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# **AGENDA**

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## **Bushfire Advisory Committee Annual General Meeting**

To be held on

Thursday, 30 April 2015

**Commencing at 7.30 pm**

In Council Chambers

Cnr Bentley and Collins Streets, Donnybrook WA 6239

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**Greg Harris**  
Chief Executive Officer

**13 April 2015**

### **Disclaimer**

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

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## BUSHFIRE ADVISORY COMMITTEE AGM MEETING AGENDA - 30 April 2015

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# SHIRE OF DONNYBROOK-BALINGUP

## BUSHFIRE ADVISORY COMMITTEE ANNUAL GENERAL MEETING AGENDA

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To be held in the Council Chambers on Thursday, 30<sup>th</sup> April 2015

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The Chairperson to declare the meeting open at \_\_\_\_pm, welcome the public gallery and advise them of the meeting procedures.

### MEMBERS PRESENT

FIRE CONTROL OFFICERS	BRIGADE	GUESTS	STAFF
N Gubler (Chair)	Mullalyup	Manjimup DFES	R Jeffreys (Ranger)
M Walker	Ferndale	R Jones (FRS)	A Heppener (Ranger)
D Tooke	Argyle	M Webb (Delta Charlie Base)	
N Clifford	Thomson Brook	Mark Lush (WAPRESS)	
R Roach	Upper Balingup	Cr A Mitchell	
G Chester	Donnybrook	Deb Peachie (DEC)	
J Fry	Upper Capel		
P Davis	Balingup		
J Bailey	Balingup		
B Hearman	Beelerup		
N Charteris	Wilga		
N Thompson	Mumballup		
M Zwart	Kirup/Brazier		
T Radford	Kirup/Brazier		
B Anderson	Lowden		
G Foan	Thomson Brook		

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### PUBLIC GALLERY

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### APOLOGIES

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### 1 PUBLIC QUESTION TIME

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### 2 DECLARATION OF FINANCIAL/IMPARTIALITY INTEREST

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Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Committee members to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

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### 3 PETITIONS/DEPUTATIONS/PRESENTATIONS

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### 4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

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**Moved:**

**Seconded:**

**That the Minutes of the Bushfire Advisory Committee Meeting held on 30th October 2014 be confirmed.**

**Carried**

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### 5 CORRESPONDENCE

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### 6 REPORTS OF OFFICERS

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#### 6.1 Manager Development and Environmental Services

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##### 6.1.1 SUBJECT: APPOINTMENT OF FIRE CONTROL OFFICER- BALINGUP BUSH FIRE BRIGADE

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<b>Location:</b>	<b>Balingup</b>
<b>Applicants:</b>	<b>Mr W.J. Bailey</b>
<b>Zone:</b>	<b>N/A</b>
<b>File Ref:</b>	<b>FRC 05</b>
<b>Author:</b>	<b>E. Thomas- Acting Manager Development &amp; Environmental Services (B. Jeffreys- Senior Ranger)</b>
<b>Report Date:</b>	<b>13 April 2015</b>
<b>Attachments:</b>	<b>N/A</b>

#### **Background**

At the Annual General Meeting of the Balingup Bush Fire Brigade held on the 16<sup>th</sup> March 2015, Fire Control Officer (FCO) Mr Paul Davis stepped down and Mr Walter John Bailey was elected as FCO for the Balingup area.

#### **Comment**

Council is required to appoint FCO's for its Bush Fire Brigades in accordance with the *Bush Fires Act 1954*. The appointment of a FCO for Balingup will ensure that position is filled for the 2015/2016 fire season.

Mr Bailey has been involved with fire suppression activities for approximately 20 years and has completed modules 1-9 of Bush Fire Fighting training and a Fire Control Officers Course in 2013.

It is recommended that Council appoint Mr Bailey as FCO for the Balingup Bush Fire Brigade.

### **Consultation**

Staff have liaised with the Balingup Bush Fire Brigade.

### **Policy/Statutory/Voting Implications**

#### Policy

N/A

#### Statutory

Council may appoint persons to the position of Fire Control Officer under the provisions of the *Bush Fires Act 1954*.

#### Voting

Simple Majority.

### **Risk Assessment (Optional)**

Not undertaken.

### **Financial Implications**

Nil.

### **Strategic Implications**

The FCO appointment will assist the Shire to achieve Outcome 2.7.3 of the Shire's *Strategic Community Plan*: Continue to support and encourage participation in local bushfire brigades.

### **Officer's Recommended Resolution**

**Moved: Cr**

**Seconded: Cr**

**That Council appoints Mr Walter John Bailey as Fire Control Officer for the Balingup Bush Fire Brigade.**

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<b>6.1.2</b>	<b>SUBJECT:</b>	<b>APPLICATION FOR THE FORMATION OF THE UPPER BALINGUP BUSH FIRE BRIGADE</b>
	<b>Location:</b>	<b>Upper Balingup</b>
	<b>Applicants:</b>	<b>Balingup Bush Fire Brigade</b>
	<b>Zone:</b>	<b>N/A</b>
	<b>File Ref:</b>	<b>FRC 01</b>
	<b>Author:</b>	<b>E. Thomas- Acting Manager Development &amp; Environmental Services (B. Jeffreys- Senior Ranger)</b>
	<b>Report Date:</b>	<b>13 April 2015</b>
	<b>Attachments:</b>	<b>N/A</b>

## **Background**

Application was previously made to the Shire of Donnybrook-Balingup by the Balingup Bush Fire Brigade (BBFB) to split into two separate brigades, being the Balingup Town Bush Fire Brigade (BTBFB) and the Upper Balingup Bush Fire Brigade (UBBFB).

