



MINUTES

BUSHFIRE ADVISORY COMMITTEE

17 MARCH 2021

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In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wagin

The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

Bill Atkinson
CHIEF EXECUTIVE OFFICER

GIFTS DISCLOSURE INFORMATION

The Gifts Register contains the disclosures of gifts that have been made by Elected Members, the Chief Executive Officer and Employees in their official capacity.

To adhere with the changes to gift disclosure regulations in the *Local Government Legislation Amendment Act 2019*, passed by Parliament on 27 June 2019, the Shire of Wagin provides gift disclosure information in the interests of accountability and transparency.

Elected Members and the Chief Executive Officer are required to disclose gifts which are valued over \$300 or are two or more gifts with a cumulative value over \$300 (where the gifts are received from the same donor in a 12 month period) within 10 days of receipt [Sections 5.87A & 5.87B *Local Government Act 1995*].

The Act and Regulations require the Chief Executive Officer to publish an up to date version of the Gifts Register on the Shire's website after a disclosure is made. To protect the privacy of individuals, the register published on the website does not include the address disclosed by an individual donor and will instead include the town or suburb.

SHIRE OF WAGIN

Minutes for the Bushfire Advisory Committee meeting held in the Council Chambers,
Wagin on Wednesday 17 March 2021 commencing at 7:26pm

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1. OFFICIAL OPENING

Opened the meeting 7:26pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

2.1 ATTENDANCE

Cr P J Blight	Chairperson
Mr R Goldsmith	Chief Bushfire Control Officer
Mrs C Goldsmith	
Cr L Lucas	Councillor
Mr T Cook	
Mr A Rowell	
Mr C Clifton	
Mr W Angwin	
Mr S Vogel	Department of Fire and Emergency Services
Mr B Halford	Department of Fire and Emergency Services
Mr B Roderick	Deputy Chief Executive Officer
Mrs D George	Community Liaison Officer

2.2 APOLOGIES

Mr X White
Mr T Hamersley
Mr S Angwin
Mr W Brockway
Mr B Becker

3. PUBLIC FORUM

Nil

4. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

Nil

5.1 DISCLOSURE OF FINANCIAL INTEREST – Local Government Act Section 5.60a

Nil

5.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

Nil

5.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

Nil

6. CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1 MINUTES FROM THE BUSHFIRE ADVISORY COMMITTEE MEETING HELD 17 JUNE 2020

COMMITTEE DECISION

Moved Mr T Cook

Seconded Mr A Rowell

That the minutes of the Bushfire Advisory Committee Meeting held on 17 June 2020 and circulated to all Councillors and Committee Members, be confirmed as a true and accurate record.

Carried 0/0

7. CORRESPONDENCE AND REPORTS

7.1. DEPUTY BUSHFIRE CONTROL OFFICER REPORT

7.1.1 DEPUTY 1 – REPORT

Not in attendance

7.1.2 DEPUTY 2 – REPORT

- Nil to report

7.2. BRIGADE REPORTS

7.2.1 BAJARNING

- Quiet season, all working hard towards preventing fires by maintaining machinery & permit burning.
- FCO radio which has sat with Di Piesse, has been handed forward to L Lucas. Request that a thank you letter be sent by the committee to Di for the work done.

7.2.2 BALLAYING

Not in attendance

7.2.3 CANNING

- Nil to Report

7.2.4 LIME LAKE

- Nil to Report

7.2.5 PIESSEVILLE

- Nil to report

7.2.6 WEDGECARRUP

Not in attendance

7.2.7 WAGIN/TOWN & VFRS

- Working well, dealt with a couple of vehicle fires & sent a crew to Perth to assist in the Wooroloo fires, which was a great experience for them.

7.3. SHIRE OF WAGIN REPORT

On behalf of Council, I would like to acknowledge and congratulate the Chief Bushfire Control Officer, his deputy's, the Fire Control Officers and all volunteers for their efforts and the fantastic job they did during the fire season.

It was a much quieter bushfire season than last year regarding bushfire control and administration, less so than the Perth Hills. The town brigade sent a truck and crew to Wooroloo to help out and residents and their dogs are very happy they did. Thanks to Kayla, Brenden, Ben, Jack and Jamie for volunteering to go.

