




# MINUTES

## BUSH FIRE ADVISORY COMMITTEE MEETING

### 24 SEPTEMBER 2024

COMMENCING AT 4:00 PM

The Chief Executive Officer recommends the endorsement of these minutes at the next Meeting of the Bush Fire Advisory Committee.

Signed:   
(CEO)

Date: 26 September 2024

These minutes were confirmed at the Bush Fire Advisory Committee Meeting held .....

Signed:   
(Presiding Member at the meeting at which minutes were confirmed)

### **Acknowledgement of Noongar People**

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyan Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

## **DISCLAIMER**

Council and Committee agendas, recommendations, minutes and resolutions are subject to confirmation by the Council or Committee and therefore, prior to relying on them, one should refer to the subsequent meeting of Council or the Committee with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Narrogin for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Narrogin 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 who 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 any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Narrogin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narrogin. The Shire of Narrogin warns that anyone who has an application lodged with the Shire of Narrogin must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attached to the decision made by the Shire of Narrogin in respect of the application.

Please note that meetings may be recorded for minute taking purposes.

## CONTENTS

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS	5
2. RECORD OF ATTENDANCE/APOLOGIES	5
3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	6
4. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	6
5. MATTERS WHICH REQUIRE DECISIONS	6
6. MATTERS WHICH REQUIRE DISCUSSION	6
6.1 TRAINING	6
6.2 BUSH FIRE MANAGEMENT PLAN (BMP) UPDATE	6
6.3 BRIGADE VOLUNTEER CONTACT DETAILS	7
7. GENERAL BUSINESS	7
8. CLOSURE OF MEETING	8

# **BUSH FIRE ADVISORY COMMITTEE MEETING AGENDA**

## **24 SEPTEMBER 2024**

### **1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member, President Ballard, declared the meeting open at 4:07pm.

### **2. RECORD OF ATTENDANCE/APOLOGIES**

#### **Elected Members Present**

Mr Leigh Ballard – Shire President (Presiding Member)

#### **CBFCO**

Pip Porter

#### **DCBFCO**

Vern Gibson

Stuart Moyses

#### **FCO's**

Clayton Hardie

Jon Rick

Nathan Walker

Russell Ashley

#### **Staff**

Mr Azhar Awang – Executive Manager Development and Regulatory Services

Mr Guy Maley – Senior Ranger

Mrs Wendy Russell – Executive Support Officer (minutes)

#### **Other**

Sergeant Mick Williams – Narrogin Police

#### **Apologies**

Kieran Quartermaine

Braden Lange

Charlotte Powis

Noel White – Ranger

Paul Leiper – DFES

Troy Smith

Daryl Kilpatrick

Lewis Hardie

#### **Absent**

Murray Saunders

### 3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

#### OFFICER'S RECOMMENDATION AND COMMITTEE RESOLUTION

Moved: Guy Maley

Seconded: Stuart Moyses

That the minutes of the Bush Fire Advisory Committee Meeting held on 28 March 2024 be confirmed as an accurate record of proceedings.

**CARRIED 9/0**

For: President Ballard, Pip Porter, Vern Gibson, Stuart Moyses, Clayton Hardie, Jon Rick, Nathan Walker, Russell Ashley, Guy Maley

Against: Nil

### 4. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil

### 5. MATTERS WHICH REQUIRE DECISIONS

Nil

### 6. MATTERS WHICH REQUIRE DISCUSSION

#### 6.1 TRAINING

DFES previously advised that there will be ground control and water bomber reload training prior to the commencement of the fire season.

New volunteers can complete the bushfire awareness training on line.

ACTION	ESO to follow up with DFES and ensure information is forwarded to Captains.
--------	---

#### 6.2 BUSH FIRE MANAGEMENT PLAN (BMP) UPDATE

EMDRS to provide an update on progress.

Shire mitigation works are 80% complete. There is some follow up required to ensure that the works completed are satisfactory. An extension has been granted till November to allow for completion of works. A variation to the works was submitted to install fencing around Banister Street to clearly identify the boundaries between the Aboriginal Land Trust and the Shire of Narrogin areas, this variation request has been declined by the funding body. Survey work is required to ensure that the boundaries are correct. It is also recommended by the CEO that this fencing be considered during the Budget review in January 2025.

The next round of funding will be to cover a three (3) year period to allow for maintenance to be included in the grant funding.

### 6.3 BRIGADE VOLUNTEER CONTACT DETAILS

The importance of having current contact details for all active brigade members, for insurance and WHS and emergency purposes (and factor that DFES cannot and will not provide them to the Shire).

Captains to follow up with their members and to check the membership lists to remove members who are no longer active.

ACTION	ESO to send out current membership lists as well as an updated list of members with no contact details.
--------	---

## 7. GENERAL BUSINESS

- A new webpage is being developed and is expected to go live before fire season. It will provide real-time, accurate weather information from stations located throughout the Shire, offering up-to-date conditions for different areas. The site will also display water tank locations and current water levels.
- Following the ROAC meeting, FCO's are reminded to use a 'common sense' approach and ensure that no unsafe actions are permitted. Additionally, the Incident Control Officer must keep records of the incident, whether on paper, through their phone, in WhatsApp, or via voice recordings on their phone.
- DFES Fire Stickers, which identify vehicles authorised to enter fire zones, should be available in the coming weeks. Vehicles without the correct identification sticker may not be allowed through vehicle control points during road closures.
- New police officers recently assigned to Narrogin from the City are currently completing their fire incident control training.
- In the event of a serious incident or if the fire is near roads and may require road closures, contact the police as soon as possible.
- Local brigades have been supplied with Automated External Defibrillators (AEDs), but they now require new Battery PAD-PAKs to remain operational. Both child and adult pads are nearing expiration. Please inform Wendy of the quantities needed for each, so they can be ordered.

ACTION	ESO to send email to captains to check their AED's.
--------	---

- There was discussion on how to ensure the water carting contractor can fill their truck efficiently. It was agreed that the necessary adaptor will be stored in the fire shed, and contractor staff will be given instructions on how to use it.
- The standpipe on Tarwonga Road is being converted to an electronic card system. In the event of a fire, Shire staff will have the ability to override the system.

- The Ockley brigade is applying to use surplus funds raised after the 'Narrogin East' fires to purchase a larger water tank. The smaller tank currently in place could then be relocated to Taylor Road.
- There are concerns about water quality in the tanks at Nomans Lake. Admin staff will arrange for water samples to be taken and tested.

ACTION	Admin staff to arrange with EHO to have water samples taken.
--------	--

## 8. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 5:30.