



Agenda

Bush Fire Control Officers Committee Meeting
Wednesday 25 September 2024

Date	Wednesday 25 September 2024
Time	3.30pm
Location	Shire of Wickepin 77 Wogolin Road, Wickepin WA 6370
Distribution Date	Friday 20 September 2024



Notice of Meeting

Please be informed the Bush Fire Control Officers Committee Meeting of the Shire of Wickepin will be held at 4:00pm on Wednesday 25 September 2024 at the Shire of Wickepin, 77 Wogolin Road, Wickepin WA 6370.

Kellie Bartley
Chief Executive Officer
Tuesday 24 September 2024

Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Wickepin for any act, omission or statement or intimation occurring during council/committee meetings or during formal/informal conversations with staff. The Shire of Wickepin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during council/committee meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Wickepin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns that anyone who has an application lodged with the Shire of Wickepin must obtain and only should rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.

Terms of Reference

1. Name

Bush Fire Control Officers Committee

2. Members

Voting Members

- Chief Bush Fire Control Officer
- Deputy Chief Bush Fire Control Officer
- All Fire Control Officers

Non-Voting Members

- Representative(s) from DFES
- Representative(s) from Wickepin Police
- Shire of Wickepin CEO and nominated staff

3. Function of the Committee

To provide advice to Council in regard to all matters relating to bush fire control, prevention and management including recommendations on the annual firebreak requirements, capital (equipment) purchase, review of firefighting/prevention practices, firefighting training, etc.

4. Role and Scope of the Committee

To advise the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.

5. Meeting Frequency

Twice per annum with scope to call additional meeting if need arises (i.e. post-emergency events) – actual dates to be determined by the Presiding Member in consultation with Committee Members and applicable Shire officers.

6. Delegated Powers

The Committee has no delegated powers and is an advisory committee to Council only. Recommendations of Committee meetings are to be presented to Council by Shire officers for noting or consideration as soon as practicable after unconfirmed minutes of Committee meetings are available.

Contents

1	Declaration of Opening	6
2	Attendance	6
2.1	Present	6
3	Apologies and Leave of Absence	6
3.1	Apologies	6
4	Presentations	6
4.1	Presentations	6
5	Declarations of Members and Officers Interest	7
6	Confirmation of Minutes of Previous Meetings	7
6.1	Minutes of the Bush Fire Control Officers Meeting held on 26 March 2024	7
6.2	Business Arising From Minutes	7
7	Status Report	7
8	Motions of Which Notice Has Been Given	8
9	Notices of Motions for the Following Meeting	8
10	Reports and Information	9
10.1	Chief Bush Fire Control Officers Report – Trevor Leeson	9
10.2	Deputy Chief Bush Fire Control Officer – Luke Lansdell	10
10.3	Wickepin Central Brigade	10
10.4	Townsendale Brigade	10
10.5	Yealering Brigade	10
10.6	Tincurrin/Toolibin/Harrismith Brigade	10
10.7	Wickepin East Brigade	10
10.8	Gavin Stevens - Department of Fire and Emergency Services	11
10.9	Shire of Wickepin	12
11	Appointments 2024/2025 Fire Season	13
11.1	Captain – Wickepin Central	13
11.2	Dual Fire Control Officers from adjoining Shires	13
12	General Business	13
12.1	Burning Periods	13
12.2	Harvest and Fire Ban 2024/2025 Season	13
12.3	Facey Group – Weather Stations	14
12.4	ROAC update	14
13	For Information/Circulars	14

14 Closure.....14

1 Declaration of Opening

The Chair declared the meeting open at [time].

2 Attendance

2.1 Present

Members

T Leeson	Chief Bush Fire Control Officer	(Townsendale)
L Lansdell	Deputy Chief Bush Fire Control Officer	(Townsendale)
R Butler	Fire Control Officer	(Townsendale)
P Russell	Fire Control Officer	(Wickepin)
D White	Fire Control Officer	(Tincurrin/Toolibin/Harrismith)
D Stacey	Fire Control Officer	(Yealering)
G McDougall	Fire Control Officer	(Tincurrin/Toolibin/Harrismith)
W Astbury	Fire Control Officer	(Tincurrin/Toolibin/Harrismith)
J Hamilton	Fire Control Officer	(Yealering)
T Mullan	Fire Control Officer	(Yealering)
T Russell	Fire Control Officer	(Wickepin)
C Sims	Fire Control Officer	(Yealering)