Council will continue to work hard on getting more support for the volunteers in way of a steady supply of PPE, and this year we have been working to add in more mask options, covering a range of quality masks with filters and a few wool/washable long-life masks which need no filter. We have a wide range of PPE in the office for any volunteers who require gear.

Vehicle Stickers renewals have been slow this issue, with the current issue expiring in September 2020. 15 vehicles have current stickers in place – plus 13 shire vehicles. These stickers will allow access to the fire ground through a roadblock and should be on any vehicle which may be required on ground. They are available at the shire office.

Staff are aware that there is a roll-over request for training sessions – but with the added offer of refreshments after training we have still been unable to get sufficient numbers to attend. Previously there was a suggestion to combine the training with the meeting of the Top Crop group – staff were unable to confirm a meeting time to work in with the attendance of the trainer/equipment.

Staff continue to work with all Bush Fire Brigades and the VFRS toward a more cohesive working relationship and this seems to be resulting in some really good outcomes.

At the meeting it was discussed about the vehicle identification stickers on account there are only 15 out there, and how we can get more out to members. Suggestions: shire to arrange a meeting with the new Police OIC when he arrives so he is aware of the concern and history of the situation. Also to email out the vehicle identification sticker application form and request members to complete and email back to shire, the stickers can then be mailed out.

7.4. ESL GRANT APPLICATION 2021/2022

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	12 th March 2021
PREVIOUS REPORT(S):	March 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	2021/2022 ESL Application

OFFICER RECOMMENDATION/COMMITTEE DECISION

Moved Mr A Rowell

Seconded Mr W Angwin

That the Committee recommend that Council endorse the 2021/2022 ESL Operating and Capital grant application for the Wagin Bushfire Brigades.

Carried 0/0

BRIEF SUMMARY

The Committee to recommend endorse the 2021/2022 ESL operating and Capital grant for the Wagin Bushfire Brigades.

BACKGROUND/COMMENT

It is a requirement for the Shire to submit to DFES an application for ESL operating and Capital grant funding for the following financial year by the 31st March each year.

ESL Grant 2021/2022

This year's ESL application mirrors last year's application with the following capital items again applied for:

- A new 4 x 4 2.4 Fire Tender for the Ballaying Brigade to be housed in Ballaying
- A new Single Bay Bushfire shed/station (as per Piesseville and Wedgecarrup) to house a new Fire Tender. To be built on Shire land near the Ballaying bin.

Staff have emailed key FCO's and asked if any new capital items or plant/equipment items between \$1,500 and \$5,000 were required. At this stage there are no requests.

There is no provision for applying for water tanks through the ESL grant process, however other grant funds have been applied for to purchase this. Also, a funding application has been submitted for the purchase of a second-hand water tanker, this funding was applied through DFES.

In the 2020/2021 financial year DFES has offered the Shire BFB program and operating amount of \$57,620 this is again an increase on last year and the amount is double to what we

were receiving some six years ago. This amount allows all eligible brigade expenditure to be met and again staff are recommending this operating grant amount e accepted. significant increase on their first offer compared to previous years. Staff are recommending we again accept their offer.

The 2021/2022 ESL Operating and Capital Grant application is attached for your information.

Wagin ESL Operating Grant Allocations		
Year	Operating Grant	Other / Comments
2015-2016	\$28,000	
2016-2017	\$31,440	
2017-2018	\$33,000	
2018-2019	\$44,000	Plus \$15,000 one off PPE Allocation & \$3,288 insurance Allowance
2019-2020	\$49,000	Plus \$4,262 Insurance Allowance
2020-2021	\$52,550	Plus Insurance Allowance of \$4,000
2021-2022	\$57,620	

Update on the ESL Grant 2020/2021

For the 2020/2021 financial year, DFES offered the Shire BFB program \$52,550, which was accepted. It is anticipated all funds will be expended before the 30th June. Funds have been expended on normal insurance costs, plant, equipment and vehicle repairs and servicing, re-stocking PPE and fire suppression materials. Also, three new pumps have been purchased to replace old pumps on the standpipe trailers.

