



Shire of
Serpentine
Jarrahdale

Bush Fire Advisory Committee

Minutes

21 April 2022

1900hrs

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In Person

Shire of Serpentine Jarrahdale

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Open Monday to Friday 8.30am-5pm (closed public holidays)



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Dear Committee Member

Minutes of the Bush Fire Advisory Committee Meeting held on Thursday, 21 April 2022 via the Shire of Serpentine Jarrahdale's Microsoft Teams Platform.

The Executive Officer, Andrew Trosic, declared the meeting open at 1900hrs and welcomed Councillors, Committee Members, and Staff, and acknowledged that the meeting was being held on the traditional land of the Noongar People and paid his respects to the Traditional Owners, Elders Past, Present and Emerging.

The Chairperson, Chris Burgess, shared some Teams Meeting Etiquette guidelines to ensure the smooth running of the meeting.

Agenda

1. Attendances and Apologies (including leave of absence):

Voting Delegates

Leigh Mulholland	Chief Bush Fire Control Officer
Chris Burgess	Keysbrook Captain (Chairperson)
Jess Gibson	Byford Captain
Sarah Davis	Jarrahdale Captain
Dave Richer	Captain Emergency Support Brigade

Non-Voting Delegates

Andrew Trosic	Director Development Services
Mike Ward	Acting District Officer South East Department Fire and Emergency Services
Jason White	Deputy Chief Bush Fire Control Officer 2
Chris Wells	Deputy Chief Bush Fire Control Officer 3
David Gibson	Deputy Chief Bush Fire Control Officer 4
Nathan Carrall	1 st Lieutenant Emergency Support Brigade
Nathan Houweling	Acting Mundijong Captain
Helen Ball	Minute Taker / Administration

Apologies

Cr Gary Singh	Council Delegate
Cr Dave Atwell	Council Delegate
Mike Ross	Oakford Captain (Deputy Chairperson)



Scott Jones	Serpentine Captain
Martin Spibey	Acting Mundijong Captain
Ken Elliott	Deputy Chief Bush Fire Control Officer 1
Helen Sarcich	Deputy Chief Executive Officer/Director Community and Organisational Development
Phil Griffiths	Department of Biodiversity, Conservation and Attractions

2. Declaration of Councilors, Officers and Committee Members interest:

Nil

3. Minutes of Previous Meeting:

3.1 Bush Fire Advisory Committee Meeting - 18 November 2021

3.1/04/22 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

Moved D Richer, seconded S Davies

That the Minutes of the Bush Fire Advisory Committee Meeting held on 18 November 2021 be confirmed (E21/12517).

CARRIED UNANIMOUSLY 5/0

4. Standing Items:

4.1 Status Report

The **status report** provides members with a list of resolutions passed by the Committee and any actions associated with the resolution. This report will be updated as required until actions / resolutions have been completed. At this point in time, Resolution No. 7.2/11/21 (*refer below*) is still being worked on and will be reported back to the Committee once completed.

That the Bush Fire Advisory Committee ENDORSES that the Infrastructure Directorate produce a consolidated road verge management plan that includes:

- a. Annual spraying and fuel hazard reduction programme:*
- b. A transition plan to facilitate the transformation from current state to an annual maintenance steady state:*
- c. Seek input into the verge treatment plan from the Shire's Emergency Services Department and the Shire's Bush Fire Brigades during development of the plans.*

It was noted that the Chairperson requested updates on timeframes and progress regarding the above. The Director Development Services advised that the Infrastructure Directorate are still investigating the matter, and will be reporting to Council once investigations have been completed.



5. Agency and Brigade Reports

5.1 Shire Report – Draft 20 Year Facilities Plan for the Shire’s Six Bush Fire Brigades, Emergency Support Brigade and SES Unit

5.1.1/04/22 – Draft 20 Year Facilities Plan for the Shire’s Six Bush Fire Brigades, Emergency Support Brigade and SES Unit	
Responsible Officer:	Director Development Services
Senior Officer/s:	Director Development Services
Disclosure of Officers Interest:	No Officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i>

Authority / Discretion

Information	For the Council / Committee to note.
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Report Purpose

The purpose of this report is to request that the Committee support, and recommend to Council, endorsement of the Draft 20 Year Facilities Plan for the Shire’s Six Bush Fire Brigades, Emergency Support Brigade and SES Unit (hereafter referred to as Facilities Plan).

In order to ensure that the Shire is able to be in the optimal position to plan and deliver its facility infrastructure objectives, the Shire has prepared its inaugural 20 Year Facilities Plan. This Facilities Plan provides an evidence-based framework to assist Council, firstly, and secondly funding providers, to be able to consider the short, medium and long term infrastructure timing and priorities for the Shire.

The Facilities Plan takes a 20 year perspective of station infrastructure, and seeks to define future infrastructure timing, need and capacity to deliver. It addresses emerging trends, the results of collaboration with the Shire’s brigades, SES and DFES, and has awareness as to the changing nature of risk on the landscape.