Vacant Wickepin Police

G Stevens Department of Fire and Emergency Services

Employees

K Bartley	Chief Executive Officer
G Hedditch	Manager Works and Services

3 Apologies and Leave of Absence

3.1 Apologies

4 Presentations

4.1 Presentations

5 Declarations of Members and Officers Interest

A member or officer who has an impartiality, proximity or financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during, any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest have been disclosed –

6 Confirmation of Minutes of Previous Meetings

6.1 Minutes of the Bush Fire Control Officers Meeting held on 26 March 2024.

Officer Recommendation

That the minutes of the Bush Fire Control Officers Meeting held on 26 March 2024 be confirmed as a true and correct record.

6.2 Business Arising From Minutes

7 Status Report

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc.).

Subject/Action	Officer	Progress	Status	Comment
Additional Fire Radios	CEO	That the Committee recommends to Council to purchase an additional two (2) base station fire radios and four (4) transferable vehicle radios to provide additional radio coverage for Bush Fire Control Officers, some of which are in light radio coverage areas.	✓	Funds allocated in the 2023-2024 Annual Budget.
Great Southern Fuels	CEO	Can there be fuel supplies during an emergency	✓	CEO & WMS has met with GSF on this matter and advice for the best situation possible

				in the case of an emergency. GSF and the Shire will work together to achieve this outcome during an emergency with a point to be able to link in the generator.
Blackspot Areas	CEO	To investigate the blackspot areas	○	CEO has discussed with WALGA on this matter, pending further information. To also be addressed at LEMC.
Training	CEO	Training to be arranged, FCOS and volunteer members to also log into their portal to access the online training.	○	CEO has arranged training and has also sent out to secretaries to send advice out.
Yealering Water	Shire	To continue to search for water and power for the town of Yealering.	○	CEO to continue to search for grant funding opportunities.
Standpipe – Yealering & Keys		Standpipe at Yealering 86 to be fixed. Does all FCO's have keys?	✓	Standpipe fixed at Yealering 86. Standpipe keys are listed for Fire truck use at present. Shire controls the standpipes via internet with DCEO.

If not noted, please insert numbers of items once attended to and return sheet to CEO.

○ = in progress ✓ = completed ✕ =superseded

8 Motions of Which Notice Has Been Given

9 Notices of Motions for the Following Meeting

10 Reports and Information

10.1 Chief Bush Fire Control Officers Report – Trevor Leeson

Thanks to all FCO's for their management of fires and issuing of permits since our last meeting back in March. Your time is very much appreciated.

It has been an interesting fire season with our usual odd paddock burn escapes but having to deal with two Structure fires which was an experience to all of those involved. The structure fires put us in a situation where we had to work together with Volunteer Fire and Rescue Service (VFRS), WA Police and DFES.

After the first structure fire there were a few lessons learnt on what other equipment is required on our fire trucks. Extra hoses to get water from the Fire Hydrants at a distance being the main one. It was also noted that some of our Fire Hydrants in Wickepin were incorrectly painted. We had Gavin Stevens from DFES visit the Wickepin Brigade to run through the Fire truck to advise us on what extra hoses and safety equipment was required for the Fire trucks. Gavin also ran through the operation and maintenance of fire hydrants with volunteers. Thanks, Gavin, for your time and assistance with this. Thanks to the Shire as well for providing Fire Hydrant maps and correctly painting the hydrants.

New water storage tanks have been installed in Yealering for fire purposes. This will be very welcomed by the Yealering community and surrounds.

Noted Fires:

15/04/24

Unrestricted fire season started.

24/04/24

Flavel's @ Simpsons farm. Chaff heaps and stubble burnt on the 19/04/24. 5 days later with strong winds causing the fire to flare up burning 10 ha and got very close to a Sandle wood tree farm. It was later realized that the fire was in the Pingelly shire.

27/04/24

15 Wickepin Street, Structure Fire. Shed/Garage with a Ford Falcon inside all burnt. No power connected to the structure. Cause Battery? Local Volunteers, Farmer units, Wickepin Fire truck along with VFRS Pingelly and VFRS Narrogin attended the fire. Fire reported to the police.

