to address non-compliance. Graham and Melinda described the Shire's approach when dealing with non-compliance and how it is difficult to infringe everyone on the first offence due to different factors. Paul provided information about the approach at the Shire of Gingin. The Committee discussed the approach to non-compliance for firebreak inspections and the current strategy in place.

Graham provided information to the Committee about permits and the transition to the Restricted Burning Time on 1 April 2024. Information from the Commissioner was shared with the Committee.

7.2 Review of the Online Permit to Burn System

Jeremy Tennant addressed the Committee and described how all requests for permits received were denied due to non-compliance. Jeremy provided some feedback about the current wording on the online system. Jeremy requested whether the process could be reviewed and provided some suggestions to be considered. Options were discussed by the Committee around how the system could be improved, and how education is implemented. Discussion was held by Committee members about permit holders understanding that they are liable should their burning activity get out of control or cause any damage. Members of the Committee were requested by Melinda to send their feedback to Jodie for collation.

8. GENERAL BUSINESS

8.1 Significant Areas in the Shire of Chittering

Jeremy requested information on how fires can be managed with known significant Aboriginal Heritage areas in the Shire of Chittering. Melinda stated that the request for information would be taken on notice and feedback will be provided to the Committee on how to proceed in future. Graham stated that for now, if requiring heavy machinery needs to be used, speak with DFES management to get an Aboriginal Liaison Officer to assist. The correct procedure was discussed by the Committee. Paul Groves also stated that when FES Maps are provided, the overlay that shows significant areas will be added to assist.

9. NEXT MEETING

The next meeting of the Chittering Bush Fire Advisory Committee is scheduled for Tuesday, 11 June 2024 commencing at 7pm.

10. CLOSURE

The Chairperson declared the meeting closed at 8:33PM.