



SHIRE OF
MANJIMUP

AGENDA

Bush Fire Advisory Committee

24 July 2024

Notice of Meeting

Please be advised that a meeting of the Shire of Manjimup Bush Fire Advisory Committee will be held on Wednesday, 24 July 2024, commencing at 7.00pm.

Manjimup Emergency Services Collocation Building
46 Bath Street
Manjimup WA 6258

If you are unable to attend, please advise Nicole Favero, Ranger and Emergency Services Administration Officer.

P: 08 9771 7777

E: nicole.favero@manjimup.wa.gov.au



Benjamin (Ben) Rose
Chief Executive Officer
8 July 2024

Important Matters for the Attention of Meeting Attendees:

- To ensure the proceedings are accurately recorded, this meeting may be electronically recorded in accordance with clause 6.16 of the *Shire of Manjimup's Standing Orders Local Law 2013*; and
- Any recommendations in this meeting are unable to be acted upon until such time as the recommendations are endorsed by Council, with the exception of recommendations that are of an administrative nature.

Function of Committee

Pursuant to *Section 67 of the Bush Fires Act 1954* the of the Shire of Manjimup Bush Fire Advisory Committee is a committee of Council and reports on strategic matters of fire control and management of the bush fire network. The Bush Fire Advisory Committee is to represent Volunteer Bush Fire Brigades within the Municipality and to make recommendations to Council on the following:

1. Annual bushfire budget and relevant financial matters.
2. General management and communication within the Bushfire organisation.
3. Planning, setting standards and works program for fire prevention within the Shire.
4. Formation, rationalisation or winding up of any Bush Fire Brigades within the Shire.
5. Standards of equipment that should be provided and maintained under Brigade control.
6. Distribution of firefighting equipment and funding between Brigades.
7. Coordination of training to ensure Brigades can work together efficiently.
8. Review of Council's Fire Protection Strategy.
9. Any other matter relating to bushfire control.
10. The committee will establish working groups as necessary.

AGENDA

1. Declaration of Opening the Meeting
ACKNOWLEDGEMENT OF COUNTRY
The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work throughout the region and we pay our respects to their Elders, past, present and emerging.
2. Attendance / Apologies
3. Declaration of Financial Interest
4. Review of BFAC Terms of Reference, Membership & Contact Details
5. Confirmation of the Minutes of the General Meeting held Wednesday 17 April 2024.
6. Council's Response to Minutes of the General Meeting held Wednesday 17 April 2024.

COUNCIL RESOLUTION

MOVED: Cr Eiby

SECONDED: Cr Miolin

29521

That Council receive and note the unconfirmed minutes of the Bush Fire Advisory Committee meeting held Wednesday 17 April 2024 as shown in Attachment: 9.16.2(1).

ADOPTED BY EN BLOC RESOLUTION: 8/0

7. Business Arising from Previous Minutes
 - 7.1 Action List
8. Correspondence
9. Members Reports
 - 9.1 Chief Bush Fire Control Officer
 - 9.2 CESM and Training Coordinator
 - 9.3 Department Fire and Emergency Services
 - 9.4 DBCA Parks and Wildlife Services
 - 9.5 Zone Delegate Reports
10. General Business
 - 10.1 Shire of Manjimup Firebreak & Fuel Hazard Reduction Notice 2024-2025
 - 10.2 Bush Fire Brigade Amalgamation – Yanmah with Glenoran BFB
 - 10.3 Bush Fire Brigade AGMs to be held by 30.09.2024
 - 10.4 General Matters from Members without Notice
11. Next Meeting to be held 2 October 2024.
12. Declaration of Close of Meeting

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7. Business Arising from Previous Minutes

