



Shire of
Serpentine
Jarrahdale

Bush Fire Advisory Committee Meeting

Minutes

Thursday, 18 April 2024
1900hrs

Contact Us

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In Person

Shire of Serpentine Jarrahdale
6 Paterson Street, Mundijong WA 6123
Open Monday to Friday 8.30am-5pm (closed public holidays)



www.sjshire.wa.gov.au



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Minutes of the Bushfire Advisory Committee Meeting held in the Civic Centre, 6 Paterson Street, Mundijong, on Thursday, 18 April 2024.

The Chairperson, Mike Ross declared the meeting open at 1900hrs and welcomed Committee Members.

Minutes

1. Attendances and apologies (including leave of absence):

Attendances:

Voting Delegates

Mike Ross	Oakford Captain (Chairperson)
Jess Gibson	Byford Captain (Deputy Chairperson)
Chris Burgess	Keysbrook Captain
Cr. Shaye Mack	Council Delegate
Cr. Nathan Bishop	Council Delegate
Leigh Mulholland	Chief Bush Fire Control Officer
Nathan Carrall	Emergency Support Brigade Captain
Sarah Davis	Jarrahdale Captain
Emma Chapman	Serpentine Captain
Nathan Houweling	Mundijong Captain

Non-Voting Delegates

Brian Oliver	Director Community Engagement
Dave Richer	Coordinator Emergency Services
Paul Postma	District Officer Southeast Department Fire and Emergency Services
Brodie Selby	Department of Biodiversity, Conservation and Attractions
Jason White	Deputy Chief Bush Fire Control Officer 2
David Gibson	Deputy Chief Bush Fire Control Officer 3 (left meeting at 2040hrs)
Melissa Lechleitner	Minute Taker / Administration

Apologies:

Ken Elliott	Deputy Chief Bush Fire Control Officer 1
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Observers:

Rob Coales	Shire President (left meeting at 1905hrs)
Rhett Hislop	Oakford Brigade Secretary



1.1 Welcome by Shire President

The Shire President addressed the Bush Fire Advisory Committee.

President Coales left the meeting at 1905hrs and did not return.

2. Declaration of Councillors, Officers and Committee Members interest:

Nil.

3. Minutes of Previous Meeting/s:

3.1 Bush Fire Advisory Committee Meeting – 6 December 2023

Attachments (available under separate cover)

- **3.1 – attachment 1 – Bush Fire Advisory Committee Meeting Minutes – 6 December 2023 (E23/17024)**

3.1/04/24

BUSHFIRE ADVISORY COMMITTEE RESOLUTION

Moved: Nathan Houweling; Seconded: Cr. Nathan Bishop

That the Minutes of the Bush Fire Advisory Committee Meeting held on 6 December 2023 be confirmed (E23/17024) attachment 1.

CARRIED UNANIMOUSLY 10/0

4. Standing Items:

4.1 Status Report

The status report provides members with a list of resolutions passed by the Committee and any actions associated with the resolution. This report will be updated as required until resolutions have been completed.

Outstanding Resolution No.	Status
5.1.1/4/23 BUSH FIRE ADVISORY COMMITTEE RESOLUTION (Extract) That the Bush Fire Advisory Committee recommends that Council 3. REQUESTS the Chief Executive Officer to a) investigate where other local governments have implemented changes to their Volunteer Bushfire Brigades as a result of a new Career Fire Station and work with the brigades to understand the impacts and options available, and b) present a discussion paper to Bush Fire Advisory Committee following the investigations.	To be presented as a part of this meeting in agenda item 4.1.1.
4.1.1/12/23 BUSH FIRE ADVISORY COMMITTEE RESOLUTION BFAC REQUESTS that the CEO provide a report to the April 2024 BFAC meeting identifying:	The costings have been calculated with the cost of the works requested as a part of the 2024/2025 LGGS application.



a) Costings for all action items associated with the 35 corrective actions in progress. b) the approved budget allocated for the completion of these works: and c) any additional funding required to complete the identified works for consideration by council.	The facilities team is also preparing a business case for the inclusion of the shortfall in the 2024/2025 budget for council consideration.
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4.1.1 Resolution 5.1.2/4/23 – Status Update – Cardup Career Fire Station Discussion Paper (E24/1239)

4.1.1 – Status Update – The Impact of Cardup Career Fire Station and the Extension of the Metropolitan Gazetted Fire District (E24/1239)	
Responsible Officer:	Coordinator Emergency Services
Senior Officer:	Director Community Engagement
Disclosure of Officer's Interest:	No Officer involved in the preparation of this report has an interest to declare in accordance with the provisions of the <i>Local Government Act 1995</i>

Report Purpose

The purpose of this report is to provide the Shire of Serpentine Jarrahdale Bushfire Advisory Committee with a discussion paper relating to the Impact of Cardup Career Fire Station and the Extension of the Metropolitan Gazetted Fire District and to consider the recommendations within the Discussion Paper.

