



Bush Fire Advisory Committee

**Minutes
15 April 2021
1900hrs**

Contact Us

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In Person

Shire of Serpentine Jarrahdale
6 Paterson Street, Mundijong WA 6123
Open Monday to Friday 8.30am-5pm (closed public holidays)



www.sjshire.wa.gov.au



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Dear Committee Member

Minutes of the Bush Fire Advisory Committee Meeting held in the Council Chambers, Civic Centre, 6 Paterson Street, Mundijong on 15 April 2021.

The Chairperson, Chris Burgess declared the meeting open at 1900hrs and welcomed Councillors, Committee Members, Staff and members of the gallery, 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 also acknowledged and welcomed Emergency Support as a newly registered Brigade

Minutes

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

Voting Delegates

Chris Burgess	Chairperson/Keysbrook Captain
Cr Dave Atwell	Council Delegate
Cr Dean Strautins	Deputy Council Delegate
Ricky Southgate	Chief Bush Fire Control Officer
Craig Bown	Byford Captain
Jason White	Mundijong Captain
Sarah Davis	Jarrahdale Captain
Scott Jones	Serpentine Captain
Mike Ross	Oakford Captain
Dave Richer	Emergency Support Brigade Captain

Non Voting Delegates

Helen Sarcich	Acting Chief Executive Officer/Director Community and Organisational Development
Andrew Trosic	Director Development Services
Gillian French	Administration Officer/ES Coordinator
Ken Elliott	Deputy Chief Bush Fire Control Officer 1
Chris Wells	Deputy Chief Bush Fire Control Officer 3

Apologies

Cr Bill Denholm	Chairperson/Council Delegate
Paul Southam	District Officer South East Department Fire and Emergency Services
Nathan Carrall	1 st Lieutenant Emergency Support Brigade
Chris Phoebe	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 -19 November 2020

3.1/04/21 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

Moved R Southam, seconded S Jones

That the minutes of the Bush Fire Advisory Committee Meeting held on 19 November 2020 be CONFIRMED (E20/13405)

CARRIED UNANIMOUSLY 10/0

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.

- The draft 2021 Bush Fire Brigade Local Law is being advertised until 29 April 2021. All Brigades are encouraged to have their say.
- Bushfire Operating Procedures, which form part of the Local Law, were endorsed by Brigades at our meeting in November.
- A second application for the new Oakford Fire Station was lodged as part of our LGGS application. Officers are actively liaising with DFES, DBCA and DPLH. Discussions have been ongoing with DBCA who are yet to provide their support for the proposal. DPLH, as the landowner, will ultimately make this decision.

5. Agency and Brigade Reports

5.1 Shire Report - Chief Bush Fire Control Officer / Emergency Services Department

The Shire has regrettably received the resignation of our current Chief and CESM, Ricky Southgate. Ricky has accepted a position of Area Officer Preston and will commence in that role June 2021. The Shire would like to acknowledge the work that Ricky has achieved in his time as CESM and Chief, forming part of the team including the deputies, captains and volunteers (as Chief) and the Emergency Services team (as CESM). These teams continue to forge significant outcomes across the community in respect of preparedness, prevention, response and recovery.

In accordance with the MOU, recruitment for a new CESM / Chief has commenced. The Shire will be represented on the interview panel by the Director Development Services, Andrew Trosic and by Deputy Chief, Jason White.



Prevention

- We have commenced the restricted burning period with 6 permits issued.
- MAF of \$418,900 allocated to the Shire of Serpentine Jarrahdale and works now being finalized with lots of positive feedback from the community. Works undertaken have included:
 - Thomas Road – Rowley Road drain;
 - Orton Road – Gossage Road drain;
 - Thomas Road verge;
 - Yangedi Airfield; and
 - Millbrook Estate 5km of road verges
- New submission for funding is underway with works identified at the Jarrahdale communication tower.
- Prescribed burn program commenced with 7km of drain reserve burnt to date. Thank you to the Volunteers for their commitment and professionalism with assisting the Shires mitigation officer with the conduction of the burns.