CONSULTATION/COMMUNICATION

FCO's & Shire Staff

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Bush Fire Control for 2021/2022 Budget

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

2021/22 LGGS APPLICATION FORMS (EXCEL)

LGGS Grant Certification		FORM 1	
Pursuant to Section 36A for Emergency Services Levy purposes <i>Fire and Emergency Services Act 1998</i>			
Local Government Name: ... Shire of Wagin.....			
Local Government Address: ... 2 Arthur Road (PO Box 200).....			
..... Wagin WA.....			Post Code: ... 6315...
Local Government CEO: ... Peter Webster.....			
Alternate Local Government Contact			
Name: ... Brian Roderick.....			
Telephone: ... 08 9861 1177.....			
2021/22 CAPITAL AND OPERATING GRANT SUMMARY			
LGGS Grant Type	Forms	BFB	
CAPITAL		Please Circle	
Appliances/Vehicles	Form 3a	YES / NO	
Facilities	Form 3b	YES / NO	
Equipment	Form 4	YES / NO	
Buildings	Form 5	YES / NO	
OPERATING		Please Circle	
I accept DFES's Assessed Allocation (Items 1 - 8)	N/A	YES / NO	
OR			
I Request an Alternate Allocation (Items 1 - 8)	Form 6	YES / NO	
Purchase of Plant & Equipment (\$1,200 - \$5,000)	Form 7	YES / NO	○
In establishing this Capital/Operating Grant application, did you consult your:			
Please Tick: Bush Fire Brigade(s) <input checked="" type="checkbox"/> SES Unit(s) <input checked="" type="checkbox"/> FES Superintendent/District Manager <input type="checkbox"/>			

BRIGADE/UNIT DETAILS

FORM 2

Local Government Name: ...Shire of Wagin

Financial Year: 2021/22 **THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR GRANT APPLICATION**

Legal Name of Registered Brigades/Units		Profile of Brigade (See Appendix I for brigade classification)	No. Incidents Previous Financial Year 2019/20	No. of Registered Members ^(a)	No. of Buildings ^(b)
Bush Fire Brigades					
1	Wedgescarrup Bushfire Brigade	Rural	7	40	1
2	Lime Lake Bushfire Brigade	Farmer Response Unit	6	18	0
3	Ballaying Bushfire Brigade	Farmer Response Unit	10	25	0
4	Piesseville Bushfire Brigade	Rural	10	30	1
5	Cancanning Bushfire Brigade	Farmer Response Unit	5	41	0
6	Badjarning Bushfire Brigade	Farmer Response Unit	5	36	0
7	Wagin BFS (Dual)	Dual Role	12	37	1
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
TOTAL			55	227	3
State Emergency Service Units					
1					
2					
TOTAL				0	0

Notes:

- (a) Registered members are members of a brigade/unit as defined by the relevant legislation.
- (b) Buildings mean brigade/unit premises for operational purposes that are either owned or controlled by the Local Government or brigade/unit.

If insufficient space, please provide information in above format on a separate attachment.

DO NOT CHANGE THE LAYOUT OF THIS FORM

Bushfire Brigade New Fire Tender Justification

The Shire of Wagin is 1,950 square kilometres in area and at present we have only two fire-fighting appliances to service the whole Shire and one approved for our Town FRS Brigade (Dual) however this has yet to be delivered.

The existing appliances are located in Piesseville, some 14 kilometres north of the main Wagin town site and Wedgecarrup which is located west of the town site.

Council is seeking a 4.4 Rural tender for our Ballaying Brigade. Ballaying, is in the eastern part of the Shire and this application is to address the lack of tanker coverage in this area to meet the needs of land holders in the east and south east of the shire. There is currently no fire appliance east of Wagin to Dumbleyung, which is some forty kilometres away. Also, to the east of the townsite, there is a very large hay plant business called Gilmac Hay, this is coupled with two other major grain businesses to the east in Unigrain and Grainfeeds.

There are currently 25 members in the Ballaying Brigade.