15/5/24

Mark Graham, Elsinore North Road/86 Gate Road. Paddock burn escape and burnt 200m of road verge, both sides, large timber alight. No one in attendance until I contacted Mark. 000 was called to report the incident.

28/06/24

11 Wickepin Street, Structure Fire. House and shed completely gutted. Western Power were required to disconnect the power line to the structure. Local Volunteers, Wickepin Fire truck, Wickepin Shire water truck and Staff attended. VFRS Narrogin, VFRS Dumbleyung, VFRS Kulin, VFRS Pingelly and DFES Narrogin attended. Wickepin Police also attended. Everyone worked really well together from all levels. VFRS Narrogin passed on their appreciation for the team work from our local Wickepin Brigade.

09/09/24

Williams/Kondinin Road, West of Sparks Road parking bay. Vehicle fire Nissan Navara Dual cab ute Burnt. Nobody around. East Wickepin farmer units attended. Police attended. Suspicious.

Thank you to all of our Volunteers, Shire of Wickepin, DFES, VFRS and WA Police for your services.

With good recent rainfall in July and August the outlook for the fire season ahead has the potential to have a very high fuel load. A very timely reminder for everyone to get their firebreaks and mitigation work in order to be ready for the upcoming season.

10.2 Deputy Chief Bush Fire Control Officer – Luke Lansdell

10.3 Wickepin Central Brigade

10.4 Townsendale Brigade

10.5 Yealering Brigade

10.6 Tincurrin/Toolibin/Harrismith Brigade

10.7 Wickepin East Brigade

10.8 Gavin Stevens - Department of Fire and Emergency Services

To be tabled.

Pre-Season Preparedness Workshops



**PRE-SEASON
PREPAREDNESS
WORKSHOPS**

The Upper Great Southern Region will be hosting a number of workshops across the region in preparation for the upcoming fire season

Quick RSVP link or email
vmso.uppergreatsouthern@dfes.wa.gov.au
 by 1 October 2024

All Captains, CBFCOs, CEOs, BGU Leaders, Fire Control Officers, and Fire Weather Officers are invited to join us for a critical pre-season forum to prepare for the upcoming fire season.

Key presentations include:

- **Aviation Services & Grain Harvest Strategy:** Latest updates on aerial firefighting support.
- **AWS (Australian Warning System):** Overview of the new National fire warning system.
- **ComCen Communications:** Enhancing coordination during incidents.
- **Incident Command/Transfer of Control:** Roles and responsibilities for IC, IMT, AIIMS, and RDC.
- **FCO Responsibilities:** Key duties for Fire Control Officers.
- **Community Awareness:** Strategies to improve public engagement.
- **State & National Seasonal Forecast:** Fire season predictions and trends.
- **SOSF Allocations:** Resource distribution updates.

CORRIGIN	3 October 2024 CORRIGIN CRC 12:00 - 13:00 Lunch 13:00 - 16:30 Forum
NARROGIN	10 October 2024 GOLF COURSE 12:00 - 13:00 Lunch 13:00 - 16:30 Forum
LAKE GRACE	11 October 2024 SPORTS COMPLEX 12:00 - 13:00 Lunch 13:00 - 16:30 Forum

Operational Considerations

OPERATIONAL CONSIDERATIONS

(Checklist for first arriving Firefighters)

The checklist below is a list of operational **considerations** for the first arriving fire crew when giving the first SITREP to COMCEN (first **15 minutes** then every 1hour afterwards). COMCEN can get you Incident Weather also.

P**POSITION AND PROPERTY THREATENED**

- Assess the situation – where is it? Nearest cross road?
- Exposures at risk/critical infrastructure? House? Shed? Tower?

A**AREA**

- Size of fire (Length x Width) – estimate only

F**FUEL DENSITY AND TYPE**

- What is burning? And estimate how fast it is moving (ROS)

T**TIME TO CONTROL**

- Establish IMT (Who is IC, what Sectors?)
- Decide on strategies to extinguish/ make safe
- Delegating key functions – get help from others
- How many hours to get it contained? Roughly?