Relevant Previous Decisions of Committee

Nil.

Background

The Shire of Serpentine Jarrahdale is a local government district comprising a range of natural and built landscapes, varying landscape interfaces and a high risk associated with bushfire. Being outside the gazetted fire district of Perth, the Shire manages its risk of bushfire through establishing and maintaining six volunteer bushfire brigades and one



volunteer emergency support brigade. It also maintains a Department of Fire and Emergency Services (DFES) established volunteer State Emergency Services unit.

The Shire builds a strong community partnership based on shared responsibility, so that the combination of highly skilled bushfire volunteers, brigades themselves, community groups and private land management by owners, provides the strategic risk management of bushfire. These capabilities are also called upon in other high risk natural disasters, for example major storm or flood damage.

The Shire's population is rapidly growing, with its 2022 population of 36,403 growing to a predicted 68,335 by 2036 - an 87.72% increase over this 15-year period, or annual growth rate of 5.85%. To help understand this growth, the increase represents on average 600 to 700 new dwellings each year, and between 1200 to 1500 new residents each year. The planned growth for the Shire reflects the intended creation of urban villages contained by surrounding ribbons of rural residential, rural and natural landscapes. This aims to protect the unique character and feel of the Shire's settlement area - the growing urban nodes of Byford and Mundijong, the rural hamlets of Serpentine and Jarrahdale, the tamed open rural land and beyond this, the untamed natural environment and State Forest.

Over the life of this Facilities Plan, there will be greater degrees of rural and urban interface, and thus a continuing need to ensure the bushfire brigades, emergency support brigade and SES units remain contemporary with particular emergency service infrastructure that will meet future need. Also, in the first 5 years of the Facilities Plan, there will be the establishment by DFES of the Shire's first full time Fire and Emergency Services Brigade, which will extend the gazetted fire district of Perth over the portion of the Shire's district covered by the 12 minute response time of that new brigade. That additional infrastructure has also informed the Facilities Plan.

Community / Stakeholder Consultation

As part of developing the Facilities Plan a workshop took place with Brigades Captains and SES Manager. The purpose of this was to invite input to inform the trends that brigades see as important to facility capability in the future. The following key discussions took place:

- a. **Oakford** - The Oakford Facility does not have secure tenure, which has impacted capital improvements to the facility and the ability to attract and retain volunteer members. The brigade and Shire have worked collaboratively with State Government agencies to secure a new, permanent location for the brigade, being a 2ha portion of land on Pony Place, Oakford. The key priority for this brigade, and also recognised by this Facilities Plan, is to now secure delivery of the new brigade facility, being a four appliance bay level 2 incident control centre facility. Consistent with the current infrastructure at the leasehold site, the new facility will also include a training area (hardstand area under lights), and capacity to accommodate the high season appliance for the Shire. The facility can also be considered for co-location with the Emergency Support Brigade and its Incident Control Vehicle. This relocation of the Emergency Support Brigade and Incident Control Vehicle from the current Mundijong brigade facility, would provide some short term capacity relief for the Mundijong facility.



- b. **Mundijong** - The Mundijong Facility is shared between Mundijong Bushfire Brigade, the Mundijong SES and the Shire's Emergency Support Brigade. It has reached maximum capacity, and needs to be considered for medium term renewal. A new facility is inspired to become an Emergency Services styled HQ for the Shire, comprising Mundijong Bushfire Brigade; Mundijong SES and Level 3 Incident Control Centre. This is a building of significance, with case studies including the Cockburn Volunteer Emergency Services Facility, located on Buckley Street, Cockburn Central. This will require significant external funding sources, in order to realise the potential for Emergency Services HQ. Shire owned land has been identified for the project, with the land being next door to the new Mundijong Police Station on Mundijong Road. The Facilities Plan recognises this medium term potential, but also that it will need to form the focus of a strong advocacy campaign in coming election cycles in order to realise on the vision.
- c. **Byford** - The Byford Facility has faced an interesting period of transition. As evidenced by the incident analysis, there has been some reduction in large and small traditional bushfire incidents, with increases in structure fires. The latter is not something that bushfire brigades are equipped to manage, insofar that structure fires pose a range of hazardous risks and require extensive additional training and capability equipment in respect of breathing apparatus. With the commitment to deliver the career fire station for the Shire by circa 2025, Byford Brigade's future will see it take a support (rather than lead) role in respect of structure fire incidents, thus pivoting to mostly the rural urban interface, especially east and south of the town. This makes the current location well suited, both from accessing the rural urban interface and for convenience of access by members. The Facilities Plan recognises that Byford needs to be improved, and indeed this was also a key finding of the recent facility audit. While the brigade have expressed the desire for a newly located facility, the likely future focus of the brigade means that optimising within the current brigade facility appears most effective. This includes addressing the following:
- The lack of changeroom facilities;
 - The lack of lockers, resulting in PPC being stored in limited space adjacent to the fire response vehicles;
 - The light tanker parking arrangement, which encroached into the training room;
 - The proximity of fire response vehicles to roller doors, restricting movement around the vehicles;
 - The lack of storage areas.
- d. **Serpentine** - Serpentine, like Byford, provides challenges in respect of managing space, providing for storage and safe washdown practices. The location of the facility on Karnup Road provides excellent east west and north south access, but based on