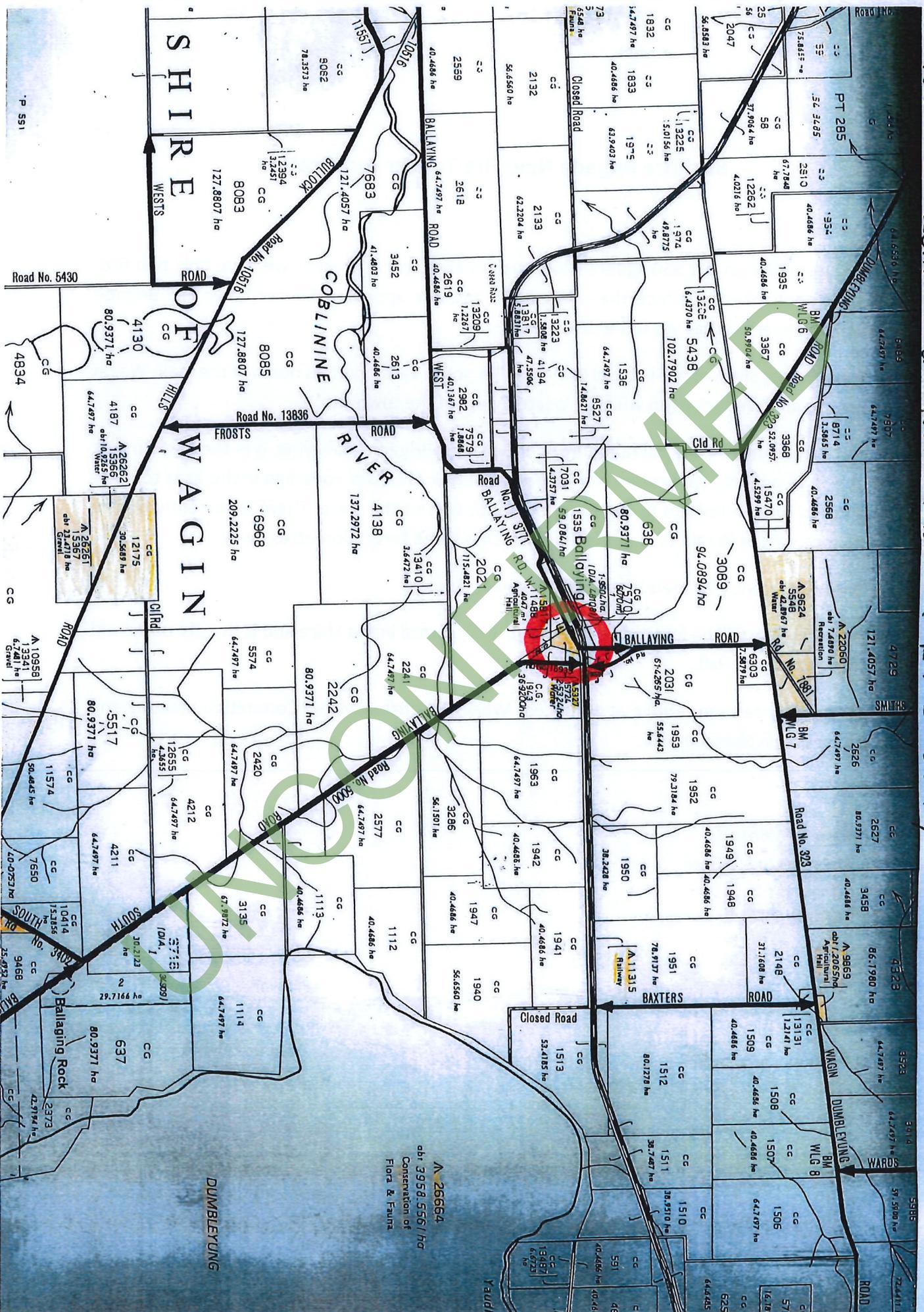
The new facility will be located on Reserve 15817, vested in the Shire and is the site of the old Shire Agricultural Hall.

This request has been ratified at our recent Wagin Bushfire Advisory Committee meeting and then by Wagin Shire Council.

