



Shire of
Serpentine
Jarrahdale

Bush Fire Advisory Committee

Unconfirmed Minutes

16 April 2020

1900hrs

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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

Ordinary Council Meeting - 18 May 2020



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Dear Committee Member

Minutes of the Bush Fire Advisory Committee Meeting held on Thursday, 16 April 2020 commencing at 1904hrs.

Director Development Services, Andrew Trosic chaired the meeting as Deputy Chairperson, Chris Burgess, had no audio.

Minutes

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

Voting Delegates

Andrew Trosic	Director Development Services/Chairperson
Cr Dave Atwell	Council Delegate
Aaron Kain	Chief Bush Fire Control Officer/Acting CESM
Jason Carrall	Byford Captain
Jason White	Mundijong Captain
Sarah Davis	Jarrahdale Acting Captain
Steve Brown	Serpentine Captain
Chris Burgess	Deputy Chairperson/Keysbrook Captain
Mike Ross	Oakford Captain

Non Voting Delegates

Cr Bill Denholm	Council Delegate (1935hrs)
Cr Dean Strautins	Council Delegate
Gillian French	Administration Officer/ES Technical Officer
Paul Southam	District Officer South East Department Fire and Emergency Services
Chris Wells	Deputy Chief Bush Fire Control Officer 3
Nathan Carrall	Coordinator Emergency Support Group
Dave Richer	Coordinator Emergency Support Group
Chris Phoebe	Department of Biodiversity, Conservation and Attractions

Apologies

Helen Sarcich	Deputy Chief Executive Officer/Director Community Services
Ken Elliott	Deputy Chief Bush Fire Control Officer 1

Observer

Cr Michelle Rich	Shire President
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2. Declaration of Councillor's, Officers and Committee Members interest:

Nil.

3. Minutes of Previous Meeting:

3.1 Amendments to Previous Minutes

6.9 OAKFORD BRIGADE

Following a recent fire in Boomerang Road and after discussion with the Brigade Executive and the Chief, Oakford Brigade will no longer attend fires at this site ***due to possible HAZMAT contamination and lack of correct PPE to safely engage in offensive firefighting at the site.*** They are happy to help with the provision of water. After a couple of recent breakdowns with the 9.2, Oakford are happy with the service being provided by Diesel Torque and thanked ESD for their support. They have 6 new members, 4 of which are now active. They have a consistently good turnout of members. Two members from Oakford were recently deployed to Kununurra and have shared their experience with the Brigade. They are short on MR licences so will have members undertake the necessary requirements to obtain their licence.

3.2 Bush Fire Advisory Committee Meeting – 21 November 2019

3.2/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

Moved M Ross, seconded J Carrall

That the minutes of the Bush Fire Advisory Committee Meeting held on 21 November 2019, as amended, be CONFIRMED (E19/15472).

CARRIED UNANIMOUSLY 9/0

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. All completed actions to be removed.



5. Agency and Brigade Reports:

5.1 Shire Report - Emergency Services Department

Local Government Grant Scheme Submission

In January of each year, DFES forward a copy of the LGGS Manual for that financial year and include an application for Operating and Capital Grants monies.

The Operating Grant is based on the average of the two previous years acquittals (which demonstrate expenditure trends) and show the current year's actual allocation, costing in an escalation factor of one percent. The Shire have the option to accept the assessed allocation or apply for an alternative amount. In this financial year the Shire accepted the allocated amount.

A copy of approved expenditure items from the LGGS Manual was forwarded to all Brigades in January with Captains asked whether there were any items the Brigade need within this current financial year. Please note that any item requested over \$1,500 requires a quote and the approval from DFES. To date officers have had no response from Brigades.

Officers have submitted a Capital Facilities application for the funding of the new Oakford Fire Station, noting however that a potential site is yet to be identified, and budget allocations are yet to be secured. These are two fundamental issues, and DFES are aware that if the Shire is unable to secure land or unable to fund the total cost, the capital grant submission will not be able to proceed.