the current facility size needs enlargement if it is to cater for continued growth of the brigade, and growth in local incidents. The brigade has an excellent membership across both men and women, however this is not reflected in a facility that provides the necessary changerooms and rest rooms for the brigade. As supported by the recent facility audit, both space for storage and space for change room facilities requires optimisation of the facility on the current site, and exploring opportunities to reorganise and renew to achieve these outcomes. This includes addressing the following:

- The lack of changerooms;
 - Inadequate shower facilities;
 - No separation between dirty and clean operational areas;
 - No Laundry or PPC cleaning or maintenance area.
- e. **Keysbrook** - Keysbrook Bushfire Brigade specified a desire for a change in appliance, from a light tanker to a 2.4 rural tanker. This will require modifications to the existing facility in order to accommodate the larger vehicle. This is considered to be minor works and capable of delivery.
- f. **Jarrahdale** - Optimisation of the current brigade facility will enable a continued and effective facility to support the brigade.

Statutory Environment

- Bush Fires Act 1954
- Local Government Act 1995

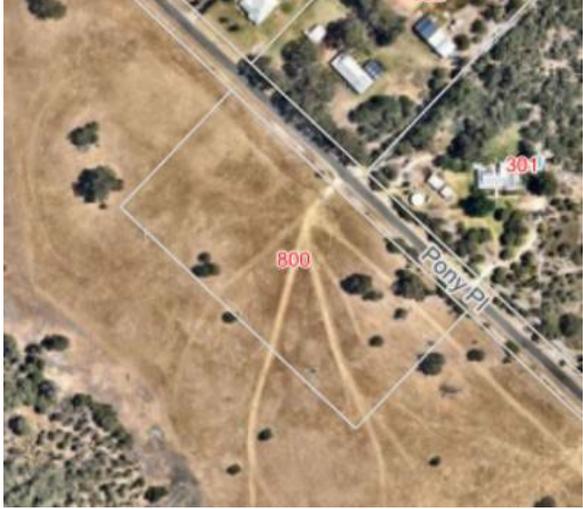
Comment

As with any 20 year plan, the key decision points about staging and priority need to be rigorous. These decisions will inform a variety future actions and considerations, and the process of arriving at priorities is ultimately informed by the preceding analysis that has occurred, stakeholder input and alignment against the strategic framework. The strategic framework particularly considers the Shire's Long Term Financial Plan, Workforce Plan and Strategic Community Plan.

The population growth statistics and emerging trends were analysed, in order to understand these forecast factors and what impact this would have on prioritisation. Officers then also analysed the current state of the facility, informed by the recent facility audit, to then help define what short, medium and long term facility improvement would be needed and how best to plan for this.

The Facilities Plan has thus, arrived at the following strategic priority list and recommended approaches:

**Priority 1: Oakford Bushfire Brigade Facility including the Emergency Support Group Brigade
NEW**

Location	Lot 800 (DP 419749) Pony Place, Oakford 
Project Delivery Target	2022 to 2024
Project prerequisites	Land creation (due end of 2021/22 FY) LGGs funding Shire funding
Estimated cost	\$3.1m (LGGs \$2.75m and Shire \$0.35)
Status of LGGs funding	\$1.05m self-supporting loan offer Needs to be increased to \$2.75m - not yet awarded
Status of Shire funding	Full amount held in reserve
Project brief	To build a 4-bay bushfire station, not exceeding a total cost of \$3.1m, with this cost providing: <ul style="list-style-type: none">- 900sqm gross floor area;- Access, carparking and external training area with suitable illumination for training;- Site works and site services;- Design and construction contingency;- Headworks and statutory charges;- Building Act compliance;- Professional fees;



	- Escalation allowance.
Benefits realisation	Secure tenure Oakford Bushfire Brigade Co-located with the Emergency Support Group Brigade Accommodation of high season appliance

Priority 2: Byford Bushfire Brigade Facility RENEW

Location	16 Clara Street, Byford 
Project Delivery Target	2022 to 2024
Project prerequisites	LGGS funding
Estimated cost	\$0.326m (LGGS \$0.326m)
Status of LGGS funding	Applied for 2022/23 - not yet awarded
Status of Shire funding	Not required
Project brief	To undertake asset renewal of the Byford Brigade Facility, not exceeding a total cost of \$0.326m, to address the facility audit recommendations as follows: <ul style="list-style-type: none"> - Relocation of the Shire Bus to the northern side of the building; - Extension of the existing building out to the edge of the building envelope to create a new Engine Bay for the 3.4 Urban Tanker and storage area;



