

SHIRE OF
HARVEY

A Breath of Fresh Air

Bush Fire Advisory Special Committee Meeting **Minutes**

Harvey Hills/SES Complex
Monday 19 July 2021
7.30pm

Shire of Harvey

Bush Fire Advisory Special Committee Meeting

Minutes of the Bush Fire Advisory Special Committee Meeting held on Monday, 19 July 2021, in the Harvey Hills/SES Complex, Harper Street, Harvey commencing at 7.30pm.

Attendance**Committee Membership - Voting**

Chairperson/Chief Bush Fire Control Officer

Mr. M. Papalia

Brigade Delegates

Binningup

Mr. D. Nandapi

Cookernup

Mr. R. Lawrence

Harvey Hills/Benger (DCBFCO North)

Mr. V. Byrd

Leschenault (DCBFCO South)

Mr. W. Jackson

Myalup

Mr. P. Brown

Brunswick/Olive Hills/Roelands

Mr. W. Fenn

Uduc

Mr. G. Morgan

Yarloop

Mr. R. Wood

Committee Membership – Non Voting

Council Delegate

Cr. F. Burgoyne

Community Emergency Services Manager/Training Coordinator

Mr. J. Maddern

Manager Waste & Safety Services

Mr. H. Jones

Department Fire and Emergency Services

Mr. G. McAneny

Department of Biodiversity, Conservation and Attractions

Mr. D. Harvey

Note: Only the eight Brigade Delegates have the right to vote. The Chairperson has a casting vote should there be a tied vote only.

1 Official Opening

The Presiding Officer, Mr. Michael Papalia, opened the meeting at 7.30pm.

2 Declarations of Members' and Officers' Personal Interest

3 Record of Apologies and Leave of Absence

Apology: Mr. Darren Harvey, DBAC

Apology: Ms. Donna Walker, BRPC

Apology: Mr. Gary McAneny, DFES

4 Confirmation of Minutes

4.1 Confirmation of Minutes – 17 May 2021

The minutes of the Bush Fire Advisory Committee held on 17 May 2021 are attached hereto.

Recommendation

That the Minutes of the Bush Fire Advisory Committee Meeting held on 17 May 2021, as attached, be confirmed as a true and correct record.

Moved: V. Byrd Seconded: W. Jackson

That the Minutes of the Bush Fire Advisory Committee Meeting held on 17 May 2021 be confirmed as a true and correct record.

CARRIED 8/0

5 Reports of Officers

Item No.	5.1
Subject:	2021 – 2022 Appointment of Volunteer Bush Fire Brigade Officer Bearers
Proponent:	Shire of Harvey
Location:	Various
Reporting Officer:	Manager Waste and Safety Services
Authorising Officer:	Director Infrastructure Services
File No.:	RS1006
Attachments:	

Summary

The Shire is required in accordance with the *Bush Fires Act 1954*, and with reference to its Bush Fire Brigades Local Law 2017 to appoint a Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers (South and North), Shire Bushfire Training Coordinator and other Fire Control Officers as deemed necessary.

Background

At the Bush Fire Advisory Committee (BFAC) meeting held on Monday 17 May 2021, the Committee resolved to defer the appointment of Office Bearers until discussion had taken place regarding the implementation of required training to ensure all nominees for Office Bearers have the required minimum training standards.

The following recommendation was adopted by BFAC on 17 May 2021:-

Moved: R. Wood Seconded: P. Brown

- 1. That a meeting be held including the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers, Community Emergency Services Manager and the Manager of Waste and Safety Services to discuss the implementation of required training to ensure all nominees for Office Bearers have the required minimum training requirements.*
- 2. That the nominations for appointed nominated Office Bearers be deferred until a special meeting of the Bush Fire Advisory Committee to be held on 14 June 2021.*

BFAC 21/05 Carried 5/0

Reason: That a nominee has not completed the training to hold that position as required within the Shire's Bush Fire Policy 2.3.14.

Council at its meeting on 22 June 2021, adopted Policy 2.3.14 – Minimum Training Standards (**Attachment No. 5.1**) with transitional provisions with the recommended training requirements for Office Bearers.

If members nominate for a position without completing the recommended training but are enrolled to do so, then they can be considered for that role until the training has been completed. This would allow candidates to fulfil non-operational aspects of the role and operational aspects as per *Bush Fires Act 1954* turnout protocol only until minimum training standards are met.

Bush Fires Act 1954 Turnout Protocol "On arrival at an incident the most senior fire fighter will be the officer in charge of the incident until a more qualified fire fighter arrives".

The training requirements need to be fulfilled before August 2022.