Submissions go before a Capital Grants Committee for consideration and officers will update Captains and Deputies once a response has been received.

Fuel Load Assessment Training

Aaron Kain will run a fuel load assessment course for Fire Control Officers. This course was scheduled for March/April but due to present circumstances will be held as soon as is practicable. All FCO's showed interest in the course.

Fire Season 2019/2020 Summary

A hot start to the fire season with Shire Brigades and crews attending multiple Level 2 and 3 incidents including:

- Albany Complex
- Yanchep
- Norseman Complex
- Hyden Complex
- Spectacles
- Karnup
- Hopelands
- Multiple deployments to NSW, QLD
- NW deployment to Kununurra



Total incidents SJ per brigade (YTD)

Brigade	Total Calls
Keysbrook	14
Oakford	72
Jarrahdale	33
Mundijong	73
Serpentine	44
Byford	115
Total incidents in SJ shire	241

Detailed statistics located at the end of this document.

Achievements

- DFES and the Shire agreed to fund and appoint a CESM MOU. (FTE due to start on 20 April);
- Empowerment of local crews with Deputies/ FCOs/ Captains running incidents;
- Three separate lines of enquiry from SJ Shire and WA Police Taskforce Vulcan;
- BART trial currently running at Byford, Oakford, Mundijong, Serpentine;
- Two day Fireline Construction Course has been run by the Shire and DBCA for all Machine Operators within the Shire; and
- Second Mitigation Officer position interviewed.



Mitigation Activity Funding

- MAF funding of \$940,000 total in the last two years
- Numerous mitigation works underway (MAF)
- (UCL/UMR) Burns and mechanical works conducted behind the School in Jarrahdale
- (UCL/UMR) Burns planned for Serpentine and Byford
- (UCL/UMR) Significant works taking place on the Serpentine River (Underpruning, Restricting access, Firebreak reconstruction, signage)

Dates: 01/07/2019 to 06/04/2020	2019/2020	Total
KEYSBROOK BFB		
Called Off - No Attendance	3	3
False Call - Good Intent	1	1
Fire - Bushfire (lge)	8	8
Fire - Bushfire (sml)	1	1
Fire - Other/Rubbish/Vehicle	1	1
Total:	14	14

Dates: 01/07/2019 to 06/04/2020	2019/2020	Total
OAKFORD BFB		
Called Off - No Attendance	1	1
False Call - Good Intent	18	18
Fire - Bushfire (lge)	17	17
Fire - Bushfire (sml)	23	23
Fire - Other/Rubbish/Vehicle	8	8
Fire - Structure	4	4
Road Crash & Rescue	1	1
Total:	72	72

Dates: 01/07/2019 to 06/04/2020	2019/2020	Total
JARRAHDAL E BFB		
False Call - Good Intent	11	11
Fire - Bushfire (lge)	13	13
Fire - Bushfire (sml)	6	6
Fire - Other/Rubbish/Vehicle	2	2
Hazardous Situation	1	1
Total:	33	33

*Dates: 01/07/2019 to 06/04/2020*

	2019/2020	Total
MUNDIJONG BFB		
False Call - Good Intent	15	15
Fire - Bushfire (lge)	21	21
Fire - Bushfire (sml)	23	23
Fire - Other/Rubbish/Vehicle	7	7
Fire - Structure	4	4
Road Crash & Rescue	2	2
Search	1	1
Total:	73	73

Dates: 01/07/2019 to 06/04/2020

	2019/2020	Total
SERPENTINE BFB		
False Alarm - System Initiated	1	1
False Call - Good Intent	12	12
Fire - Bushfire (lge)	14	14
Fire - Bushfire (sml)	13	13
Fire - Other/Rubbish/Vehicle	3	3
Fire - Structure	1	1
Total:	44	44