Relevant Previous Decisions of Council

<p><i>Ordinary Council Meeting – 21 August 2023 – OCM215/08 – COUNCIL RESOLUTION - Extract.</i></p> <p><i>COUNCIL RESOLUTION / Bush Fire Advisory Committee Recommendation / Officer Recommendation</i></p> <p><i>That Council:</i></p> <p><i>3. REQUESTS the Chief Executive Officer to:</i></p> <p><i>a. INVESTIGATE where other local governments have implemented changes to their Volunteer Bushfire Brigades as a result of a new Career Fire Station and work with the brigades to understand the impacts and options available, and</i></p> <p><i>b. PRESENT a discussion paper to Bush Fire Advisory Committee following the investigations.</i></p>

Background

DFES has commenced construction of a 24/7/365 career fire and rescue station, named Cardup Fire Station, to be operational in late 2024. Due to this planned establishment and the subsequent adjustments to the Metropolitan Gazetted Fire District boundaries, Emergency Services response in the Shire is set to undergo significant changes.

At the August 2023 meeting, Council requested the Chief Executive Officer to investigate



where other local governments have implemented changes to their Volunteer Bushfire Brigades as a result of a new Career Fire Station and work with the brigades to understand the impacts and options available and present a Discussion Paper back to the Bush Fire Advisory Committee.

Community / Stakeholder Consultation

Shire Officers have undertaken the following engagement and consultation in the development of the Discussion Paper:

- Department of Fire and Emergency Services
- Chief Bushfire Control Officer/Community Emergency Service Managers from other local governments
- Review of Shire’s Volunteer Brigade activities and turnout statistics, as well as other local government area brigade turnout statistics.

The Discussion Paper is presented to BFAC for its consideration before presenting to Council.

Statutory Environment

- *Bushfires Act 1954*
- *Work Health and Safety Act 2020*
- *Fire Brigades Act*
- *Emergency Management Act 2005*
- *Fire and Emergency Services Act 1998*

Comment

The establishment of the Cardup Career Fire and Rescue Service (CFRS) in Byford and the extension of the Metropolitan Gazetted Fire District (MGFD) into the northern part of the Shire will bring about significant changes to emergency responses in the Shire of Serpentine Jarrahdale (the Shire). There are plans for a 24/7/365 CFRS to be operational by late 2024, resulting in adjustments to MGFD boundaries.

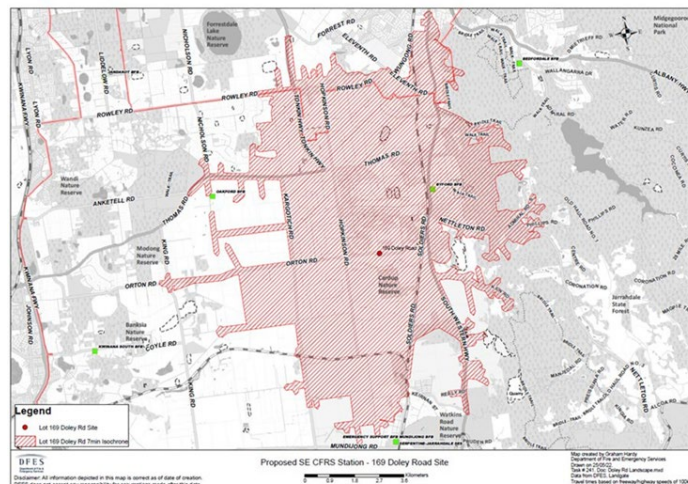


Figure 1 - Cardup Career Fire Station 7 Minute Isochrone



This may result in a comprehensive remapping of brigade response areas, a review of volunteer bushfire brigade distribution, and a reassessment of roles and responsibilities. This strategic task and the associated engagement and collaboration with affected brigades, is intended to produce a clear understanding of Brigade response areas and seamless integration of response activities. There is also opportunity to build supporting relationships in respect of skill development between the CFRS and volunteer brigades, creating enhanced skill development and joint response arrangements to occur for local incidents.

