

**SHIRE of
MT MARSHALL**



NOTICE of MEETING

**Mt Marshall Bush Fire Advisory
Committee**

**Notice of Meeting to be held at
the Beacon Town Hall, Hamilton Street,
Beacon,
on Monday 11th September 2023
commencing at 5.00pm**

Damian Tomas
Chairperson

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**Agenda for the Mt Marshall Bush Fire Advisory Committee Meeting
on Monday 11 September 2023**

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**Agenda for the Mt Marshall Bush Fire Advisory Committee Meeting
on Monday 11 September 2023**

1.0 Declaration of Opening

2.0 Record of Attendance/Apologies

3.0 Confirmation of Minutes of Previous Meetings

3.1 Minutes of the Mt Marshall Bush Fire Advisory Committee Meeting held Wednesday 29 March 2023

OFFICER RECOMMENDATION:

That the Minutes of the Mt Marshall Bush Fire Advisory Committee meeting held on Wednesday 29 March 2023 be confirmed as a true and correct record of proceedings.

Voting Requirement: Simple Majority

4.0 Items from Previous Meeting

4.1 Status Report

File Ref:	N/A
Applicant/Proponent:	Nil
Author:	Jordan Millar – Regulatory Officer
Declaration of Interest:	Nil
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
Attachments:	4.1 – Status Report – September 2023

Report Purpose:

The status report is a register of tasks allocated to Shire staff for actioning on behalf of the Committee. Tasks will remain on the report with staff providing updated comments until the point of completion or until the Committee is satisfied with the information provided.

OFFICER'S RECOMMENDATION:

Information is received by the Bush Fire Advisory Committee.

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5.0 Information for the Committee

Welbungin Fire Shed

- The steel has now been delivered. It is expected that preliminary earthworks will be carried out and footings laid within the first two weeks of September. Due to a delay with the building company as well as plans to hold the Welbungin Centenary at the end of September at the site, the concrete pad is scheduled to be laid at the beginning of October.

DFES Volunteer Training

- Basic training (***Bushfire Safety Awareness & Firefighting Skills***) has been offered to Bushfire Brigade Volunteers on various occasions. Response has been minimal with only four people recorded as attending. If further training is requested by any members of the Brigades, the Shire will attempt to secure DFES trainers for another session prior to the start of the bush fire season.
- ***Scribe/Administration*** Training has been requested to assist the Chief Bushfire Control Officer during emergencies. DFES have confirmed that at a minimum, Rural Fire Awareness needs to be completed however, it would be beneficial for these volunteers to complete the Bushfire Safety Awareness training. DFES will be supplying a “how to” guide which can be laminated and put in the Chief’s vehicle to advise the scribes what details need to be recorded, what actions need to be taken as well as providing information on key contacts.
- ***Respiratory Protection (Scott Promask)*** training has been requested to DFES who have agreed to arrange a half day training for those who have previously completed Bushfire Safety Awareness & Firefighting Skills courses. This will allow Brigade members to be well informed on the use and maintenance of these masks. Date suggestions welcomed.
- ***Rural Fire Awareness*** (previously Farmer Response) Training is now available online for all farmers and farm employees. If the individual is a current Brigade member, they can access training within the online portal. If the individual is not a Brigade member, DFES can provide an external link to access the training.
- ***Leadership and Advanced Bushfire*** training was due to be held in Beacon at the start of August. DFES decided to reschedule with currently no update on when the training will be rescheduled for.

Shire Water Map

- As previously discussed at the March 2023 Committee meeting, the Shire was in the process of creating a flyer to be sent out to all landowners within the Shire requesting details of water locations on their property that could be accessible by Emergency Services. The flyer was sent out with the 23/24 rates notices. We have had 3 responses.

Servicing of Vehicles

- Brigade vehicles have been serviced in time for the 23/24 bushfire season. If any have been missed, please let the Shire know as soon as possible so it can be arranged.

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Townsite Fire Break Inspections

- Townsite firebreak inspections will commence on Monday October 2nd, 2023, by Shire staff. WA Contract Ranger Services will also assist with inspections. BFCO's are encouraged to contact the Shire if they are aware of any properties that require attention. Letters will be sent to non-complying landowners following the inspections advising that the Shire has powers under the Local Government Act 1995 and Bush Fires Act to enter their property to remove the offending materials and recoup any costs associated with this work from the owner.

Radios

- DFES have advised that the removal of the radio's from former BFCO's vehicles has not progressed any further within the contractor's system since first request in March 2023. DFES have suggested that the Shire engage with a contractor from Northam directly to speed up the request. The Shire will contact Westwide Auto Electrical in Northam to arrange when the radios are available for removal.

6.0 Reports

6.1 Regulatory Officer

6.1.1 Application for Fire Permits

File Ref:	4.0596
Applicant/Proponent:	Nil
Author:	Jordan Millar – Regulatory Officer
Declaration of Interest:	Nil
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	6.1.1 – Application to Apply for a Permit to Burn - DRAFT

Report Purpose:

The purpose of this report is to ensure that all residents of the Shire understand the terms and conditions of lighting a fire on land located in the Shire of Mt Marshall. The completion and approval of this application provides confirmation that the landowner has completed suitable training surrounding Rural Fire Awareness and the terms and conditions have been read by the individual.

Background:

Currently residents are required to contact a Shire of Mt Marshall Bush Fire Control Officer to obtain a permit to set fire to bush. It has been noticed that in more recent years, some individuals have not been obeying the terms and conditions outlined on these permits, which has been a cause for concern to those who issue the permits.

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Consultation:

Ben McKay – Chief Executive Officer
Damian Tomas – Chief Bushfire Control Officer

Statutory Environment:

BUSH FIRES ACT 1954 (as amended)

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Failure to make the changes could result in increased risk of fire within the Shire putting volunteers and the community at risk.

Community & Strategic Objectives:

Community

Encourage and support volunteers and community groups to grow an active volunteer base that feels valued

Governance and Leadership

Provide informed and transparent decision making that, meets our legal obligations, reflect the level of associated risk, and are adequately explained to community

Comment:

By introducing this process, it provides the Shire's Bush Fire Control Officer's with confidence that the applicant is aware of all the requirements and responsibilities expected of a permit holder.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION:

That the Committee supports the decision to present this application form to Council for their consideration.

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Comment:

The Committee is encouraged to support the minor amendment to the policy as presented in the attachment.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION:

That the Committee supports that the amended policy E&E.1.2 Paid Leave on Voluntary Service (attachment 6.1.2b) is presented to Council for their consideration.

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6.2 Department of Fire & Emergency Services

7.0 Other Reports

7.1 Chief Bush Fire Control Officer

- **Restricted Burning** – Discuss start date.
- **Town Blocks and Road Verges** – To be discussed.
- **Fire Breaks** – To be discussed.

7.2 Deputy Chief Bush Fire Control Officer

7.3 Bush Fire Control Officers - Beacon

7.4 Bush Fire Control Officer - Bencubbin

7.5 Bush Fire Control Officer - Cleary

7.6 Bush Fire Control Officers - Gabbin

- **Air Control Course & Support Role Radios** – To be discussed.
- **Out of Area Deployments** – To be discussed.

7.7 Bush Fire Control Officers - Welbungin

7.8 Bush Fire Control Officers - Wialki

7.9 Beacon Volunteer Emergency Services Unit

8.0 Next Meeting – To be confirmed

To be confirmed.

9.0 Closure of Meeting