The following is a schedule of current appointments: -

- | | |
|--|----------------|
| • Chief Bush Fire Control Officer | Mr. M. Papalia |
| • Deputy Chief Bush Fire Control Officer (South) | Mr. W. Jackson |
| • Deputy Chief Bush Fire Control Officer (North) | Mr. V. Byrd |
| • Shire of Harvey Bush Fire Training Coordinator | Mr. J. Maddern |

Comment

The following nominations have been received:-

- | | |
|--|----------------|
| • Chief Bush Fire Control Officer | Mr. M. Papalia |
| • Deputy Chief Bush Fire Control Officer (South) | Mr. W. Jackson |
| • Deputy Chief Bush Fire Control Officer (North) | Mr. V. Byrd |
| • Shire of Harvey Bush Fire Training Coordinator | Mr. J. Maddern |

By virtue of his position as the Community Emergency Services Manager and his position description Mr. Jason Maddern is the Shire's Bush Fire Training Coordinator.

Statutory/Policy Environment

Bush Fire Act 1954, Section 38(1) Powers to appoint officers and determine seniority.

Strategic Framework

The Shire's Strategic Community Plan 2021 – 2027, states:

- | | |
|---------------|---|
| Goal 2: | A safe, accessible and connected community where everyone has the opportunity to contribute and belong. |
| Objective 2.3 | Active and resilient community groups and volunteers. |
| Goal 5: | A representative leadership that is future thinking, transparent and accountable. |
| Objective 5.4 | Sound governance, including financial, asset and risk management. |

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Safety and Security Practices** and **Failure to Fulfil Compliance Requirements**. The consequence is assessed as **Health or Compliance** with a rating of **Major** if Council was to accept an untrained or unqualified persons for a responsible Bush Fire position. The Likelihood of this is **Rare**, resulting in a **Low** risk being present.

Budget Implications

Nil.

Voting Requirements

Simple Majority.

Officer's Recommendation

That Council appoints the following persons to these positions for the 2021-2022 fire season:-

- | | |
|---|---------------------|
| 1. Chief Fire Control Officer | Mr. Michael Papalia |
| 2. Deputy Bush Fire Control Officer (South) | Mr. Wayne Jackson |
| 3. Deputy Bush Fire Control Officer (North) | Mr. Vaughn Byrd |
| 4. Shire of Harvey Bush Fire Training Coordinator | Mr. Jason Maddern. |

Moved: G. Morgan Seconded: R. Wood

That Council appoints the following persons to these positions for the 2021-2022 fire season:-

- | | |
|---|---------------------|
| 1. Chief Fire Control Officer | Mr. Michael Papalia |
| 2. Deputy Bush Fire Control Officer (South) | Mr. Wayne Jackson |
| 3. Deputy Bush Fire Control Officer (North) | Mr. Vaughn Byrd |
| 4. Shire of Harvey Bush Fire Training Coordinator | Mr. Jason Maddern. |

CARRIED 8/0

Item No.	5.2
Subject:	2021-2022 Appointment of Volunteer Bush Fire Brigade Fire Control Officers
Proponent:	Shire of Harvey
Location:	Various
Reporting Officer:	Manager Waste and Safety Services
Authorising Officer:	Director Infrastructure Services
File No.:	RS1006
Attachments:	

Summary

Council is required in accordance with the *Bush Fires Act 1954* and its Bush Fire Brigades Local Law 2017 to appointment nominated Fire Control Officers (FCO's).

Background

At the Bush Fire Advisory Committee (BFAC) meeting held on Monday 17 May 2021, the Committee resolved to defer the appointment of Office Bearers until discussion had taken place regarding the implementation of required training to ensure all nominees for Office Bearers have the required minimum training standards.

The following recommendation was adopted by BFAC on 17 May 2021:-

Moved: R. Wood Seconded: P. Brown

3. That a meeting be held including the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers, Community Emergency Services Manager and the Manager of Waste and Safety Services to discuss the implementation of required training to ensure all nominees for Office Bearers have the required minimum training requirements.
4. That the nominations for appointed nominated Office Bearers be deferred until a special meeting of the Bush Fire Advisory Committee to be held on 14 June 2021.

BFAC 21/05 Carried 5/0

Reason: That a nominee has not completed the training to hold that position as required within the Shire's Bush Fire Policy 2.3.14.

Council at its meeting on 22 June 2021, adopted Policy 2.3.14 – Minimum Training Standards (**Attachment No. 5.1**) with transitional provisions with the recommended training requirements for Office Bearers.

If members nominate for a position without completing the recommended training but are enrolled to do so, then they can be considered for that role until the training has been completed. This would allow candidates to fulfil non-operational aspects of the role and operational aspects as per *Bush Fires Act 1954* turnout protocol only until minimum training standards are met.

Bush Fires Act 1954 Turnout Protocol "On arrival at an incident the most senior fire fighter will be the officer in charge of the incident until a more qualified fire fighter arrives".

The training requirements need to be fulfilled before August 2022.

Nominations can only be accepted if the nominee is suitably qualified and trained.

Local Volunteer Bush Fire Brigades are required to submit to this meeting persons nominated by their individual brigade for the position of FCO for designated locations within the various brigade areas.