The impacts on prominent Shire brigades, such as Byford, Oakford, and Mundijong Bush Fire Brigades (BFB), does necessitate a strategic approach to volunteer attraction and retention. The CFRS, for example, does not cover the full remit of prevention, preparedness, response and recovery arrangements as they pertain to, inter alia, bushfire events. Considering the bushfire prone landscape of the Shire and increasing rural urban interface that presents a high risk of bushfire impact, there is an important focus that includes prevention and preparedness - this is a particular focus for the Shire's volunteer brigades, as well as incident response currently. What this looks like into the future once the CFRS arrives is an important consideration to define. These matters are explored further in the Discussion Paper titled Impact of Cardup Career Fire Station and the Extension of the Metropolitan Gazetted Fire District, provided at **attachment 1**.

The Discussion Paper considers the following matters:

- Background and Issues
- Current situation
- Impacts to Shire Brigades of the new Cardup Career Fire Station
- Previous examples of where career fire stations have been established in local government areas resulting in changes to the MGF
- Recommendations

Based on the matters presented in the Discussion Paper, the following recommendations have been identified:

Recommendation 1

The Shire undertakes a governance review of the Shire's Emergency Services Team to ensure the governance structure delineate roles and responsibilities, ensuring accountability and effective decision-making within the team, management of volunteers as well as the management of emergency response.

Recommendation 2

The Shire undertakes a review of its volunteer bush fire brigade distribution and a review of the 20 Year Facilities Plan for the Shire's six Bush Fire Brigades, Emergency Support Brigade and SES Unit to identify opportunities to optimise resource allocation, facility investment and/or rationalisation, streamline operational procedures, and enhance overall emergency response capabilities.

Recommendation 3

The Shire undertakes a comprehensive remapping of volunteer bush fire brigade response areas to ensure a clear understanding of brigade response areas and seamless integration of services with the CCFS coming online.



Recommendation 4

The Shire undertakes a review of bush fire brigade roles and responsibilities, in consultation with the volunteer bush fire brigades, and explore opportunities for reassignment or additional training to accommodate any changes resulting from the remapping and rationalisation process, as well as opportunities for enhanced prevention and preparedness functions, to support volunteer attraction and retention.

Recommendation 5

The Shire undertakes a Volunteer Survey of the Shire's six Bush Fire Brigades and Emergency Support Brigade volunteers.

Options

Option 1

That the Bush Fire Advisory Committee RECOMMENDS that Council:

1. RECEIVES the discussion paper "The Impact of Cardup Career Fire and Rescue Service Station and the Extension of the Metropolitan Gazetted Fire District" provided at **attachment 1**.
2. ENDORSES the recommendations contained within the Discussion Paper at **attachment 1**.
3. REQUESTS the Chief Executive Officer to implement the recommendations contained within the Discussion Paper at **attachment 1**, subject to funding allocations in the 2024/25 Budget.

Option 2

That the Bush Fire Advisory Committee RECOMMENDS that Council RECEIVES the discussion paper "The Impact of Cardup Career Fire and Rescue Service Station and the Extension of the Metropolitan Gazetted Fire District" provided at **attachment 1** and takes NO FURTHER ACTION at this time.

Option 1 is recommended.

Conclusion

The establishment of the Cardup Career Fire and Rescue Service (CFRS) in Byford and the extension of the Metropolitan Gazetted Fire District (MGFD) into the northern part of the Shire will bring about significant changes to emergency responses in the Shire of Serpentine Jarrahdale (the Shire). There are plans for a 24/7/365 CFRS to be operational by late 2024, resulting in adjustments to MGFD boundaries. This may result in a comprehensive remapping of brigade response areas, a review of volunteer bushfire brigade distribution, and a reassessment of roles and responsibilities.

The Discussion Paper and identified recommendations provide a strategic approach to facilities planning, resource allocation and volunteer engagement. These recommendations are aimed at ensuring there is a shared agreement and understanding of how the volunteer brigades will operate within the proposed Metropolitan Gazetted Fire District boundary to support them to continue their pivotal role as part of the Shire's ongoing preparedness, response, management and mitigation of emergencies in the district.



Attachments (available under separate cover)

- **4.1.1 - attachment 1** - The Impact of Cardup Career Fire and Rescue Service Station and the Extension of the Metropolitan Gazetted Fire District (E24/1239)

Alignment with our Council Plan 2023-2033

Thriving
1. Plan for the sustainable growth of the Shire of Serpentine Jarrahdale
Liveable
4. Invest in facilities and amenities to meet current and future needs
Connected
2. Contribute to a well-connected, accessible and healthy community

Financial Implications

If the Officer’s recommendation is supported, where required, business cases will be submitted to implement the recommendations contained within the Discussion Paper.