At the Bushfire Advisory Committee meeting held on the 24<sup>th</sup> April 2014 the following was resolved in regards to the agenda item on the application:

*“That this matter be considered at the next meeting of the Bushfire Advisory Committee meeting to be held in April 2015”.*

## **Comment**

In 2006 Council approved an amalgamation of the then UBBFB and the BTBFB following an application by both brigades to:

- Reduce administrative burden for the brigades;
- Allow flexibility in the use of Emergency Services Levy (ESL) funds; and
- Benefit from the perceived advantages in resource sharing.

As part of the amalgamation the UBBFB retained a Fire Control Officer (FCO), fire response vehicle and storage shed located at Prowse Road in Upper Balingup which operates under the auspices of the BBFB. This arrangement is currently in place.

The justification by the BBFB in their application for the re-creation of the Upper Capel brigade area is summarised as follows:

- There is an increase in new residents in Upper Balingup to form and manage the UBBFB;
- ESL funding is now administered by local government and not at brigade level;
- The UBBFB has always retained its identity and equipment and continues to be a functional unit; and
- The formation of a new brigade will allow the upgrade of equipment and procurement of a second firefighting appliance more suited to the forest environment.

As part of consideration of the application in 2014, Shire staff referred the proposal to the Department of Fire and Emergency Services (DFES) for comment, given that the ongoing

distribution of ESL funds by local governments requires DFES approval. This is now called the Local Government Grant Scheme (LGGS).

In summary DFES advised that:

- DFES is reviewing its State-wide Resources Replacement Program in how it will distribute the LGGS funding to local governments, based on the principles of standardising assets and reviewing suitability of assets commensurate with the level of risk faced by the community;
- If additional appliances or resources are requested by the Shire there will be a requirement for the application to comply with the risk to resources process. Issues that will need to be considered and addressed in putting forward a business case include known risks in the area, number of incidents and response times from existing resources; and
- DFES note that the BBFB has a new three bay facility and 3.4 Urban Tanker that can service the Upper Balingup area, along with appliances from other brigades within the Shire located in close proximity.

The adopted Shire of Donnybrook-Balingup *Bush Fire Response Plan* (Plan) is reviewed annually through the Bushfire Advisory Committee and Council. Section 2.6 of the Plan states:

*“Amalgamations and Rationalisation*

*The recent amalgamation of some Brigades has reduced the number of Brigades from 16 to 11. It is imperative that Council continually reviews Brigade structure and that future amalgamations be kept under consideration.”*

The Plan supports amalgamations of brigades when there is an opportunity to more efficiently manage the number of brigades in terms of administrative effort and resources procurement, whilst still maintaining service levels.

Should the BBFB wish to improve the quality and number of fire response vehicles and improve facilities at the Prowse Road location in the Upper Balingup area, it can do this through the LGGS application process for the BBFB as per the practice since amalgamation of the two brigades in 2006.

Based on the information in this report, it is recommended that the formation of the UBBFB not be supported by the Shire.

However it is recommended that the requested additional needs of the BBFB for the Upper Balingup Prowse Road facilities be listed in the ten year replacement program of the Shire’s Bush Fire Response Plan. Application can be made through the LGGS process where risk to resource justification and a business case will need to be provided as per DFES requirements.

## Consultation

Shire staff referred the proposal to the Department of Fire and Emergency Services for comment in 2014 and presented the item for consideration to the Bushfire Advisory Committee meeting held on the 24<sup>th</sup> April 2014 where it was deferred.

## Policy/Statutory/Voting Implications

### Policy

The Shire of Donnybrook-Balingup *Bush Fire Response Plan* advocates that further amalgamation of existing brigades should be considered.

### Statutory

Part 2, Division 1, Section 2.1 of the Shire of Donnybrook Balingup *Bush Fire Brigades Local Law 2000* states:

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government's decision under subclause (1).

### Voting

Simple Majority.

## Risk Assessment (Optional)

Not undertaken.

## Financial Implications

Management of an additional brigade has financial implications for the Shire in terms of administrative functions, including the Local Government Grant Scheme.

## Strategic Implications

Outcome 2.7 of the Shire's *Strategic Community Plan: Improving Fire Prevention and Hazard Reduction facilities*.

## Officer's Recommended Resolution

**Moved: Cr**

**Seconded: Cr**

**That Council not support the formation of the Upper Balingup Bush Fire Brigade as the proposal does not comply with the direction of the Shire of Donnybrook-Balingup Bush Fire Response Plan, where further amalgamation of existing brigades should be considered.**

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**7 REPORTS**

**7.1 Chief Bush Fire Control Officer**

**7.2 Fire Report – R Jeffreys / Training Coordinator**

**7.3 Bush Fire Services (DFES)**

**7.4 DPaW Officer**

**7.5 FCO Reports**

**8 OTHER BUSINESS**

**9 ELECTION OF OFFICE BEARERS**

<b>Office</b>	<b>Nomination</b>	<b>Moved</b>	<b>Seconded</b>	<b>Carried</b>
Chairperson				
Chief Bush Fire Control Officer				
Deputy Chief Bush Fire Control Officer				
Deputy Chief Bush Fire Control Officer				
Communications Officer				
Training Co-ordinator				

<b>Office</b>	<b>Nomination</b>	<b>Moved</b>	<b>Seconded</b>	<b>Carried</b>
Fire Weather Officer				
Deputy Fire Weather Officer				
Strategic Planning Committee				

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**10 CLOSURE OF MEETING**

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The Chairperson to advise that the next Bushfire Advisory Committee meeting will be held \_\_\_\_\_.

The Chairperson to declare the meeting closed at \_\_\_\_\_pm.