



MISSION AND VALUES OF COUNCIL

"A Sustainable Community that is inclusive, attractive, healthy and pleasant to live in, that uses our land so as to preserve our history and environment, respects the rights and equality of our citizens and manages our future growth wisely."

UNCONFIRMED MINUTES

OF THE

BUSH FIRE ADVISORY COMMITTEE

14 JUNE 2017

OUR VISION

"A thriving and friendly community that recognises our history and embraces cultural diversity and economic opportunity, whilst nurturing our unique natural and built environment."

OUR MISSION

"To deliver affordable and quality Local Government services."

CORE VALUES OF THE SHIRE

The core values that underpin the achievement of the mission will be based on a strong customer service focus and a positive attitude:

Communication

Integrity

Respect

Innovation

Transparency

Courtesy

DISCLAIMER

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Broome expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

SHIRE OF BROOME
BUSH FIRE ADVISORY COMMITTEE
WEDNESDAY 14 JUNE 2017
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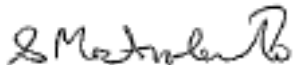
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NOTICE OF MEETING

Dear Committee Member,

The next Bush Fire Advisory Committee of the Shire of Broome will be held on Wednesday, 14 June 2017 in the Committee Room, Corner Weld and Haas Streets, Broome, commencing at 11:00.

Regards



S MASTROLEMBO
Chief Executive Officer

12/06/2017

**MINUTES OF THE BUSH FIRE ADVISORY COMMITTEE OF THE SHIRE OF BROOME,
HELD IN THE COMMITTEE ROOM, CORNER WELD AND HAAS STREETS, BROOME, ON
WEDNESDAY 14 JUNE 2017, COMMENCING AT 11:00.**

1. OFFICIAL OPENING

The Chairman welcomed Members and Officers and declared the meeting open at 11:20am.

2. ATTENDANCE AND APOLOGIES

Attendance:	Cr Chris Mitchell	Chairperson
	Brendon Barwick	Broome Police
	Trevor Fish	12 Mile representative
	Ed Carroll	Coconut Wells Community Representative
	Wayne Cooke	Department of Fire & Emergency Services
	Pat Foley	Department of Parks & Wildlife
	Kevin Tromp	Kimberley Land Council
	Ross Patience	Broome Volunteer Fire & Rescue Service
	Craig Doyle	Broome Volunteer Fire & Rescue Service
	Helen Kent	Office of Emergency Management

Leave of Absence: Nil

Apologies:	Tania Baxter	Bidyadanga Community Representative
	Chris Fox	Bidyadanga Police Station
	Mat Morrissy	Broome Regional Volunteer Bush Fire Brigade
	Phil Leach	Broome Volunteer Fire & Rescue Service
	Gary Bradshaw	Main Roads
	Julie Melbourne	Nyamba Buru Yawuru

Officers:	Aletta Nugent	Shire of Broome
	Ty Matson	Shire of Broome
	Mark O’Connor	Shire of Broome
	Bronwyn Jones	Shire of Broome

3. CONFIRMATION OF MINUTES

3.1 The minutes of the last BFAC meeting were distributed and taken as read.

COMMITTEE RESOLUTION:

Moved: Mr B Barwick

Seconded: Mr P Foley

That the Minutes of the Bush Fire Advisory Committee held on 8 March 2017 be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY 15/0

4. CORRESPONDENCE IN / OUT**4.1 INCOMING CORRESPONDENCE**

- DFES LG Package – 1 March 2017
- 2017/18 LGSS Capital and Operating Grant applications required to be submitted to DFES by 5:00pm on Friday 17 March 2017
- DFES LG Package – 3 May 2017
- Outstanding LGSS Capital Grants – Broome Regional BFB – 5 May 2017
- ANHMC10 abstract deadline approaching – 12 May 2017
- Consultation: Waroona Special Inquiry Recommendation 9 – Voluntary Registration of Farmer Firefighting Units – 12/05/2017
- DFES LG Package – 7 June 2017

4.2 OUTGOING CORRESPONDENCE

- ANHMC10 abstract deadline approaching – forwarded by BFAC Secretariat to all members 12 May 2017

5. BUSINESS ARISING**5.1 BUSH FIRE ADVISORY COMMITTEE CONTACT LIST**

An updated contact list of members and proxies is attached, please inform of any changes.

Attachments

1. BFAC Contact List 2017

5.2 STATUS REPORT

The 2017 Status Report is attached. Please provide updates where applicable.

Attachments

1. BFAC Status Report 2017

5.3 UPDATES FROM MEMBERS

Kimberley Land Council - are working with DFES and are half way through fire mitigation season. All operating procedures and Manuals have been updated.

Department of Parks & Wildlife – staff have all completed mandatory pre-season training. There will be a 5km buffer burn over 2 days (15/16 June), and firebreak work conducted at Coconut Wells. There have been upgraded firebreaks at 12 Mile & the Bird Observatory.

Coconut Wells Representative – mentioned that the firebreaks are well noted. Discussed the challenges with personal firebreaks, and concerns with road verges.

Shire of Broome – gave update on the fire mitigation program, initial inspections done, letters to go out in next 2 weeks. Discussions regarding asbestos in house fire, Shire to talk to Department of Housing regarding an asbestos register. Shire still seeking a site for the Broome Volunteer Bush Fire Brigade building – having difficult finding a site that meets all requirements.

