



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

12 DECEMBER 2018

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.

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SHIRE OF BROOME
BUSH FIRE ADVISORY COMMITTEE
WEDNESDAY 12 DECEMBER 2018
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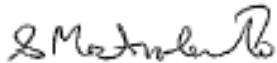
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NOTICE OF MEETING

Dear Committee Member,

The next Bush Fire Advisory Committee of the Shire of Broome will be held on Wednesday, 12 December 2018 in the Function Room, Corner Weld and Haas Streets, Broome, commencing at 11:00am.

Regards



S MASTROLEMBO
Chief Executive Officer

04/12/2018

**MINUTES OF THE BUSH FIRE ADVISORY COMMITTEE OF THE SHIRE OF BROOME,
HELD IN THE FUNCTION ROOM, CORNER WELD AND HAAS STREETS, BROOME, ON
WEDNESDAY 12 DECEMBER 2018, COMMENCING AT 11:00AM.**

1. OFFICIAL OPENING

The Chairman welcomed Members and Officers and declared the meeting open at 11:00am.

2. ATTENDANCE AND APOLOGIES

Attendance:	Les Andrew Trevor Fish Ed Carroll Chris Fox Phil Leach Pat Foley Sarah Dobson Rick Darlow Derren Greenhill Todd Carrington Ben Muller John Saffrey	Chairperson, Broome Police 12 Mile representative Waterbank/Coconut Wells Community Representative Bidyadanga Police Station Broome Volunteer Fire & Rescue Service Department of Parks & Wildlife Nyamba Buru Yawuru Department of Fire & Emergency Services Skuthorpe Community Representative Dampier Peninsula Police Department of Fire & Emergency Services Department of Fire & Emergency Services
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Leave of Absence: Nil

Apologies:	Cr Chris Mitchell Gary Bradshaw Mat Morrissy Arina Aoina Tania Baxter	Chairperson Main Roads Broome Regional Bush Fire Brigade Bidyadanga Community Representative Bidyadanga Community Representative
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Officers:	Aletta Nugent Jason Kneipp Narelle Graue Sarah Owen	Shire of Broome Shire of Broome Shire of Broome Shire of Broome
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3. CONFIRMATION OF MINUTES

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

COMMITTEE RESOLUTION:

Moved: Mr P Leach

Seconded: Mr B Muller

That the Minutes of the Bush Fire Advisory Committee held on 12 September 2018, as published and circulated, be confirmed as a true and accurate record of that meeting.

CARRIED UNANIMOUSLY 12/0

4. CORRESPONDENCE IN / OUT

4.1 CORRESPONDENCE IN/OUT

Correspondence In

- Monthly DFES LG Report Package – 5 September 2018
- Monthly DFES LG Report Package – 3 October 2018
- Monthly DFES LG Report Package – 7 November 2018
- Annual Reporting to the Office of Bushfire Management (OBRM) – Hazard Reduction/Fuel Management 2017/18

Correspondence Out

Nil

Attachments

There are no attachments for this report.

5. BUSINESS ARISING

5.1 BUSH FIRE ADVISORY COMMITTEE (BFAC) CONTACT LIST

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

Attachments

1. BFAC Contact List 2018

5.2 STATUS REPORT

The 2018 BFAC Status Report is attached to track the progress of actions that come out of each meeting.

Attachments

1. BFAC Status Report 2018

5.3 UPDATE FROM BFAC MEMBERS

Department of Fire & Emergency Services

Ben Muller

- DFES report included in attachments
- West Kimberley Fire Season de-brief being held 19 December at 2:00pm – all members are invited, please RSVP to DFES

Parks & Wildlife

- Busy fire season experienced, and have arranged extended fire availability for an extra week to assist if required
- DFES aware of these arrangements, and 2019 mitigation planning underway

Shire of Broome

Narelle Graue

- Not issuing permits at the moment for burning unless in consultation with DFES
- Fire season ran a lot more smoothly this year, and contractors weren't required to carry out works
- Planning for next year currently underway

Dampier Peninsula Police

- Busy bush fire season on the peninsula – nothing further to report

Bidyadanga Police

- Volunteer Bush Fire Brigade is up and running – the opening of the new facility was held last month

Ed Carroll

- Believes the term 'Waterbank' requires clarification
- The geographic location of Waterbank can cause confusion when used in emergency warnings
- Number of fires still happening – still extremely dry

Derren Greenhill

- Extremely dry – but all travelling well

Trevor Fish

- Will be away after Christmas (dates to be confirmed), Derren will cover 12 Mile during this time as well
- Raised a question in relation to station boundaries, fire locations and mapping available. DFES advised they are open to working on ways to help improve mapping. Landgate mapping should be used as a standard (available through intramaps on the Shire's website) <http://www.broome.wa.gov.au/Online-Services-Payment/Maps-Online>
- DFES reminded members that pertinent information in relation to fire location is usually found in the text beneath the title. DFES also requested that if this information does not appear to be correct, to please notify them so that it can be updated.

Broome Volunteer Fire & Rescue Service

- Raised a question in relation to hydro refill spots in the Coconut Well area (as per 12 Mile), and whether signage could be installed in this area too
- Ed Carroll added that some bores with more water availability are located on the Waterbank Station as opposed to in the Coconut Well area.