Brigade	Current FCO
Leschenault	Mr. Michael Papalia
Leschenault	Mr. Peter Simpson
Binningup	Mr. Mal Adams
Myalup	Mr. Wayne Jackson
Yarloop	Mr. Matthew Anzellino
Uduc	Mr. Kevin Prowse
Brunswick/Roelands/Olive Hills	Mr. Robert George
Harvey Hills	Mr. Vaughn Byrd
Harvey and Australind townsites	Shire Rangers
Cookernup	Mr. Murray Hooper

Comment

The following nominations have been received from Brigades:-

Name	Nomination
Leschenault	Mr. Michael Papalia
Leschenault	Mr. Peter Simpson
Binningup	<i>No Nomination Received</i>
Myalup	Mr. Wayne Jackson
Yarloop	Mr. Darryl Wilson
Uduc	Mr. Kevin Prowse
Brunswick/Roelands/Olive Hills	Mr. Robert George
Harvey Hills	Mr. Vaughn Byrd
Harvey and Australind townsites	Shire Rangers
Cookernup	Mr. Derek Everington

It is recommended that Shire Rangers be appointed for both the Harvey and Australind townsites.

Statutory/Policy Environment

Bush Fires Act 1954, Section 38 (1) - power to appoint Fire Control Officers.

Bush Fire Brigades Local Law 2017, Clause 3.7 relates to the appointment of these positions.

Strategic Framework

The Shire's Strategic Community Plan 2021 – 2027, states:

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.
- Objective 2.3 Active and resilient community groups and volunteers.
- Goal 5: A representative leadership that is future thinking, transparent and accountable.
- Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

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Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Safety and Security Practices** and **Failure to Fulfil Compliance Requirements**. The consequence is assessed as **Health** or **Compliance** with a rating of **Major** if Council was to accept an untrained or unqualified persons for a responsible Bush Fire position. The Likelihood of this is **Rare**, resulting in a **Low** risk being present.

Budget Implications

Nil.

Voting Requirements

Simple Majority.

Officer's Recommendation

That Council appoints the following persons as Fire Control Officers for the 2021-2022 season: -

Brigade	Fire Control Officer
Leschenault	Mr. Michael Papalia
Leschenault	Mr. Peter Simpson
Binningup	Mr. Peter Simpson
Myalup	Mr. Wayne Jackson
Yarloop	Mr. Darryl Wilson
Uduc	Mr. Kevin Prowse
Brunswick/Roelands/Olive Hills	Mr. Robert George
Harvey Hills	Mr. Vaughn Byrd
Harvey and Australind townsites	Shire Rangers
Cookernup	Mr. Derek Everington

Moved: P. Brown Seconded: R. Lawrence

That Council appoints the following persons as Fire Control Officers for the 2021-2022 season: -

Brigade	Fire Control Officer
Leschenault	Mr. Michael Papalia
Leschenault	Mr. Peter Simpson
Binningup	Mr. Peter Simpson
Myalup	Mr. Wayne Jackson
Yarloop	Mr. Darryl Wilson
Uduc	Mr. Kevin Prowse
Brunswick/Roelands/Olive Hills	Mr. Robert George
Harvey Hills	Mr. Vaughn Byrd
Harvey and Australind townsites	Shire Rangers
Cookernup	Mr. Derek Everington

CARRIED 8/0

6 General Business

Discussions were held about the higher level training requirements in the region and the lack of available courses. Mr. Jason Maddern said that this has been raised regionally and has been addressed. Regionally a number of training courses have been undersubscribed with some being cancelled.

Mr. Ron Lawrence raised a concern with the number of year's operational experience to hold a leadership role as a captain. It has been identified that there was an administration error in the number of years quoted in the Policy and this will be amended to represent the correct number of five (5) years.

Mr. Jason Maddern notified BFAC representatives the following updates:

- thermal imaging cameras have arrived and these will be rolled shortly to the brigades;
- the Uduc Bush Fire Brigade will be receiving two new light tankers shortly;
- announcement that the Shire of Harvey will be receiving \$205,132 for Bush Fire Brigades and \$34,700 for SES Units under the approved 2021-2022 LGGS Operating Grant.

Mr. Ron Lawrence raised a concern about mitigation required on a Cookernup reserve and some roadside verges. Mr. Lawrence was told that the Coordinator Ranger Services' details will be provided after the meeting.

Mr. Michael Papalia thanked the nominees and wished everyone a safe season ahead.

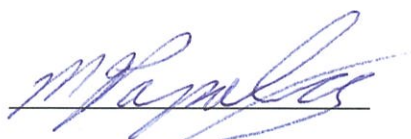
7 Next Meeting

The next meeting of the Bush Fire Advisory Committee is to be held on Monday 15 November 2021 at the Harvey Hills/SES Complex Meeting Room, commencing at 7.30pm.

8 Closure of Meeting

There being no further business to discuss, the meeting was declared closed at 8.12pm.

I, Mr Michael Papalia certify that the aforesaid Minutes of the meeting held on Monday, 19 July 2021, are a true and correct record of that meeting on Monday 19 July 2021.



Michael Papalia
Chief Fire Control Officer