Dates: 01/07/2019 to 06/04/2020

	2019/2020	Total
BYFORD BFB		
Called Off - No Attendance	3	3
False Alarm - System Initiated	14	14
False Call - Good Intent	28	28
Fire - Bushfire (lge)	17	17
Fire - Bushfire (sml)	33	33
Fire - Other/Rubbish/Vehicle	7	7
Fire - Structure	7	7
General Service Calls	1	1
Hazardous Situation	4	4
Road Crash & Rescue	1	1
Total:	115	115



Incident Type	2019/2020
Called Off - No Attendance	7
False Alarm - System Initiated	15
False Call - Good Intent	81
Fire - Bushfire (lge)	10
Fire - Bushfire (sml)	54
Fire - Other/Rubbish/Vehicle	15
Fire - Structure	10
General Service Calls	1
Hazardous Situation	13
Rescue & Medical	2
Road Crash & Rescue	33
Total	241



5.2 Department of Fire and Emergency Services

Great to be back with a new and improved left wing. It has been a challenging few months with Mike Ward and Mike Teraci undertaking Acting District Officers for the Shire. Glad they worked well with the Shire and continued works that had already been started.

From a DFES perspective, COVID-19 continues to have a significant impact with staff being seconded to Health and impacting on a day to day basis. There are obvious issues surrounding autumn burn programmes, and DFES are looking at similar strategies / guidelines that Parks and Wildlife have in place to enable us to continue to undertake these important works while we are working within quarantine conditions. Ongoing planning of mitigation activities for autumn and spring burns is continuing.

One of the main thing to come from DFES Commissioner is subsidized flu shots for all volunteers; a circular has been sent outlining requirements for provision of receipts. Offering a \$20 subsidy per flu injection. This includes both Bushfire and SES Units.

Ricky Southgate will commence as Community Emergency Services Manager Monday 20 April. This is a great step forward in the partnership between DFES and the Shire. Ricky comes with a wealth of experience in both volunteering and bushfire. I was pleasantly surprised with Ricky's appointment while I was absent and look forward to working with him in the future.

I would like to acknowledge Aaron Kain for the work he has done with the Shire and with the Brigades. I would also like to thank the Brigade Leadership Group for embracing the new agreement we have entered into with a CESM. Really exciting times ahead and I am looking forward to building on the relationship we already have with the Shire of Serpentine Jarrahdale. DFES also have Todd Pender taking over as District Officer SES. Todd is a retired police officer replacing Chris Kin-Maung. Both these new roles will bring a renewed enthusiasm and I am sure that Todd will enjoy working with the Shire.

The fire season as a whole was an average season for us in WA but special thank you to the Shire's volunteers for deployments undertaken not just within WA, but also in Queensland and New South Wales. I was fortunate enough to be deployed as the Liaison Officer in State Operations Centre for both of those States and feedback regarding WA firefighters were that they were second to none, they were very impressed by the volunteers sent over which is not only a credit to the members but also to the Brigades and Shire as well. Thank you all very much on behalf of DFES and we look forward to moving on with all of our projects through the winter period.

5.3 Department of Biodiversity, Conservation and Attractions

Thank you to BFAC members throughout the season. It was an interesting season with times spent over East as much as was spent in WA. Owing to a lot of the younger fuels around there were less ignitions but there was less time spent actually on the fire ground within our District. We are seeing lower fire numbers, less intensity and less time spent at fires so benefits have been seen which hopefully we can kick on throughout the burning season. In terms of numbers, the



District, in its entirety, has just experienced its 80th fire so this has been a relatively quiet season compared to years gone by. The last four or five fire seasons have been getting quieter and we believe this is largely connected to the burning programme we have in place.

Watch for fatigue in respect of COVID-19 and burning. We need to be mindful in longer shifts that attention does lapse as fatigue sets in. Encourage teammates if possible.

Parks and Wildlife are now in the early stages of their burning programme. There is a lot of encouragement from the Minister to keep the burning going but we will be working more from the outlying areas for obvious reasons. Appreciate the help from the volunteers, it is great that we can all work together.