Shire of Broome

Aletta Nugent

- Aletta will be leaving the Shire of Broome – final day 18 January 2019
- Jason will be available for all Emergency Management requirements

Attachments

DFES Report – separate attachment

6. REPORTS OF OFFICERS

6.1 BUSH FIRE ADVISORY COMMITTEE MEETING DATES FOR 2019

LOCATION/ADDRESS:	Nil
APPLICANT:	Nil
FILE:	AFC05
AUTHOR:	Executive Support Officer - Development & Community
CONTRIBUTOR/S:	Nil
RESPONSIBLE OFFICER:	Director Development & Community
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	10 November 2018

SUMMARY: This report recommends that the Bush Fire Advisory Committee adopts proposed meeting dates to be held in 2019.

BACKGROUND

In accordance with the Bush Fire Advisory Committee Terms of Reference, the Committee is required to meet bi-annually, before and after the fire season (1 April to 31 December) with no meetings being held during the "Wet Season" (1 January to 31 March). Extra meetings of the Committee may be convened:

- by the Chairperson;
- by written notice to all Committee members, such notice being signed by at least four members of the Committee, giving not less than 7 days notice and stating purpose of the meeting; or
- by the Council.

COMMENT

It is proposed that in 2019 the Bush Fire Advisory Committee meetings are to be generally held in the Shire of Broome Function Room commencing at 11:00am.

Please note the following 4 meeting dates are proposed for the Bush Fire Advisory Committee for 2019:

Wednesday 13 March 2019

Wednesday 12 June 2019

Wednesday 11 September 2019

Wednesday 11 December 2019

The general timing and frequency of meetings is consistent with past practice and ensures that Committee members are able to have a good level of awareness and response to bush fire matters in Broome.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT***Bush Fires Act 1954****Section 67 – Advisory committees*

1. *A Local Government may at any time appoint such persons as it thinks fit as a Bush Fire Advisory Committee for the purpose of advising the Local Government regarding all matters relating to the prevention, controlling and extinguishing of bush fires, the planning of the layout of firebreaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind, as, or a different kind from, those specified in this subsection.*
 2. *A committee appointed under this section shall include a member of the Council of the Local Government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be Chairman thereof.*
 3. *In respect to a committee so appointed, the Local Government shall fix the quorum for the transaction of business at meetings of the committee and may:-*
 - a. *make rules for the guidance of the committee;*
 - b. *accept the resignation in writing of, or remove, any member of the committee, appoint a person to fill that vacancy.*
 - c. *where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.*
 4. *A committee appointed under this section:-*
 - a. *may from time to time meet and adjourn as the committee thinks fit;*
 - b. *shall not transact business at a meeting unless the quorum fixed by the Local Government is present;*
 - c. *is answerable to the Local Government and shall, as and when required by the Local Government, report fully on its activities.*
38. *Local government may appoint bush fire control officer*
- (1) *A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*

- (2) (a) *The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.*
- (b) *deleted]*
- (c) *The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.*
- (d) *Where a local government that has been served with a notice pursuant to paragraph (c) fails or neglects to comply with the requirements of that notice, the Authority may appoint a person to the vacant office.*
- (e) *A bush fire control officer appointed under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the Authority, by the Authority.*
- (3) *The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.*
- (4) *A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —*
- (a) *carrying out normal brigade activities;*
- (b) *and*
- (c) *deleted]*
- (d) *exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;*
- (e) *procuring the due observance by all persons of the provision of Part III.*
- (5) (a) *A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.*
- (b) *The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions so issued carry out the directions but subject to the provisions of this Act.*
- (c) *The provisions of this subsection are not in derogation of those of subsection (4).*
- (6) (a) *In this section —*

approved local government means a local government approved under paragraph (b) by the Authority.

- (b) *If it appears to the Authority that the standard of efficiency of a local government in fire prevention and control justifies the Authority doing so, the Authority, by notice published in the Government Gazette —*
 - (i) *may approve the local government as one to which this subsection applies; and*
 - (ii) *may from time to time cancel or vary any previous approval given under this paragraph.*

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Nil.

RISK

There is a significant risk of impact on the Broome community from bush fire impacts. If not mitigated, this risk is potentially Extreme. One of the ways that the Shire can mitigate this risk is through having a functioning Bush Fire Advisory Committee that meets regularly.

STRATEGIC IMPLICATIONS

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

Effective communication

Our Organisation Goal – Continually enhance the Shire’s organisational capacity to service the needs of a growing community:

Effective community engagement

Improved systems, processes and compliance

VOTING REQUIREMENTS

Simple Majority

<p><u>COMMITTEE RESOLUTION:</u> <u>(REPORT RECOMMENDATION)</u></p> <p><i>Moved: Mr T Fish</i> <i>Seconded: Mr B Muller</i></p> <p><i>That meetings are convened for the Bush Fire Advisory Committee on the following dates in 2019 commencing at 11:00am in the Shire of Broome Function Room:</i></p> <ul style="list-style-type: none"> • <i>Wednesday 13 March 2019</i> • <i>Wednesday 12 June 2019</i>

- *Wednesday 11 September 2019*
- *Wednesday 11 December 2019*

CARRIED UNANIMOUSLY 12/0

Attachments

There are no attachments for this report.

7. MEETING CLOSURE

The chairman closed the meeting at 11:30am.