	<ul style="list-style-type: none"> - Removal of the external wall between the old and new Engine Bays; - Construction of a new changeroom and toilet/shower room on the northern side of the building.
Benefits realisation	<p>Renewal of facility which addresses facility audit;</p> <p>Facility consolidated to match risk profile in light of likely influence of the career fire station.</p>

Priority 3: Serpentine Bushfire Brigade Facility RENEW

Location	<p>Karnup Road, Serpentine</p>
Project Delivery Target	2022 to 2024
Project prerequisites	LGGS funding
Estimated cost	\$0.382m (LGGS \$0.382m)
Status of LGGS funding	Applied for 2022/23 - not yet awarded
Status of Shire funding	Not required
Project brief	<p>To undertake asset renewal of the Serpentine Bushfire Brigade Facility, not exceeding a total cost of \$0.382m, to address the facility audit recommendations as follows:</p> <ul style="list-style-type: none"> - A new purpose built changeroom; - Laundry and bathroom facility on southern side of station.
Benefits realisation	Renewal of facility which addresses facility audit.

**Priority 4: Mundijong Emergency Services HQ including Mundijong Bush Fire Brigade, Mundijong SES and Level 3 Incident Control Centre NEW**

Location	Lot 88 and Lot 228 Mundijong Road, Mundijong 
Project Delivery Target	2030 to 2032
Project prerequisites	Federal Government Funding LGGs funding
Estimated cost	\$10m to \$12m
Status of Federal Government Funding	Not awarded. Will need to form basis of advocacy project for subsequent elections.
Status of LGGs funding	Not applied for. Will be required in association with the above.
Status of Shire funding	\$0.5m will need to be reserved
Project brief	To build a 3-bay bushfire station, 3-bay SES facility and Level 3 Incident Control Centre.
Benefits realisation	Regional level emergency service facility which delivers upon Local, State and Federal Government priorities pertaining to community preparedness. A combined bushfire and SES facility, that is able to meet the risk profile especially



	associated with the further development of Mundijong and the rural urban interface.
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Priority 5: Keysbrook Bushfire Brigade Facility RENEW

Location	Elliot Road, Keysbrook
Project Delivery Target	2032 to 2034
Project prerequisites	LGGS funding Shire funding
Estimated cost	\$0.3m (LGGS \$0.3m)
Status of LGGS funding	Not applied for
Status of Shire funding	Not required
Project brief	To undertake asset renewal of the Keysbrook Brigade Facility, not exceeding a total cost of \$0.3m, to address the following: <ul style="list-style-type: none">- Amenity improvement that addresses lighting, pedestrian access and security.
Benefits realisation	Minor renewal of the existing facility to improve amenity at the facility.

Priority 6: Jarrahdale Bushfire Brigade Facility RENEW

Location	Munro Street, Jarrahdale
Project Delivery Target	2032 to 2034
Project prerequisites	LGGS funding Shire funding
Estimated cost	\$0.3m (LGGS \$0.3m)
Status of LGGS funding	Not applied for
Status of Shire funding	Not required
Project brief	To undertake asset renewal of the Jarrahdale Brigade Facility, not exceeding a total cost of \$0.2m, to address the following: <ul style="list-style-type: none">- Amenity improvement that addresses lighting, pedestrian access and security.



Benefits realisation	Minor renewal of the existing facility to improve amenity at the facility.
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The Table following provides a high level summary of the Facilities Plan recommendation. As a strategic plan, it will be subject to a 5 yearly review in order to test:

- whether the assumptions which underpin the recommendations of the Facilities Plan remain accurate;
- whether the growth rate assumptions remain accurate; and
- whether the nature of incidents and threat levels remain consistent or not.

Priority	Proposed Year	Shire Funding (m)	External Funding (m)
1: Oakford Bushfire Brigade Facility including the Emergency Support Group Brigade (new)	2022	0.35	2.75
2: Byford Bushfire Brigade (renew)	2023		0.326
3: Serpentine Bushfire Brigade (renew)	2024		0.382
4: Mundijong Emergency Services HQ including Mundijong Bush Fire Brigade, Mundijong SES and Level 3 Incident Control Centre (new)	2030	0.5	10m to 12m
5: Keysbrook Bushfire Brigade (renew)	2032		0.3
6: Jarrahdale Bushfire Brigade (renew)	2032		0.3

A full copy of the draft Facilities Plan is contained in **attachment 1**.

Options and Implications

Option 1

That the Committee SUPPORTS and RECOMMENDS to Council, that the Draft 20 Year Facilities Plan for the Shire's Six Bush Fire Brigades, Emergency Support Brigade and SES Unit be adopted as per **attachment 1**.

Option 2

That the Committee DOES NOT SUPPORT the Draft 20 Year Facilities Plan for the Shire's Six Bush Fire Brigades, Emergency Support Brigade and SES Unit.

Option 1 is recommended.



Conclusion

The Facilities Plan takes a 20 year perspective of station infrastructure, and seeks to define future infrastructure timing, need and capacity to deliver. It addresses emerging trends, the results of collaboration with the Shire's brigades, SES and DFES, and has awareness as to the changing nature of risk on the landscape. It is recommended for support.