Risk Implications

Risk has been assessed on the Officer Options:

Officer Option	Risk Description	Controls	Principal Consequence Category	Risk Assessment			Risk Mitigation Strategies (to further lower the risk rating if required)
				Likelihood	Consequence	Risk Rating	
1	The Shire does not have financial resources to implement the recommendations from the Discussion Paper, or the implementation of the recommendation/s is delayed.	Relevant Business Cases to be submitted as part of the 2024/25 Budget Process to assist in delivery	Organisational Performance	Possible	Minor	MODERATE	
2	The Shire does not adequately plan for the new Cardup Career Fire Station and this negatively impacts on the role of its local brigades, causing frustrations or dissatisfaction from brigades towards the Shire.	Current engagement with brigades by DFES and the Shire	Reputation	Likely	Moderate	SIGNIFICANT	Option 1



Voting Requirements: Simple Majority

Officer Recommendation

That the Bush Fire Advisory Committee RECOMMENDS that Council:

1. RECEIVES the discussion paper “The Impact of Cardup Career Fire and Rescue Service Station and the Extension of the Metropolitan Gazetted Fire District” provided at attachment 1.
2. ENDORSES the recommendations contained within the Discussion Paper at attachment 1.
3. REQUESTS the Chief Executive Officer to implement the recommendations contained within the Discussion Paper at attachment 1, subject to funding allocations in the 2024/25 Budget.

MOTION

Moved: J Gibson; Seconded: M Ross

That the Bush Fire Advisory Committee RECOMMENDS that Council:

1. RECEIVES the discussion paper “The Impact of Cardup Career Fire and Rescue Service Station and the Extension of the Metropolitan Gazetted Fire District” provided at attachment 1.
2. ENDORSES the recommendations contained within the Discussion Paper at attachment 1.
3. REQUESTS the Chief Executive Officer to implement the recommendations contained within the Discussion Paper at attachment 1, subject to funding allocations in the 2024/25 Budget.

AMENDMENT

Moved: J Gibson; Seconded: M Ross

4. REQUESTS the Chief Executive Officer write to the DFES Commissioner requesting DFES establish Memorandums of Understanding between DFES and the affected volunteer brigades to support a successful integration of the Cardup Career Fire Station and the Shires Volunteer Brigades prior to the Career Station opening.

CARRIED UNANIMOUSLY 10/0



4.1.1/04/24

BUSH FIRE ADVISORY COMMITTEE RESOLUTION

Moved: J Gibson; Seconded: M Ross

That the Bush Fire Advisory Committee RECOMMENDS that Council:

- 1. RECEIVES** the discussion paper “The Impact of Cardup Career Fire and Rescue Service Station and the Extension of the Metropolitan Gazetted Fire District” provided at attachment 1.
- 2. ENDORSES** the recommendations contained within the Discussion Paper at attachment 1.
- 3. REQUESTS** the Chief Executive Officer to implement the recommendations contained within the Discussion Paper at attachment 1, subject to funding allocations in the 2024/25 Budget.
- 4. REQUESTS** The Chief Executive Officer write to the DFES Commissioner requesting DFES establish Memorandums of Understanding between DFES and the affected volunteer brigades to support a successful integration of the Cardup Career Fire Station and the Shires Volunteer Brigades prior to the Career Station opening.

CARRIED UNANIMOUSLY 10/0

5. Agency and Brigade Report

5.1 Coordinator Emergency Services

Local Government Grant Scheme Update

The Local Government Grant Scheme application has been submitted for the 2024/25 financial year.

The Local Government Grant Scheme continues to play a vital role in supporting our emergency services initiatives. During this reporting period, the following progress has been made:

Funding Allocation

The Shire has received its Operational Grant offer for the 2024/25 period with which funds the day-to-day operations of our 7 Brigades including:

- Volunteer expenses such as PPC, training and welfare costs
- Vehicle operational and maintenance Costs
- Building operational and maintenance Costs
- Equipment costs.



The current Operating Grant offer is:

**Bush Fire Brigades
Local Government Grant Scheme 2024/25
Operating Grant Offer Assessed Allocation**

Local Government	Serpentine-Jarrahdale
Region	South East Metro

Total Gross Offer 2024/25 Operational Grant (Line Items 1-8)	\$383,390
Less Unexpended funds carried over from 2022/23	TBA
Net Cash Grant Offer - 2024/25 (Line Items 1-8)	\$383,390

* TBA – To be advised on completion of 2022/23 Annual Operating Grant Acquittal (Form 8) assessment.

Based on a review of our Operating costs over the past 3 years the shire has requested an alternative allocation per the table below.