A**ASSISTANCE REQUIRED**

- Traffic Management & Road closures?
- Regional Manager to assist? What do you need help with?
- Additional resources (**ask early as it takes time to arrive**)?

C**COMMUNICATIONS AND CONTROL POINT**

- Radio frequencies/Communications plan
- Location of control point
- Media and public advice/warnings – 1800 718 288

S**SURFACE WIND STRENGTH AND DIRECTION**

- Send SITREP
- Safety is first priority

COMCEN: 1800 198 140**UGS RDC 1800 865 103****10.9 Shire of Wickpin**

11 Appointments 2024/2025 Fire Season

11.1 Captain – Wickepin Central

Noting that Mr Andrew McCaul has stepped down as Captain for the Wickepin Central Fire Brigade. A meeting is to be held on the 26th September 2024 to appoint. We wish to thank Andrew for his services as the Captain over this period. To be further discussed at the meeting.

That _____ be nominated as the Captain Wickepin Central Fire Brigade of the Shire of Wickepin for the 2024/2025 bush fire season, for the meeting to be held on 26th September 2024.

11.2 Dual Fire Control Officers from adjoining Shires

Noting that the following persons have so far been endorsed by Council for the 2024/2025 Bush Fire Season as Dual Fire Control Officers;

Troy Smith	0429 637 240	Shire of Narrogin
Craig Jespersen	0427 887 075	Shire of Corrigin
Joel Bell	0429 657 097	Shire of Corrigin
Brett Blechynden	0473 879 022	Shire of Pingelly
Brodie Cunningham	0488 008 444	Shire of Pingelly
Robert Lee	0428 879 049	Shire of Pingelly
Rodney Shaddick	0427 871 328	Shire of Pingelly
Sam MacNamara	0427 693 275	Shire of Pingelly
Clinton Mullan	0429 001 651	Shire of Kulin
David Lewis	0429 001 651	Shire of Kulin

Officers Recommendation

That the BFCO notes the advice of Dual Fire Control Officers for the surrounding local governments.

12 General Business

12.1 Burning Periods

Restricted Burning – 1 October 2024 to 13 November 2025

Prohibited Burning – 14 November 2024 to 7 February 2025

Restricted Burning – 8 February 2025 to 14 April 2025

Noting any dates to be changed due to the current season?

12.2 Harvest and Fire Ban 2024/2025 Season

Shire to advertise dates for media posts.

Harvesting is banned on Christmas Day, Boxing Day and New Year's Day.

Lighting of fires is banned on Good Friday and Easter Sunday.

12.3 Facey Group – Weather Stations

Trevor has received a request for discussion from the Facey Group for weather stations.

From: innovation@faceygroup.org.au <innovation@faceygroup.org.au>
Sent: Wednesday, 4 September 2024 1:51 PM
To: tkwleeson@activ8.net.au
Subject: Facey Group - Weather Stations & FCO's

Hi Trevor,

Apologies for the delay in getting this email to you, but as a follow up to our conversation recently in regards to weather stations.

The Facey Group has been able to purchase weather stations which are located around the area with a mixture of 6M & 2M Origo stations to aid in data capture and also therefore in season decision making in regards to farm management. Therefore, I am seeking guidance and feedback if developing a local network of weather stations with live data would be of interest to the FCO's and if it might be any help with decisions during the fire season if you have time to discuss at your next FCO meeting please?

Some surrounding local government areas are looking into this as a strategy (some local government funded some farmer funded) and therefore prompted me to see if this might be of interest in our region too.

Look forward to hearing from you, Maree



Maree Dougall

Innovation Coordinator

(Please note I work part-time Tuesday - Thursday and will endeavor to get back to you as soon as I can)

A: 40 Wogolin Road, Wickepin WA 6370
Ph: (08) 9888 1223 Mobile: 0448 103 747 Email: innovation@faceygroup.org.au
Website: <https://faceygroup.org.au/>

12.4 ROAC update

An update for ROAC will be addressed by Trevor.

- Chain of Responsibility and how a situation could reflect on you as the CEO
- Training
- Documentation
- Spontaneous Volunteer
- Ground Controller/Aircraft – drop zone

13 For Information/Circulars

14 Closure

The next Bush Fire Control Officers Committee meeting will be held in March 2025.

There being no further business the Chairperson declared the meeting closed at [time].