5.4 Byford Brigade

Brigade are travelling well at the moment with some challenging works within their district this season. Thank you to all concerned for their support at these incidents. Thank you also to DFES for the support shown and the way they allowed the Brigades to carry on with running the fire with little interference, whilst acting in a mentoring capacity, supporting the volunteers.

Thank you to Aaron for coming into the Shire as Acting CESM. He was a great choice and worked well with the Brigades.

Byford is running on a three team roster due to COVID-19. We have a turnout crew from 0600-1800hr, 1800-0600hrs and a weekend team. If any member becomes sick the whole team will be stood down and the Brigade still has the capacity to introduce a new team.

Thank you to members of Development Services who alongside their Director quickly set up an Evacuation Centre. It was good to see the Director on board.

5.5 Mundijong Brigade

Mundijong are coping well with the current situation. After discussion with other Captains, they have decided not to continue with the split shift roster as they have not received many fire calls and it is very limiting with availability, especially during the day.

We are continuing to run a smaller crew number when and if possible and focusing on cleaning the trucks after use. Everyone is aware of the cleaning programme. Brigade members know that if they become sick they must notify the Captain and isolate as soon as possible.

Mundijong have had two large fires this season, being Karnup and Hopeland Road fires, one of which directly affected a Brigade member. The Brigade have stayed close to the member with offers of help and have undertaken various jobs on his property.

Crews also recently attending a vehicle fire which involved a car crash and rescue. The members coped admirably, thank you to Deputies and to Aaron for the support shown to the volunteers both on the night and afterwards. Mundijong Captain thanked all the volunteers, the Shire and DFES for their support throughout the year.



5.6 Jarrahdale Brigade

Sarah has taken over as Acting Captain for the time being. Jarrahdale has been very quiet, with not many fires in the area, but they have been happy to help support the other Brigades. Membership is good, with a few new members due to sit their Intro to Fire Fighting when training is back up and running.

The Brigade are looking forward to getting back to normal and getting members through their courses and undertaking some hazard reduction burns as well.

No split shifts have been implemented as they don't really have the membership to cover these and have a lot of FIFO members. They have the same volunteers on turnouts so this has not really been an issue. Crews are being kept to a minimum with a lot of cleaning being undertaken.

5.7 Serpentine Brigade

Pretty quiet season with a few fires in the last few weeks that have all been deliberately lit. Serpentine have eight new members. The Brigade has been split in two and undertake duties week about from Sunday to Sunday lunchtime.

Station and vehicles are being cleaned on a weekly basis, Brigade is coping well.

5.8 Keysbrook Brigade

Thank you to Andrew for undertaking to Chair the meeting whilst audio issues were sorted out.

Incidents this year have been in support of other Brigades and maintaining crews on large incidents. It was good to see that this could be maintained by Keysbrook with the two large incidents that they attended as they only have a small number of members who turn out to fires.

Awaiting some new equipment for the Brigade that has been held up due to COVID-19.

We would request in relation to crew changes, that the response officer be given as much notice as possible prior to these happening.

Thank you to Aaron for all he has undertaken in such a short period of time. Definitely made a big impact whilst he was here.

5.9 Oakford Brigade

Everything is going well at Oakford Brigade with no major issues or headaches to report.

Ten new applicants have joined the brigade in the last six months with eight of those ten having completed all brigade level inductions and now taking part in regular brigade training. The other two are FIFO and it has taken longer than usual to do complete the induction process.

Members are excited to see some progress on the new Oakford station after so long being left out in limbo with no permanent direction or plan. Hopefully this drive from Shire representatives and Brigade members continues and the project continues to progress.



Trials with the BART turnout and brigade management system have been received very well by members, currently we are using BART co-currently with our existing turnout procedure until we iron out all the bugs. I had hoped to have us swapped over to solely using BART by now as the current response officer does not wish to continue on but that has obviously been disrupted by other world events. Hopefully we will have everything on track before next fire season.