7.1 Action List

Action & Meeting Date	Action	Update	Status	Person Responsible
25/05/2016	<p>Northcliffe Shed Construct a new facility for brigade</p>	<ul style="list-style-type: none"> • Shire of Manjimup successful in obtaining grant. DFES proposal to co-locate 2015. • Brigade met to discuss, in favour of co-location. DFES submitted proposal, awaiting response. Council approved DFES proposal. • \$30,000 in proposed Council budget for site works, budget adopted 10th August 2017. • DFES Funding available December 2017 • Construct building in the 2017 / 2018 year, once DFES funding is available. Shire of Manjimup and DFES signed funding agreement July 2018. BFB shed side construction underway. • Work currently ceased, waiting on paperwork from builder, then should recommence. • Purchase Orders have been issued and approved and the issue with builder now resolved. Funding arrangements with DFES resolved as well with a top up to complete the rebuild of Fire and Rescue station to become the Co-Location building. Northcliffe BFB building hoping to get to pretty quickly. Building to commence soon December 2019. • June 2020, 90% completion of the Bushfire Brigade shed. Stage two construction underway. • 90% of stage two complete. Shire to meet with BFB and FRS to discuss final completion of works. • Met with BFB and FRS on the completion of works, Builder to be back on site to complete the list of works required from 6 December 2021. <p>22/03/23: Backup Water Pump and double headed hydrant to be installed, hoses and taps requested, getting plumber is issue and an effective pump to back up. Charging plug and bump stops to be installed.</p> <p>12/07/23: Electrician engaged for charging plugs. Double hydrant received awaiting availability from plumber.</p> <p>17/04/24: Ongoing. Eric Beckett Coastal Zone advised vehicle battery chargers still sitting on chairs, charger cables still running on floor, twin hydrant, electric refill pump and pump shed not completed. Ongoing.</p> <p>24/07/24: Met with Electrician on site to review power tripping, could not find fault. While there reviewed Chargers and is sending a quote through. Plumber meeting onsite to also provide quote on works. Ongoing.</p>	In progress	Todd Ridley

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<p>29/08/2018</p>	<p>Link all Radio Repeaters Channels 251, 292, 142, 293 and 252 be linked together</p>	<ul style="list-style-type: none"> • T Ridley wrote to DFES in October • LSW ROAC moved motion for State to respond (28th March 2019). • Survey received from DFES re the Mid Band Network July 2019. • Survey completed by BFAC and returned to LSW DFES. Karri Valley Blackspot issue. • Awaiting a response from DFES and Karri Valley Blackspot issue. • 252, 293 and 142 digital links installed. Trial system throughout the fire season. • Report for Meeting. Write to DFES regarding issues with trial period. <p>07/12/22: Correspondence sent to DFES on the 3 November 2021. Still no response.</p> <p>22/03/23: Awaiting response from DFES, Todd to lodge ICT request for every fault.</p> <p>12/07/23: Still no response from DFES. Shire administration to write to DFES.</p> <p>17/04/24: Shire administration emailed DFES, no reply. Ongoing.</p>	<p>In progress</p>	<p>Todd Ridley</p>
<p>03/23 22/03/2023</p>	<p>Shire of Manjimup Bush Fire Brigade Local Laws</p>	<p>22/03/23: Recommendation that Council accept and proceed with the legal requirements of the Local government Act 1995 in implementation. BFAC DECISION 2023/04</p> <p>12/07/23: Presented at Council meetingCOUNCIL RESOLUTION 29098, Advised Ministers and went to advertising as per agenda item, now waiting on Ministers comments and then it goes to Joint Standing Committee.</p> <p>17/04/24: Joint Standing Committee commented and amendments were required in regard to Appointment of Members. Draft being submitted to Council at meeting 11 April 2024.</p> <p>24/07/24: Going back to Council with Consideration of Submissions and Final Adoption of Shire of Manjimup Bush Fire Brigade Amendment Local law 2024.</p>	<p>In progress</p>	<p>Todd Ridley</p>
<p>04/23 22/03/2023</p>	<p>Brigade/Shire owned Slip On Units</p>	<p>22/03/23: In Item 10.3 BFAC recommendation for CESM to inspect all Brigade/Shire owned slip on units and report to BFAC in July. BFAC DECISION 2023/05</p> <p>12/07/23: Commenced work, designed new <i>Form 5.3.24 Appliance – Brigade Owned Slip-ons and Fast Fill Trailers – Report</i> and currently still compiling these together with photos for report which will present at next BFAC meeting.</p> <p>17/04/24: Work in progress.</p>	<p>In progress</p>	<p>Todd Ridley</p>
<p>06/23 12/07/2023</p>	<p>Pemberton North Zone – FCO succession plan</p>	<p>12/07/23: CESM to arrange a meeting with Brigade and Chief's to discuss and work out a succession plan regarding FCO's for Pemberton North Zone</p> <p>17/04/24: Work in progress.</p>	<p>In progress</p>	<p>Todd Ridley</p>