Attachments

Attachment 1 – Draft 20 Year Facilities Plan for the Shire's Six Bush Fire Brigades, Emergency Support Brigade and SES Unit.

Alignment with our Strategic Community Plan

Outcome 1.1	A healthy, active, connected and inclusive community
Strategy 1.1.2	Provide a healthy community environment
Outcome 1.3	A safe place to live
Strategy 1.3.1	Comply with relevant local and state laws, in the interests of the community.
Strategy 1.3.2	Support local emergency services
Strategy 1.3.3	Enhance Community Safety

Financial Implications

The Shire funding associated with Priority 1 is currently reserved. Consistent with the funding of Bushfire Brigades, the Local Government Grants Scheme will need to provide the other capital funding requests. In respect of Priority Item 4, the Facilities Plan identifies that this will need funding from both State and Federal Government levels, in order to deliver this infrastructure item.

Risk Implications

Risk has been assessed on the basis of the Officer's Recommendation.

Officer Option	Risk Description	Controls	Principal Consequence Category	Risk Assessment			Risk Mitigation Strategies (to further lower the risk rating if required)
				Likelihood	Consequence	Risk Rating	
1	Option 1 is considered the lowest risk option.						



2	<i>If not supported, there is a risk that facility planning will not be done in a strategic manner, and will result in delays to facility improvement</i>	<i>Nil</i>	Organisational Performance	Possible	Major	SIGNIFICANT	Nil
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Voting Requirements: Simple Majority

5.1.1/04/22 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

Moved: Nil, Seconded: Nil

That the Committee **SUPPORTS** and **RECOMMENDS** to Council, that the Draft 20 Year Facilities Plan for the Shire’s Six Bush Fire Brigades, Emergency Support Brigade and SES Unit, as per attachment 1, be adopted subject to the following feedback being appropriately integrated into the draft Facilities Plan:

Byford

- Timing of plan;
- Seek sufficient time to review plan;
- Option for a new brigade building and location was previously proposed, is this still being considered;
- Cost to renew current facility appears low, is it sufficient;
- Likely timing of when CFS will be operational and is this actually certain;

Keysbrook

- Minor upgrades to fit new appliance 2.4 and how this will limit the station to a single appliance bay;
- If risk profile changes dramatically, whether Keysbrook may need to be a 2 appliance brigade;
- Identify this to be reviewed;

Serpentine

- The brigade is fully supportive of the planning and submission for the upgraded amenities for the current station in line with the recommendations from the audit report and input provide by the brigade as captured in the draft Facilities Plan being presented before BFAC tonight (Section 5.3.d);
- The brigade notes the Priority 3 rating on the Serpentine Station continued in the report, and the submission by the shire as part of the LGGS grants for the funding for this “RENEW”;



- **Should the funding for this not be approved, the brigade will be looking to the shire to address and interim immediate solution noting the extent of the need to address the diversity and inclusion issues related to the demographic of the brigade that unless addressed in the short term, will impact the ongoing operations moving forward.**

MOTION LAPSED

Revised Motion:

5.1.1/04/22 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

Moved: J Gibson, Seconded: D Richer

The Committee requests that the Shire visit each Brigade over the coming month to obtain further input into the Draft Facilities Plan and a Special Meeting of the Bush Fire Advisory Committee be held following this to further consider the draft Facilities Plan.

CARRIED UNANIMOUSLY 5/0

5.1.2 Chief's Report

Prevention

- MAF works underway with 95% completed; Acquittal underway. New application for MAF works is being established ready for submission.
- Shire was without Mitigation Officers from December 2021 to March 2022. Recruitment finalised and a new Officer started at the beginning of April. Nicole Stevens, the former Emergency Support Officer, was appointed the position. FCOs and Brigade Captains are encouraged to contact her to discuss any mitigation concerns in their patch.
- The Shire's Emergency Service Coordinator role is currently vacant. Recruitment is well advanced, currently in the final stages of recruiting.
- 2nd Mitigation role has been transferred over to a 12-month role, Work Health and Safety Officer. This role will work with Brigades implementing a raft of safety related processes and procedure changes to ensure we are abiding with the new Work Health and Safety Reforms. This role is currently in the final stages of recruitment.
- Shire of Serpentine Jarrahdale's 20-year Emergency Service Facilities Plan is at final draft stage and ready for Brigade Captains to review.
- Brigade and awareness team preventative activities currently on hold due to COVID-19 restrictions.
- Meetings held with SJ Landcare, Jarrahdale Heritage Park Volunteers, ARC Infrastructure, Main Roads WA, and numerous private property owners to discuss mitigation works, and strategies.

Preparedness

- Brigades have a high compliance rate with the State's vaccination directions, with non-complaint members now suspended until they supply COVID-19 vaccination evidence.