Department of Fire & Emergency Services – Pre-season bushfire training completed at the end of June, upgraded firebreaks/burns in Broome.

12 Mile Representative – concerns regarding road verges, Shire suggested that residents contact the Infrastructure department.

6. REPORTS OF OFFICERS

6.1 OUTCOME FROM THE CALL FOR EXPRESSIONS OF INTEREST	
LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	AFC05
AUTHOR:	Executive Support Officer - Development
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development Services
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	21 April 2017

SUMMARY: This report presents the outcome of an expressions of interest called for membership of the Bush Fire Advisory Committee and requests the appointment of a Skuthorpe representative.

No applications were received for the Community Representative vacancies for the Town of Broome, Beagle Bay or Dampier Peninsula, and this report recommends that the Bush Fire Advisory Committee recommend to Council that these positions remain vacant until the next annual call for Expressions of Interest or until a suitable candidate is identified.

BACKGROUND

Previous Considerations

OMC 28 February 2017 Item 10.2

The Bush Fire Advisory Committee (BFAC) meets quarterly to provide advice to the Shire of Broome on:

1. All matters relating to the prevention, controlling and extinguishing of bushfires.

2. The planning and layout of fire breaks in the district.
3. Prosecutions for breaches of the Bush Fire Act 1956.
4. The formation of Bush Fire Brigades.
5. Coordination and cooperation between agencies within the district.

At the Bush Fire Advisory Committee meeting held on Wednesday, 7 December 2016, the Committee resolved as follows:

That the Bush Fire Advisory Committee recommend that Council amend the Terms of Reference for the Bush Fire Advisory Committee to include a Skuthorpe Community Representative and invite Expressions of interest for a Skuthorpe Community Representative.

COMMENT

Council endorsed the recommendation made by BFAC at its meeting on 7 December 2016 at the Ordinary Meeting of Council held on 23 February 2017. As a result, advertisements were placed in the Broome Advertiser on 23 March 2017, seeking Expressions of Interest (**EOI**) from the following communities to join the BFAC:

- 1x Community representative – Town of Broome
- 1x Community Representative – Beagle Bay
- 1x Community Representative – Dampier Peninsula
- 1x Community Representative – Skuthorpe

The advertisements were also placed on the main noticeboard at the Shire of Broome administration office, and Broome Public Library noticeboard. The advertisement, as well as EOI forms, were also emailed to Kullarri Regional Communities Incorporated (**KRCI**) to be placed on noticeboards in Beagle Bay.

The Shire did not receive any applications for the advertised positions for Town of Broome, Beagle Bay and Dampier Peninsula. It is a recommendation of this report that the positions be left vacant and readvertised in the annual EOI advertisement unless suitably qualified applicants are identified.

A single application was received for the Skuthorpe position from Mr *Darren Greenhill*. Mr Greenhill's application has been assessed by officers and he has been deemed a suitable candidate for the position. It is officers' recommendation that Mr Greenhill's application be accepted and that he be appointed to the role of Community Representative for the Skuthorpe area.

CONSULTATION

Communities within the Beagle Bay, Town of Broome, Dampier Peninsula and Skuthorpe areas have been notified of the vacancy. No further consultation has been undertaken.

STATUTORY ENVIRONMENT

7.2 Tenure of Membership

Local Government Act 1995

5.11. Tenure of committee membership

- (1) *Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person’s membership of the committee continues until —*
 - (a) *the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO’s representative, as the case may be;*
 - (b) *the person resigns from membership of the committee;*
 - (c) *the committee is disbanded; or*
 - (d) *the next ordinary elections day, whichever happens first.*
- (2) *Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person’s membership of the committee continues until —*
 - (a) *the term of the person’s appointment as a committee member expires;*
 - (b) *the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;*
 - (c) *the committee is disbanded; or*
 - (d) *the next ordinary elections day, whichever happens first.*

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

RISK

Community representation aims to ensure that BFAC and therefore Council are advised on any local issues or omissions in regards to Bush Fire Management. The absence of a representative from distinct geographical areas therefore brings the risk that key issues may not be identified. However in this particular case the risk may be lessened due to the representation on BFAC of government and non government service delivery organisations that are heavily involved in the Beagle Bay, Town of Broome and Dampier Peninsula areas. Therefore, the overall risk is considered ‘Low’.

STRATEGIC IMPLICATIONS

Our People Goal – Foster a community environment that is accessible, affordable, inclusive, healthy and safe:

Effective communication

A healthy and safe environment

VOTING REQUIREMENTS

Simple Majority

COMMITTEE RESOLUTION:
(REPORT RECOMMENDATION)

Moved: Mr T Fish

Seconded: Mr W Cooke

That the Bush Fire Advisory Committee recommends that Council:

- 1. Accepts Darren Greenhill's expression of interest and appoints him as the Skuthorpe Representative; and*
- 2. Resolves to leave the position of the Beagle Bay Community, Dampier Peninsula Community, Broome Townsite representative vacant until the next annual call for expressions of interest to the position or until a suitable candidate is identified.*

CARRIED UNANIMOUSLY 15/0

Attachments

Nil

7. MEETING CLOSURE

The Chairman declared the meeting closed at 12:00pm.