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<p>09/23 12/07/2023</p>	<p>Crewing of Appliances</p>	<p>12/07/23:</p> <ol style="list-style-type: none"> 1. That Shire administration, on behalf of the Bush Fire Advisory Committee, write to all Bush Fire Brigades with ESL appliances and request they provide the following information: <ol style="list-style-type: none"> a. The number of trained members with the appropriate class of Drivers Licence; and b. If their Brigade has the means to crew their allocated appliance outside of the Brigade area but within Shire Boundaries. 2. That Shire Administration report back to BFAC on the findings of that request and supply the Chief's with a list of trained members with truck drivers licences. <p>17/04/24: Only received lists from Northcliffe, Mordalup, Walpole and Springfield. May need to go back to the Brigades, nothing further raised at meeting. Ongoing.</p>	<p>In progress</p>	<p>Todd Ridley</p>
<p>11/23 12/07/2023</p>	<p>Contingency Plan for Chief & Deputy CBFCO's</p>	<p>12/07/23: Shire Administration to add this to FCO & Captain Meeting as an Agenda Item to address if there is a contingency plan for the Chief's or if there is a need to reintroduce Senior FCO or Chief in Training for succession planning.</p> <p>17/04/24: This was part of the FCO and Captains Meeting presentation that was held in October 2023 with no clear direction received from members. Ongoing.</p>	<p>Ongoing</p>	<p>Todd Ridley</p>
<p>01/24 17/04/2024</p>	<p>Get Well Card to CESM</p>	<p>17/04/24: Chair requested Admin send a Get Well card to Todd Ridley from BFAC Members.</p> <p>24/07/24: Card delivered to Todd at home from all members of BFAC. Very much appreciated by Todd.</p>	<p>Completed</p>	<p>Nicole Favero</p>
<p>02/24 17/04/2024</p>	<p>Northcliffe 4.4 Engine Light Issue</p>	<p>17/04/24: Chair requested Admin to follow up on the Northcliffe 4.4 engine light issue and report back to Brigade.</p> <p>24/07/24: Admin investigated and found that this was reported September 2023 and actioned at service in November last year at which time the Fault was provided to Mechanic and requested he investigate. This was done and he reset the code, which he has done many times and advised it is because the vehicle battery isolator is being turned off too soon after vehicle is switched off as the isolator is to remain on for 30 seconds after engine shutdown and it wasn't happening (he has also advised Brigade of this). Admin booked the appliance in at Milentis in Manjimup in May to further investigate this issue, they also reset the code and serviced aircon (advising same info regarding isolator switch), completed.</p>	<p>Completed</p>	<p>Nicole Favero</p>

5. Confirmation of the Minutes of the General Meeting held Wednesday 17 April 2024.

RECOMMENDATION/BFAC DECISION 2024/XX

"That the unconfirmed minutes of the Bush Fire Advisory Committee Meeting held Wednesday, 17 April 2024 be confirmed as a true and correct record."

Moved: TBA

Seconded: TBA

CARRIED: XX/0

10.1 Shire of Manjimup Firebreak & Fuel Hazard Reduction Notice 2024-2025

RECOMMENDATION/BFAC DECISION 2024/XX

"That Council endorse the *Shire of Manjimup Firebreak and Fuel Hazard Reduction Notice 2024-2025.*"

Moved: XX

Seconded: XX

CARRIED:XX/0

10.2 Bush Fire Brigade Amalgamation – Yanmah with Glenoran BFB

RECOMMENDATION/BFAC DECISION 2024/XX

"That Administration proceed to advertising for the Amalgamation of Yanmah and Glenoran Bush Fire Brigades."

Moved: XX

Seconded: XX

CARRIED:XX/0