- The following documents have been created and rolled out to SJ Bush Fire Brigades in response to the escalating COVID pandemic.
 - 1) SJ BFB High Threat Period Pandemic Plan 2022;
 - 2) SJ BFB Infection Prevention and Control (COVID-19) Procedure;
 - 3) SJ COVID-19 Health and Hygiene Controls;
 - 4) SJ BFB Med/Low Threat Period Pandemic Plan 2022.
- Fire Break inspections completed seeing a high compliance rate.
- Recruitment for new fire firefighters again underway; Brigades to commence active recruitment.
- The following courses will be run within SJ this year. SJ Training calendar has been developed and will be distributed to Brigade Captains this week:
 - 1) Machine Operations
 - 2) Bushfire Safety Awareness
 - 3) Bushfire Skills
 - 4) Structural Fire fighting
 - 5) Driver Training
 - 6) Provide First aid
 - 7) Pump Operations
- Static water tanks have all been serviced by contractors.
- Hydrant servicing currently on hold awaiting further advice in regard to traffic management procedures.

Response

- COVID-19 had Brigades implement split-shift arrangements. These were lifted in early March 2022 as the bushfire risk eased.
- Crews have had a busy fire season, thankfully all incidents within the Shire of SJ have been brought under control within the first hour.
- Crews have supported other fire agencies and local governments attending campaign fires from the Mid-west Gascoyne, down to the Great Southern, and east out to the Goldfields-Midlands.
- Byford Bushfire Brigade have this year been the busiest BFB in the state. Mundijong and Oakford are also in the state top 25 busiest BFBs.



Incidents Attended by SJ Brigades for the Last Two Financial Years

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5.2 Department of Fire and Emergency Services

Mike Ward A/District Officer South East Department Fire and Emergency Services provided an update:

- As we come to the end of the 'High Threat Period', I just want to say on behalf of the DFES South East Region thanks to all the Serpentine Jarrahdale *Brigades* members that assist over the summer. There were many out-of-Shire deployments and the high season appliance based at Oakford was always crewed by SJ Volunteers.
- It was also pleasing to see Serpentine Jarrahdale and other South East local governments introduce Covid-19 plans and policy to ensure that service delivery was achieved with *Brigade* capability to respond during the 'High Threat' bush fire period.
- On 20 April 2022, the State Government announced that we will have our own funded Very Large Tanker (LAT) for next years high threat period from December to March. This is an 11 million dollar investment.

5.3 Department of Biodiversity, Conservation and Attractions

Noted no representative attendance or report received

5.4 Byford Brigade

Byford Brigade have at present:

- 98 Incidents;
- 36 active members;
- 2 Leave of Absence.
- 95% crew available most of the time.
- Recruitment = 4 Registered – have commenced their Introduction process.
- 4 Resignations due to Covid-19 Restrictions or employment commitments.
- OSH Update.
- Have been undertaking shifts during Covid – day/night/weekend.

5.5 Mundijong Brigade

Safety and COVID Response

- There have been no significant safety concerns since the last meeting in November 2021.
- The Brigade has continued to work under the State Government Guidelines in relation to COVID-19.
- The Brigade has followed COVID guidelines in implementing split shift arrangements. These posed challenges for the Brigade but fortunately the number of incidents for this period was relatively low and there were no large incidents requiring multiple shifts.



- The Brigade has entered Phase 5 restrictions, of the Shire’s COVID Response Plan, which has meant the Brigade can go back to standard arrangements while also implementing necessary COVID response measures.

Management and Administration

- The Brigade has a total of 39 members. 27 of these are active turnout members, with 7 of these being probationary firefighters.
- There have been some changes to the leadership team; these are as follows:
 - Captain - Martin Spibey
 - 1st Lieutenant - Nathan Houweling
 - 2nd Lieutenant - Chris Jones
 - 3rd Lieutenant – Jason White
- The Cadets are currently not running due to lack of numbers and COVID restrictions. The Brigade will be working to see if there is interest in the Cadet Program within the next few months.

Operational Response

- From the period of 1 November 2021 to 5 April 2022, the Brigade has attended a total of 51 calls (see below table for breakdown).
- The second table is a comparison of the same period last year. This indicates that the Brigade has attended a higher volume of incidents this year compared to last.

<u>No. of Incidents Attended</u>			2021/2022								
Brg N°	Brigade Name	Service	Called Off - No Attendance	False Call - Good Intent	Fire - Bushfire (lge)	Fire - Bushfire (sm)	Fire - Other/Rubbish/Vehicle	Fire - Structure	General Service Calls	Road Crash & Rescue	TOTAL
6451	MUNDIJONG BFB	BFB	1	10	15	14	6	3	1	1	51

This report shows the number of Incidents attended in any capacity. It does not count multiple turnouts to the same incident. HAZMAT incidents are included (not labelled). Note: Bushfire (lge) is a fire greater than 1 hectare

<u>No. of Incidents Attended</u>			2020/2021								
Brg N°	Brigade Name	Service	False Alarm - System Initiated	False Call - Good Intent	Fire - Bushfire (lge)	Fire - Bushfire (sm)	Fire - Other/Rubbish/Vehicle	Fire - Structure	Hazardous Situation	TOTAL	
6451	MUNDIJONG BFB	BFB	1	7	9	11	5	4	1	38	

This report shows the number of Incidents attended in any capacity. It does not count multiple turnouts to the same incident. HAZMAT incidents are included (not labelled). Note: Bushfire (lge) is a fire greater than 1 hectare

Bushfire Mitigation

- As reported in the previous BFAC, the Brigade had been busy in the Mundijong area focusing on grass tree management.
- Since November 2021, no mitigation activities have occurred due to the fire season.