Preparedness

- Karnet Prison have serviced 1006 fire hydrants, with 476 cat eyes replaced or installed. 77 Hydrants found under vegetation and have been re-established to serviceable condition throughout the Shire.
- Strategic water tanks are all operational.
- Comprehensive training calendar established for Serpentine Jarrahdale.
- Local Government Machine Operator training being planned for pre-season to ensure trained operators for next season.
- Local Pre-Season scheduled.
- Planning underway for RUI drill. The drill held in Jarrahdale was extremely effective, seeing a 75% increase in compliance with the fire notice in the Jarrahdale area.
- OIC training was successful with new training being scheduled.
- Ongoing Prison Staff training in fire suppression.
- Farm response program worked well, thanks to Ray and Rupert.
- Oakford 9.2 exemption with MRD granted back to 9,000l of water.
- Meeting Scheduled with DFES on the 24 April regarding establishment of CFRS. This will ensure the Shires fire services and be included from the start of this project.
- New recruitment process working well with 24 new volunteers across the Shire undergoing a six-week training program.

Response

19/11/2020 to 29/03/2021

Byford

Call Off – No Attendance	2
False Alarm – System Initiated	10



False Call – Good Intent	13
False Call – Malicious	1
Fire – Bushfire (lge)	6
Fire – Bushfire (sml)	12
Fire – Other/Rubbish/Vehicle	3
Fire – Structure	2
Total	49

Jarrahdale

Call Off – No Attendance	1
False Call – Good Intent	6
Fire – Bushfire (lge)	3
Fire – Bushfire (sml)	4
Fire – Other/Rubbish/Vehicle	1
Fire – Structure	2
Total	17

Keysbrook

False Call – Good Intent	1
Fire – Bushfire (lge)	3
Fire – Bushfire (sml)	2
Fire – Other/Rubbish/Vehicle	1
Total	7

Mundijong

False Call – Good Intent	4
Fire – Bushfire (lge)	9
Fire – Bushfire (sml)	10
Fire – Other/Rubbish/Vehicle	5
Fire – Structure	4
Hazardous Situation	1
Total	33

Oakford

False Alarm – System Initiated	1
False Call – Good Intent	4
False Call – Malicious	1
Fire – Bushfire (lge)	10
Fire – Bushfire (sml)	5
Fire – Other/Rubbish/Vehicle	3
Fire – Structure	2
Road Crash & Rescue	1
Total	27

Serpentine

False Call – Good Intent	2
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Fire – Bushfire (lge)	7
Fire – Bushfire (sml)	6
Fire – Other/Rubbish/Vehicle	2
Fire – Structure	12
Hazardous Situation	1
Total	19

Shire of Serpentine Jarrahdale

False Call – Good Intent	4
Fire – Bushfire (lge)	7
Fire – Bushfire (sml)	7
Fire – Other/Rubbish/Vehicle	2
Fire – Structure	3
Hazardous Situation	1
Total	24

Local Government Grant Scheme

The Local Government Grant Scheme application has been submitted for this financial year. Total funds of \$358,430 have been allocated.

In addition to this funding we also applied for:

- a. Second application for Oakford Fire Station;
- b. Provision of a 2.4 for Keysbrook; and
- c. An upgrade for Byford's kitchen and an air compressor.

5.2 Department of Fire and Emergency Services

Nil

5.3 Department of Biodiversity, Conservation and Attractions

Nil

5.4 Byford Brigade

- Byford Captain acknowledged the resignation of Ricky Southgate and thanked him on behalf of the Brigade.
- Byford have 45 active members, with 5 new members following the recruitment evening.
- OIC training was well received with members stepping up after receiving this training.
- Calendar of training for off season is in place with a lot of interest being shown. Thank you to Ricky and Chris for pulling this together.
- Cadets due to commence end of April with 20 showing interest.
- Appliances are in good shape after the season and are being used at the burn on the drains.



