



# AGENDA

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# BUSHFIRE ADVISORY COMMITTEE

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17 MARCH 2021



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**SHIRE OF WAGIN**  
**NOTICE OF MEETING**

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Dear Bushfire Brigade Members and Committee Members,

The next Bushfire Advisory Committee meeting will be held

**ON:** Wednesday 17 MARCH 2021

**WHERE:** Council Chambers, Shire of Wagin

**AT:** 7:15pm (approximately, to proceed the Annual General Meeting)

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Bill Atkinson  
**ACTING CHIEF EXECUTIVE OFFICER**

*Note: That, under section 5.65 of the Local Government Act 1995, care should be exercised by all councillors to ensure that a 'financial interest' is declared and that they refrain from voting on any matters which are considered that may come within the ambit of the Act.*



## **DISCLAIMER**

No responsibility is implied or accepted by the Shire of Wagin for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Wagin 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 or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

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



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## SHIRE OF WAGIN

Agenda for the Bushfire Advisory Committee meeting to be held in the Council Chambers,  
Wagin on Wednesday 17 March 2021 commencing at 7:15pm

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## **1. OFFICIAL OPENING**

Opened the meeting \_\_\_\_\_ pm.

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

### **2.1 ATTENDANCE**

### **2.2 APOLOGIES**

## **3. PUBLIC FORUM**

## **4. PETITIONS/DEPUTATIONS/PRESENTATIONS**

## **5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS**

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

### **5.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6**

### **5.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c**



## 6. CONFIRMATION OF PREVIOUS MEETING MINUTES

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

#### COMMITTEE DECISION

Moved Cr

Seconded Cr

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

7.1.2 DEPUTY 2 – REPORT

### 7.2. BRIGADE REPORTS

7.2.1 BADJARNING

7.2.2 BALLAYING

7.2.3 CANNING

7.2.4 LIME LAKE

7.2.5 PIESSEVILLE

7.2.6 WEDGECARRUP

7.2.7 WAGIN/TOWN & VFRS



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### **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 Wooreloo 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.



#### 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 <sup>th</sup> March 2021
PREVIOUS REPORT(S):	March 2020
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	2021/2022 ESL Application

#### OFFICER RECOMMENDATION

**Moved Cr**

**Seconded Cr**

**That the Committee 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 31<sup>st</sup> 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.

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

### **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 30<sup>th</sup> 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



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## **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  
*Fire and Emergency Services Act 1998*

**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	
<b>CAPITAL</b>		<b>Please Circle</b>	
Appliances/Vehicles	Form 3a	YES / NO	
Facilities	Form 3b	YES / NO	
Equipment	Form 4	YES / NO	
Buildings	Form 5	YES / NO	
<b>OPERATING</b>		<b>Please Circle</b>	
I accept DFES's Assessed Allocation (Items 1 - 8)	N/A	YES / NO	
<b>OR</b>			
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)  SES Unit(s)  FES Superintendent/District Manager

**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 <sup>(a)</sup>	No. of Buildings <sup>(b)</sup>
<b>Bush Fire Brigades</b>					
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					
<b>TOTAL</b>			<b>55</b>	<b>227</b>	<b>3</b>
<b>State Emergency Service Units</b>					
1					
2					
<b>TOTAL</b>				<b>0</b>	<b>0</b>

**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.

There are currently 25 members in the Ballaying Brigade.