Training

- Training since the last BFAC has aimed to upskill new members and maintain familiarisation with the experienced members. Training examples include pump



operations, incident control and management, visit from air operations, hose work and scenario-based training.

- Formal and Brigade training was put on hold due to COVID restrictions.
- The Brigade has since returned to regular training nights of two times a month.
- These training occurrences focus on firefighting skills and incident management.
- The Brigade training team is also focussing on upskilling members through the appropriate training courses

Equipment and Facilities

- Items that were raised at the Insurance Audit are still being addressed, with the Shire's assistance.

5.6 Jarrahdale Brigade

- Stat details provided. We are being called out more than in previous years, which is good, and members are happier.
- A number of members have been on deployment intrastate (multiple days) and out of Shire.
- Have maintained majority of members, minimal loss of numbers due to Covid-19.
- Have started our hazard reduction burns in Jarrahdale, whilst the weather was favourable.
- Commenced recruiting this week; potentially three new recruits.

5.7 Serpentine Brigade

The purpose of this report is to advise the Shire of Serpentine Jarrahdale Bushfire Advisory Committee of the activities that have occurred over the last reporting period, upcoming activities and any key matters pertaining to the Serpentine Volunteer Bushfire Brigade.

Safety and COVID-19 Response

- There have been no significant safety concerns or incidents to report this period.
- Over this period, the Brigade has continued to operate under the State Government and Shire guidelines in relation to COVID-19, including the mandatory operating periods. To date, two Brigade members have contracted COVID-19, and there has been no exposure to the Brigade.

20 Year Facility Plan

- The Brigade would like to acknowledge the work undertaken as a result of the WHS audit late last year, with a particular focus on the amenities at the Serpentine Station.
- The Brigade is fully supportive of the planning and submission for the upgraded amenities for the current station in line with the recommendations from the audit report and input provide by the Brigade as captured in the draft Facilities Plan being presented before BFAC tonight (Section 5.3.d)



- The Brigade notes the Priority 3 rating on the Serpentine Station continued in the Report, and the submission by the Shire as part of the LGGs Grants for the funding for this “RENEW”.
- Should the funding for this not be approved, the Brigade will be looking to the Shire to address and interim immediate solution noting the extent of the need to address the diversity and inclusion issues related to the demographic of the Brigade that unless addressed in the short term, will impact the ongoing operations moving forward.

Road Verges

- The Brigade is appalled at the lack of any reportable action on either the development of the Plan requested at the last BFAC (then tabled at the last OCM in 2021 for action by the CEO for the first OCM of 2022). There has been no visible discussion or documentation at the OCM level on this matter, which is a cause for concerns around Council governance.
- There has been a number of frustrations by residents on social media relating to this, and some of which has been directed to the Brigade as us “not doing enough”.
- Coupled with the above, there have been a number of uncontrolled wildfires that started on road verges over the last four months that have not only escalated and spread as a direct result of the excessive fuel load on these verges, but has also caused financial impact to landowners from the increased rate of spread and intensity of fires due to damages to fences and other infrastructure that would not have otherwise occurred, or to a much lesser extent if the verges were maintained.
- Given the lack of any visibility on a plan, or a work towards a plan, the Brigade is currently considering its next steps in relation to increasing visibility on this issue. The Brigade Captain has discussed this at the last Captain’s meeting and has received in principle support for this moving forward.

Vote of Thanks

- The Brigade would like to specifically acknowledge the support of the following individuals for their assistance on many levels over this fire season. It has been a very dynamic time in which development, focus, governance and safety are all key themes for our Brigades and operations (as reflected in sections 1-3 of this report) and the Brigade appreciated this individual support;
- CBFCO L. Mulholland. It has been a very busy and quick 1st fire season for our new Chief and after settling into the role, the support and guidance from Leigh has been fantastic. The Brigade feels we have built a great rapport with Leigh and mutual level of trust – which is essential in this environment moving forward to ensure alignment on critical issues that impact our brigades. We feel we have taken steps to improve and provide clarity across our brigades under Leigh’s leadership moving forward.
- DCBFCO’s K. Elliott, J. White, C. Wells, D. Gibson. As reported by the Brigade at the April 2021 BFAC, the guidance and support from this team (and now expanded to include D. Gibson) has been exceptional on many levels. We have seen and feel very well supported by this team across many areas, including coordination of training and operational support/mentoring in incident management roles over the season. We look forward to working with you all moving forward and you are welcome at any time!