5.5 Mundijong Brigade

- Mundijong Captain expressed the Brigades disappointment with Ricky's resignation but wished him all the best and thanked him for the great job he has done over the past year.
- Full training calendar in place and members are happy that the training is in-house, and they don't have to travel.
- Mundijong have attended a wide range of call outs this season.
- COVID measures have made call outs challenging with members wearing masks 24/7 but they all worked well within the restrictions.
- 7/8 new members after the recent recruitment.
- Appliances are in good condition with urgent repairs being undertaken promptly.

5.6 Jarrahdale Brigade

- On behalf of Jarrahdale members, Jarrahdale Captain thanked Ricky for the last year.
- Training has been great, more courses are being offered and there has been a good uptake. This helps the Brigade with knowledge increasing.
- Wide range of calls over summer, Jarrahdale have learnt a lot this season.
- Appliance has a little damage but is still operational.
- Looking at restarting the cadets, need members to help out.
- Couple of new members have joined.

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 lockdown period during February, including the attendance at some major incidents during this period.

Management and Administration

The brigade currently has 47 registered members (reduced by 2 from last report). Following a recent review of the membership list by the Operational Officers group, the breakdown now sits at:

- Eleven (11) Non-Operational Support and Auxiliary Members;
- Fifteen (14) Probationary / Trainee Members with less than 2 years operational experience;



- Eleven (11) Active Fire Fighters; and
- Twelve (12) Senior / Officer in Charge Fire Fighters.
- In addition, there are also nine (9) members in various phases of inductions as part of the current recruitment intake. The brigade would like to thank DCBFCO3 Chris Wells for the extreme amount of effort he has put in to setting up the new recruitment process and sessions and we look forward to seeing the positive results of this.
- The brigade also currently has eight (8) cadet members. Cadets will resume in Term 2 2021.
- Over this period, the brigade has supported a small number of community events, including the Serpentine Community BBQ and Santa Run.

Operational Response

The brigade has responded operationally to twenty (20) incidents during this period since the last BFAC meeting, bringing the total to twenty-five (25) incidents so far this financial year.

- Primary Response (8 incidents)
 - 1 x Primary Response to an aircraft accident at the Serpentine Airfield;
 - 1 x Primary Response to a structure fire in Serpentine Townsite;
 - 2 x Vehicle Fires (Punrak Road and Yangedi Road); and
 - 4 x minor Vegetation Fires (South Western Highway, Selkirk Road, Hardy Road, Kingsbury Drive)
- Support Response (12 incidents)
 - 1 x Support Response to Red Gully across multiple shifts, including ICV crew support;
 - 1 x Support Response to Wooroloo across multiple shifts, including ICV crew support;
 - 1 x Support Response to Oakford Fire across multiple shifts, including ICV crew support;
 - 1 x Support Response to Byford Fire across multiple shifts (Turner Road);
 - 1 x Support Response to Murray Shire;
 - 1 x Support Response to City of Kwinana;
 - 2 x Support Response to City of Rockingham; and
 - 4 x Minor Support Responses within the Shire of Serpentine Jarrahdale

Critical incident debriefs have occurred on station at a number of these incidents, with a particular focus on critical incident stress and associated impacts of the confronting nature of these incidents.

Preparations and Readiness

It has been clear as a result of not only incidents within the Serpentine area, but the wider shire, that during the summer months we can continue to expect a range of incidents to occur, not just bushfire. As a result, the brigade has expanded its skills-based training to include response to all hazards in order to make early assessments



of support required and preservation of the scene. This has been received well by the brigade.

The brigade would like to thank the shire training team for their efforts in putting together the Officer in Charge (OIC) training that was rolled out to all the brigade prior to the season. This has been well received by our brigade OICs and the benefits of this training have directly resulted in increased operational performance in key roles on the fireground, including action as the primary point of contact for the shire for out of area deployments, initial IC response to local fires and the filling of Sector Commander Roles.