Oakford has had a very quiet fire season within our area with only a couple small incidents. Although this has arguably been the busiest season SJ Brigades have experienced in a number of years and this has really made some of the newer members aware of what a big commitment what we do really is. It has also given a number of members to opportunity to step up into crew leader and sector commander roles at these incidents.

5.10 Emergency Support Group

Would like to see ESG become a separate Brigade or Unit in its own right.

There are advantages in this as they already have their own budget in place (through LGGS and the Shire) and it would give them the ability to determine their own path whilst still working under Brigade, Shire and DFES structure.

This would allow them to set up a formal management within the Group instead of being a part of other Brigades which in turn allows them to allocate responsibilities accordingly.

At the moment the most critical aspect is that they are struggling with numbers and by becoming a separate Unit they would be able to recruit direct to ESG. Through previous discussions, there are people who are interested in becoming a part of ESG who are not interested in being members of the Bush Fire Brigades. At the moment nearly half the ESG members are active firefighters who would still have the ability to help when they wanted to. As they are a support unit of the firefighters, they would not like to have to strip Brigade members from active firefighting but would like the ability to recruit specific people who can no longer be active within the Brigades.

ESG do not have the ability to log themselves at incidents as a separate unit, therefore a lot of input and experience is lost.

This request is required to be put before BFAC for support and then ESG will undertake a study of how the structure of such a group would work going forward.

ESG have had a busy fire season as they have been called out to major fires within and out with the Shire. The formation of this separate Brigade/Unit would allow ESG to move forward. The approval of BFAC is requested.



Moved, J Carrall seconded C Burgess

5.1/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

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

5.2/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

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

5.3/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

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

5.4/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

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

5.5/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

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

5.6/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

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

5.7/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

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

5.8/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

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

5.9/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION

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

5.10/04/20 BUSH FIRE ADVISORY COMMITTEE RESOLUTION



That the Bush Fire Advisory Committee recommends Council NOTES the report from Emergency Support Group and supports research into a report of the possibility of the Emergency Services Group becoming its own independent Brigade/Unit.

CARRIED EN BLOC BY ABSOLUTE MAJORITY 9/0

Please note that the Bush Fire Advisory Committee does not have delegated authority to make decisions. All recommendations of the Bush Fire Advisory Committee are presented to Council for ratification.

6. Urgent Business:

Cr Denholm thanked Aaron Kain for his work as Acting CESM and welcomed Ricky Southgate to the Shire. Cr Denholm has had nothing but positive feedback **regarding** the CESM position and believes this feedback justifies and supports Council's decision to go down the CESM path.

On behalf of Council he would like to thank all the Brigade Captains and volunteers for all of their hard work during the fire season, it is much appreciated by Council and the Community.

Serpentine Captain asked some questions and was answered as below:

Q – When will training commence?

A – When the restrictions of COVID-19 have been lifted.

Q – Residents of Hopelands have enquired when verges and tree clearing on verges will be undertaken?

A – This question is best directed by the property owner either via telephone or email to info@sjshire.wa.gov.au. This ensures that the enquiry is allocated and answered by the appropriate department. Please encourage residents to contact the Shire directly.

Q – Serpentine Brigade have had issues with their 3.4 appliance. When will this be replaced? (This question was taken on notice and answered directly after the meeting).

A – The replacement criteria from DFES is 16 years which means that the vehicle is due for replacement indicatively between 2021 and 2026. The vehicle was commissioned in 2007.

7. Next meeting:

Schedule for BFAC Meetings to be held at 1900hrs

Shire of Serpentine Jarrahdale Civic Chambers	16 April 2020
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Shire of Serpentine Jarrahdale Civic Chambers	19 November 2020
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8. Closure:

There being no further business, the Acting Chairperson, Andrew Trosic, declared the meeting closed at 2014hrs.