William T Atkinson
Chief Executive Officer

18th March 2021

PROPOSED LOCATION OF NEW BALYUNG RECREATION FACILITY



CAPITAL - BUILDINGS

FORM 5

Local Government Name: Shire of Wagin.....

Please Tick Box: Bush Fire Brigade(s) State Emergency Service Unit(s)

Brigade/Unit Name:..... Ballaying

Complete one form for each building grant submission

2021/22

Section	PLEASE COMPLETE ALL QUESTIONS. IF A NEW BUILDING, REFER TO APPENDIX V, FACILITY FOOTPRINT DESIGNS TO IDENTIFY THE TYPE OF BUILDING	Please circle or complete as appropriate
1	Is the application for an upgrade or extension to an existing building? <i>If YES please attach supporting details, including a fixed priced quote of the project (1 Page) and ignore Section 2</i>	YES <input checked="" type="radio"/> NO

2	Is this application for a new building? <i>If Yes please complete the following:</i>	<input checked="" type="radio"/> YES / NO
(a)	Is land of a suitable size available now? Do not submit application unless suitable land is available. This is a precondition for a building grant.	<input checked="" type="radio"/> YES / NO
(b)	Is this building to be a Collocated Facility or is there an opportunity to establish a Collocated Facility? <i>If YES please provide details on a separate attachment</i>	YES / <input checked="" type="radio"/> NO
(c)	Does this building replace an existing building? <i>If YES approximately how old is the existing building?</i>	YES / <input checked="" type="radio"/> NO Years
(d)	What size building is required? Bays are to be for housing LGGS funded appliances/ vehicles/boats trailers only. (Refer Facility Footprint Designs)	
	BFB 1 Appliance Bay Facility and Amenities	<input checked="" type="radio"/> YES / NO
	BFB 2 Appliance Bay Facility and Amenities	YES / NO
	BFB 3 Appliance Bay Facility and Amenities	YES / NO
	BFB 4 Appliance Bay Facility and Amenities	YES / NO
	BFB 5 Appliance Bay Facility and Amenities	YES / NO
	BFB 6 Appliance Bay Facility and Amenities	YES / NO
	SES 2 Bay Facility and Amenities	YES / NO
	SES 3 Bay Facility and Amenities	YES / NO
	SES 4 Bay Facility and Amenities	YES / NO
	SES 5 Bay Facility and Separate Amenities	YES / NO
	Other Facility - (Full plans, quotes and details required to be submitted)	YES / NO
(e)	How many appliances/vehicles/trailers etc will be housed in the building?	1
(f)	Does the land have separate title?	YES <input checked="" type="radio"/> NO
(g)	Does the land have the correct zoning for this building project?	<input checked="" type="radio"/> YES / NO
(h)	Is the land cleared of contaminants?	<input checked="" type="radio"/> YES / NO
(i)	Are there any native title considerations?	YES <input checked="" type="radio"/> NO
(j)	Are there ANY other funding sources contributing to this project? <i>If YES please provide full details on a separate attachment.</i>	YES <input checked="" type="radio"/> NO
(k)	Are the fixed price quotes attached?	YES / NO
(l)	Has your DFES Superintendent/District Manager been consulted regarding this project?	YES <input checked="" type="radio"/> NO

DO NOT CHANGE THE LAYOUT OF THIS FORM

OPERATING GRANT BUDGET ESTIMATE - ALTERNATE ALLOCATION

FORM 6

(Line Items 1 - 8, 10)

ONLY TO BE COMPLETED IF THE DFES ASSESSED ALLOCATION IS NOT ACCEPTED

Local Government Name: **Shire of Wagin**.....

Please Tick Box: Bush Fire Brigade(s) State Emergency Service Unit(s)

(Complete one form for BFB in AGGREGATE and a separate form for SES in AGGREGATE.)