During December, the brigade attended with Mundijong a meet and greet session at the Peel Homestead and a pumping drill between the two brigades. This has been an area of concern that sits on the boundary between the brigades and those that attended got a lot out of it. Big thanks to DCBFCO2 Jason White for setting this up.

The brigade's ongoing Hydrant and Water Supplies inspections have recommenced with a target completion by the end of May 2021.

The brigade recently conducted an inspection and meet and greet with the managers of the Serpentine Falls Tourist Park, undertaking an assessment for the onset of bushfire or structure fire within the park. We are planning a follow up in the coming months which will also include a session with the residents and a mock evacuation exercise.

Fire Control and Hazard Reduction Burning

Preparations are underway for Restricted Burning Season, with the FCO's familiarising themselves with their areas and the falling fire risk. Permits will be issued in accordance with normal guidelines.

Preparations are well underway for the autumn burning program. A number of planned Shire burns will be supported by the brigade in addition to any private burns that the brigade is approached to assist with.

During this period, both brigade FCO's have undertaken detailed inspections of their districts to ascertain any key risks in these areas. The identified Key Risk Area Assessments are:

- Rowe Road – mechanical mitigation activities were completed during the Spring period but this still remains as high risk;
- Road verges in the southern end of the area (bounded by Hall Road, Utley Road, Yangedi Road, Karnup Road);
- Lambkin Reserve Serpentine; and
- Richardson Street adjacent to the train line.

Training

During this period, the brigade has seen the following training completed for new Members:



- Three (3) Brigade members have completed their on station inductions;
- Three (3) Brigade members have completed their Bushfire Safety Awareness Training;

Brigade Training

- Brigade training over this period following the lifting of COVID restrictions have been focussed on core basic skills for all hazards that the brigade responds to.
- Training has seen a steady attendance throughout the period, the benefits of training attendance being directly seen on the fire grounds.
- During December, we hosted the Baldivis Brigade for an info session on Structural Appliances and operations.
- During December, we attended training with Keysbrook with familiarisation on the 3.4 appliance for their members.

Over this next period, a number of brigade members are being targeted for courses during the winter months to further increase their skills and ready some members of higher-level roles moving forward in the brigade both from an operational and management perspective.

Equipment and Facilities

Appliances and Equipment

- Both the Serpentine 3.4U and LT are fully operational.
- The brigade would like to acknowledge the support and responsiveness of the shire in addressing issues that have occurred on these appliances over the fire season due to the operational tempo.
- The addition of the high season 3.4 that has been stationed at Oakford proved to be of additional benefit to the Serpentine Brigade during this period, as both of our appliances were offline for repairs at the same time and the repositioning of the high season 3.4 to our station meant that the brigade was able to remain online.

Station

The brigade has commenced planning of the next phase of renovation to the kitchen and amenities area of the building, noting the increase in brigade members and the need for functional amenities that suit the requirement of the brigade and its members. It was planned that this would be more mature than it currently is for next financial year, but the operational tempo has been such that we have decided to focus on this during the winter months for future budget submission.

5.8 Keysbrook Brigade

Membership and administration

- Two new members currently going through induction/ recruit training process.
- Held a stall at the Keysbrook community markets on 12th November 2020.



- As we are now in restricted fire season, FCOs will issue permits based on needs/ area to be burnt, equipment availability and safety considerations.

Operational Response

- Nine call outs since last BFAC meeting.
- Three of these call outs included Keysbrook VBFB being the primary response unit, whilst six were support responses.
- Included support to Wooroloo fire in February 2021 (two shifts). As was during lockdown, COVID-19 requirements were followed whilst undertaking these.
- In addition to these nine call outs, we have had members provide support to ICV at Red Gully and Wooroloo fires.