- The Brigade would like to take the opportunity to formally thank Gillian French for her efforts over the last 10+ years in supporting the ES department and specifically, her support to the Serpentine Brigade. We would also like to congratulate Nicole Stevens on her appointment to her new role as Bushfire Mitigation and the Serpentine Brigade have welcomed the early engagement and planning in this space already in taking tangible steps to mitigate risk under the shires control.

5.8 Keysbrook Brigade

Membership and Administration

- The Brigade currently has 21 registered members (excluding non-compliant vaccination members). Of these 21 members, 14 of them are actively engaging in the Brigade and associated activities (i.e. call outs, training, auxiliary/admin support).
- One potential new member - induction to be completed with them.
- Community engagement in preparation for the 2022/23 fire season will focus on the eastern side of SW Highway (i.e. scarp side of Keysbrook).

Operational Response

- Fifteen call outs since the last BFAC meeting in November 2021. Two of these call outs included Keysbrook VBFB being the primary response unit, whilst thirteen were support responses.

Preparations & Readiness

- All relevant checks have occurred on station, vehicles and equipment to ensure it is prepared for operational purposes.
- Repairs on the static water tank at the station have been completed.

Fire Control & Hazard Reduction Burning

- Very few permits have been requested so far during the current restricted fire season.
- Brigade has no plans for any hazard reduction burns within our fire district during current restricted period at this stage.
- Some of the road verges in our fire district require mitigation/ fuel reduction work. This includes Elliot Road (west of Westcott Road), Westcott Road and Yangedi Road.

Training

- No training occurred in March 2022 due to Covid-19 restrictions. In February 2022 focused on cricket/ games outdoors to support meeting face mask requirements (i.e. not having to wear masks due to being outdoors).
- If a combined Brigades training exercise occurs later this year, Keysbrook would be open to having it conducted in our patch. Be able to run a mock situation out of our station (i.e. Level 2 type situation).
- One member recently completed a Sector Commander's course at DFES academy.



Equipment & Facilities

- A new 2.4 appliance is due to be commissioned to the brigade sometime in 2022. This has seen minor works commence at the station in preparation for its arrival.
- The Brigade continues to respond to actions from last year's station audit.
- With the arrival of the 2.4 appliance, the second vehicle area will be converted to a storage area. In the 20 year Facilities Plan, consideration should be noted about further improvements at the Keysbrook Station if the Brigade transforms to a two appliance Brigade in the future.
- Received a new fridge for the kitchen area through local state MP election commitment.

5.9 Oakford Brigade

Noted - No Report Received.

5.10 Emergency Support Brigade

Safety and Covid-19

- Currently following the mandated controls as per the State Requirements and the Shire's Management Plan.
- Limiting access to the ICV to four persons only, all wearing masks.
- Purchased hand washing Station and implementing enhanced cleaning.

Operations

- This fire season have had seven turn outs for the ESB.
- Of the seven, have provided welfare on four occasions.

Membership

- Currently have 42 members registered in Bart, however a more correct number would be 20 active members.
- So far this year, we have potentially two new members.

Welfare

- Working to increase capacity to provide welfare where required, including the purchase of equipment required for the delivery of this.
- Also looking to assist with the supply of welfare to the Shire training events.

Training

- Thank you to Chris Wells for the online training; this went down really well during the restricted period.
- The ESB shall continue to work through specific training requirements and are hoping to do some combined training with the SES for the coming storm season.



Moved: J Gibson, Seconded: N Houweling

5.1.2/04/22 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from the Chief.

5.2/04/22 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Department of Fire and Emergency Services.

5.3/04/22 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES no report was received from Department of Biodiversity, Conservation and Attractions.

5.4/04/22 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Byford Volunteer Bush Fire Brigade.

5.5/02/21 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Mundijong Volunteer Bush Fire Brigade.

5.6/04/22 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Jarrahdale Volunteer Bush Fire Brigade.

5.7/04/22 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Serpentine Volunteer Bush Fire Brigade.

5.8/04/22 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Keysbrook Volunteer Bush Fire Brigade.

5.9/04/22 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES no report was received from Oakford Volunteer Bush Fire Brigade.



5.10/04/22 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Emergency Support Brigade.

CARRIED EN BLOC BY ABSOLUTE MAJORITY 5/0

6. Urgent Business:

Nil.

7. Next meeting:

It was noted (as referred to in **Item 5.1.1/04/22 Revised Motion**) that a Special Committee Meeting would be held once the consultation of each Brigade had been completed.

It was further noted that there is a scheduled BFAC Meeting to be held at 1900hrs

Shire of Serpentine Jarrahdale Civic Chambers

17 November 2022

8. Closure:

There being no further business, the Chairperson, Chris Burgess, declared the meeting closed at 2026hrs.

The Chairperson thanked attendees for participation in the on-line meeting and for all to keep safe and well.