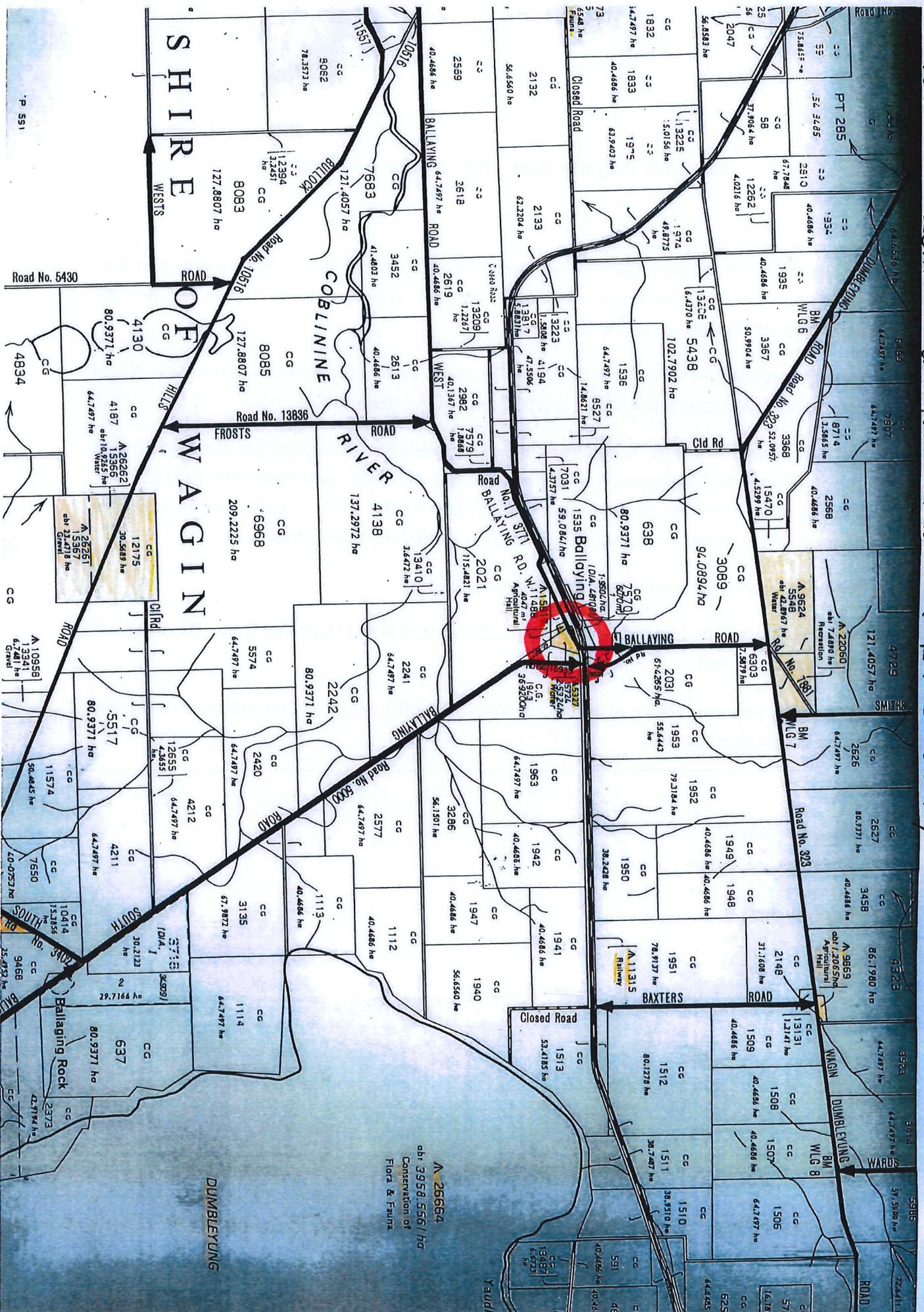
The new facility will be located on Reserve 15817, vested in the Shire and is the site of the old Shire Agricultural Hall.

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**

**16<sup>th</sup> March 2021**

PROPOSED LOCATION OF NEW BALYUNG RECREATION FACILITY



A 26664  
 cdt 3958.5561/ha  
 Conservation of  
 Flora & Fauna





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?	<input checked="" type="radio"/> YES / NO
	<i>If Yes please complete the following:</i>	
(a)	Is land of a suitable size available now? <b>Do not submit application unless suitable land is available. This is a precondition for a building grant.</b>	<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?	YES / <input checked="" type="radio"/> NO
	<i>If YES please provide details on a separate attachment</i>	
(c)	Does this building replace an existing building?	YES / <input checked="" type="radio"/> NO
	<i>If YES approximately how old is the existing building?</i>	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
	<b>Other Facility - (Full plans, quotes and details required to be submitted)</b>	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?	YES / <input checked="" type="radio"/> NO
	<i>If YES please provide full details on a separate attachment.</i>	
(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 (\$)
<b>RECURRENT EXPENDITURE</b>		
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 <sup>(a)</sup>		
6. Utilities, Rates and Taxes		
7. Other Goods and Services		
8. Insurances		
<b>NON-RECURRENT EXPENDITURE</b>		
<b>Total Line Items 1 - 8</b>	<b>\$0</b>	<b>\$0</b>
9. Purchase of Plant and Equipment from \$1,500 to \$5,000 per item <sup>(b)</sup>		<b>PLEASE COMPLETE FORM 7</b>

**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**

<b>Local Government</b>	Wagin
<b>Region</b>	Upper Great Southern

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

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

*Accepted*  
*B. [Signature]*

**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
<b>9. Purchase of Plant and Equipment \$1,500 to \$5,000 (Quotes must be provided)</b>	(\$)
Item: Brigade/Unit: Reason:	
<b>TOTAL - Purchase of Plant and Equipment (\$1,500 to \$5,000)</b>	<b>\$0</b>

**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**



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## 8. GENERAL BUSINESS

## 9. CLOSURE