OPERATING GRANT BUDGET

Expenditure Items	2020/21 Projected (\$)	2021/22 Budget (\$)
RECURRENT EXPENDITURE		
1. Purchase of Plant & Equipment <\$1,500 per item		
2. Maintenance of Plant and Equipment		
3. Maintenance of Vehicles/Trailers/Boats		
4. Maintenance of Land and Buildings		
5. Clothing and Accessories ^(a)		
6. Utilities, Rates and Taxes		
7. Other Goods and Services		
8. Insurances		
NON-RECURRENT EXPENDITURE		
Total Line Items 1 - 8	\$0	\$0
9. Purchase of Plant and Equipment from \$1,500 to \$5,000 per item ^(b)		PLEASE COMPLETE FORM 7

All figures are to be GST EXCLUSIVE.

NOTES:

- (a) Not applicable for SES.
- (b) Items greater than \$5,000 are to be requested as a capital item.

As a separate attachment, please provide an explanation of any significant variations between years. DFES reserves the right to seek clarification or additional details supporting the information above.

DO NOT CHANGE THE LAYOUT OF THIS FORM

**Bush Fire Brigades
Local Government Grant Scheme 2021/22
Operating Grant Offer Assessed Allocation**

Local Government	Wagin
Region	Upper Great Southern

Total Gross Offer 2021/22 Operational Grant (Line Items 1-8)	\$57,620
Less Unexpended funds carried over from 2019/20	TBA
Net Cash Grant Offer - 2021/22 (Line Items 1-8)	\$57,620

* TBA – To be advised on completion of 2019/20 Annual Operating Grant Acquittal (Form 8) assessment.

Accepted
B. Smith

NON-RECURRENT EXPENDITURE JUSTIFICATION

FORM 7

Local Government Name: ... Shire of Wagin.....

Please Tick Box: Bush Fire Brigade(s) State Emergency Service Unit(s)

(Complete one form for BFB in AGGREGATE and a separate form for SES in AGGREGATE.)

JUSTIFICATION NON-RECURRENT EXPENDITURE - Supporting Information	2021/22 Budget
9. Purchase of Plant and Equipment \$1,500 to \$5,000 (Quotes must be provided)	(\$)
Item: Brigade/Unit: Reason:	
TOTAL - Purchase of Plant and Equipment (\$1,500 to \$5,000)	\$0

All figures are to be GST EXCLUSIVE.

Note: If insufficient space, please provide information in above format on a separate attachment.

DO NOT CHANGE THE LAYOUT OF THIS FORM

8. GENERAL BUSINESS

S VOGEL - Department of Fire and Emergency Services

Reported on the near inception of a new fire fighting course which currently sits as a one day course designed around farm firefighting units – aimed at the members who attend a fire in a farm ute with a fire unit on the back. Course is still in planning & should be ready to run a session or two in Wagin for next season.

L LUCAS – State Emergency Services

Going well, new members & running lots of training sessions.

B HALFORD – Department of Fire and Emergency Services

Blake has taken over from Donna Morgan around fire mitigation funding as well as assisting with the actual work. Blake has a fire trailer which can be requested during local mitigation works. Previous funding application around clearing at Piesseville discussed – Blake advised this is still being assess by Dept of Biodiversity, Conservation & Attractions – now that he is aware that we still see it as a risk he will follow up. Current outstanding funding means we cannot apply until work is complete – next rounds June & Sept and we should have a plan for next risk locations – suggestions on the Golf Club hill area being next to mitigate.

R GOLDSMITH – Chief Bushfire Control Officer

We have completed a successful burn at Mt Latham – funds are now in reserve. Entire Fire is booked to complete the next section.

T COOK – Brigade Member

Suggested the ESL tender request for a truck for Ballaying include the business in the area which are a risk – Gilmac, Unigrain and Grainfeeds – as this may assist with the approval of the funding request.

EMERGENCY TABLETOP EXERCISE

Question/Scenario 1 – Options for leadership with CBFCO out of action?

Groups answers: Call the deputy for leadership roles.

Question/scenario 2 – Options for leadership with CBFCO, DBFCO1 & DCBFCO2 not in town?

Group answers: Start working through the list of FCO's to source an option who can step up for the period without elected leaders available.

Question/scenario 3 – Who can assist with making the contacts?

Group answer: LG

9. CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 8.15pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 17 March 2021

Signed:

.....

Chairperson

Date:

.....

UNCONFIRMED