Training

- In process of finalising brigade 2021/22 training program.
- Thanks to Serpentine VBFB for supporting familiarisation training on 3.4 during December 2020.
- Thanks to DCBFO3 Chris Wells for work on revised induction and initial recruitment training (BFSA course). Keysbrook hosted the first session of this revamped training series last week.
- Station and equipment
- Currently in process of arranging honour boards to be displayed at station.
- New vehicle charging system has been installed at the station.
- Light tanker is fully operational.

5.9 Oakford Brigade

Incident number wise was pretty low for Oakford this past season but hours wise we have had one of our busiest. We did have the biggest fire in recent SJ history start on the boundary of Oakford. This incident ran for a number of weeks with continual patrols and flare ups.

We done a number of shifts further afield at Red Gully and Wooroloo. I'm proud to say Oakford members stepped up and were able to provide a crew every time we were requested.

The high season 3.4 we have received this season took a bit of shuffling to fit in the shed but we got there. This appliance has been an invaluable asset to Oakford and other SJ brigades that have used it. Having the high season appliance has allowed us to provide support to other regions while still keeping a full fleet on station to protect SJ. Now we have moved into the burning period it is still proving its worth as we conduct hazard reduction burns around the shire.

Staying on the topic of vehicles unfortunately, the 9.2 sustained some significant damage at Wooroloo when a light tanker drove off still attached and then while trying to leave the incident area a fallen powerline caught the appliance causing damage to the equipment locker.

Member wise we are holding steady at about 35 members of which 90% are attending regular training and incident response. The early notification of crew requirements for



out of shire incidents has given members the opportunity to make arrangements with work and attend more shifts. The frequent shifts has also given other members the chance to step into the crew leader role and gain more experience in this role.

We have had 4 new members join through the shires recruitment process all of which have been attending the brigade on Tuesday nights as well as the shire training on Thursday nights and are showing all the signs of continuing on with the brigade.

AGM is coming up shortly and a number of members have indicated they wish to nominate for the lieutenant roles, so it's great to see the brigade in such a healthy position with members wanting to take on these leadership roles.

5.10 Emergency Support Brigade

- Thank you to Ricky for moving forward. After many years it great that the Group has now become a Brigade.
- ESB have a membership of 27 at present with most having dual membership with a Brigade.
- Training calendar is being prepared for off season. Would be happy for Captains to join in these training sessions.
- Good response to all three major incidents this season and able to provide multiple shifts.
- Supplied crew to other ICVs.
- A chat page for all ICV's has been set up and this allows the sharing of resources.

5.1/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from the Chief Bush Fire Control Officer / Emergency Services Department.

5.2/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

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

5.3/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from the Department of Biodiversity, Conservation and Attractions.

5.4/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

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

5.5/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

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

5.6/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

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

5.7/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION



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

5.8/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

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

5.9/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

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

5.10/04/20 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

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

CARRIED EN BLOC BY ABSOLUTE MAJORITY 10/0

6. Urgent Business:

- Mundijong Captain thanked all for their support over the season. It has been a busy season and the Oakford Fire involved family members. Jarrahdale structure fire was an experience with lessons learnt by all. There was good interaction with FES, with on ground education and debrief afterwards.
- Serpentine Captain thanked the Chief and Deputies for their support over the last twelve months.
- Cr Atwell thanked the Chief for all of his great work over the year, he has been the best (to date).
- Director Development Services thanked Chief, we are grateful for the great work he has done. It's a tough job but he has set a very high benchmark.
- Chief thanked all, including the Brigades.
- Shire President Michelle Rich addressed the Committee on a number of matters.

7. Next meeting:

Schedule for BFAC Meetings to be held at 1900hrs

Shire of Serpentine Jarrahdale Civic Chambers	19 November 2021
Shire of Serpentine Jarrahdale Civic Chambers	TBA April 2022

8. Closure:

There being no further business, the Chairperson, Chris Burgess, declared the meeting closed at 1945hrs.