Category	2021/22	2022/23	2023/24 est.*
1. Purchase of Plant and Equipment < \$1200	\$47,621	\$23,675	\$36,000
2. Maintenance of Plant and Equipment	\$10,434	\$14,242	\$51,393
3. Maintenance of Vehicles, Trailers and Boats	\$184,656	\$138,616	\$150,000
4. Maintenance of Land and Buildings	\$46,876	\$40,013	\$60,000
5. Clothing and Accessories	\$91,861	\$120,923	\$60,000
6. Utilities Rates and Taxes	\$56,744	\$32,175	\$21,000
7. Other Goods and Services (includes Volunteer Costs)	\$50,381	\$60,770	\$50,000
8. Insurances	\$65,767	\$66,187	\$76,000
Total Operating Budget	\$554,340.00	\$496,601.00	\$504,393.00

Aging Fleet of Fire Appliances:

One of the primary concerns affecting the operational efficiency of our Volunteer Bushfire Brigades is the aging fleet of fire appliances. Many of our vehicles are nearing the end of their recommended service life, leading to increased maintenance costs, downtime, and a higher risk of mechanical failures during critical operations. The increase in funding is required to continue to ensure that these appliances maintained in accordance with DFES and the manufacturers recommendations to ensure that the entire fleet remains reliable and well-equipped to maintain our response capability.



Brigade/Unit	Description	Year	Life*	%
Byford	3.4 Urban	2017	16	44%
Byford	Light Tanker	2017	10	70%
Jarrahdale	4.4 Rural	2012	16	75%
Jarrahdale	Light Tanker	2021	10	30%
Keysbrook	2.4 Broadacre	2024	16	0%
Mundijong	3.4 Urban	2012	16	75%
Mundijong	Light Tanker	2017	10	70%
Mundijong	12.2 Bulk Water	2019	20	25%
Mundijong	Incident Control Vehicle	2014	20	50%
Oakford	3.4 Urban	2011	16	81%
Oakford	Light Tanker	2016	10	80%
Oakford	9.2 Bulk Water	2007	20	85%
Serpentine	3.4 Urban	2007	16	106%
Serpentine	Light Tanker	2021	10	30%

* Expected Service Life

In addition to the increased operational budget allocation the Shire is seeking funding for the upgrades required for the Byford Fire Station to close out corrective Actions 1.02 to 1.06 of the facilities Corrective Actions Register as tabled at BFAC in December 2023.

These actions arose out of the Review of the Brigade facilities conducted by LGIS in October of 2022.

Fire Break Inspection Update

Ensuring the effectiveness of fire breaks is a key aspect of our fire prevention strategy. Below is a summary of the 2023/24 Fire Break Season:

- **Inspection Programme:** The inspections were carried out by the Shire's Bushfire Mitigation Officers with all initial inspections completed prior to Christmas 2023.
- **Work Orders:** 11500 inspections were completed with only 226 work orders issued. Work orders were issued for properties that did not meet the requirements of the Section 33 Notice and for those with existing variations that did not comply with their specific agreed requirements.
- **Infringements:** Of the 226 Work orders only 32 infringements were raised which following review was reduced to 29 due to a review of the works completed by the residents.
- **Training:** This year the Fire Control Officers have completed a Three-day Course on Evidence Gathering for prosecutions to assist in the collection and preservation of information that can be used should the infringements need to proceed through to a prosecution. This is applicable to both Firebreak infringements as well as illegal burns.



Mitigation Program Update

The Shire received \$500,000 in Round 1 of the 2023/24 Mitigation Activity Fund (MAF) Grant Scheme to deliver 10 treatment packages. The Shire also allocated \$180,000 in its 2023/24 Budget for mitigation activities. A status of the works is provided below:

Asset Name / Activity	Funding	Amount \$	Status
10 Phillips Road, mulching	MAF	\$80,000	In progress
283 Nettleton Road, mulching	MAF	\$110,000	In progress
515/547 Nettleton Road, mulching	MAF	\$80,500	In progress
608/713 Nettleton Road, mulching	MAF	\$80,500	In progress
86-113 Keirnan Street - Manjedal Brook Reserve, burning	MAF	\$5,000	Deferred
86-113 Keirnan Street - Manjedal Brook Reserve, mulching	MAF	\$50,000	Complete
Cnr Keirnan & Paterson - Manjedal Brook Reserve, burning	MAF	\$2,000	Deferred
Cnr Keirnan & Paterson - Manjedal Brook Reserve, mulching	MAF	\$30,000	Complete
Kooribinjal east, fencing	MAF	\$35,000	In progress
Nettleton Road and Alcoa Road, mulching	MAF	\$27,000	in progress
Emergency Services maintenance	Shire	\$40,000	In progress
Firebreaks Shire land, mechanical	Shire	\$70,000	In progress
Firebreaks Shire land, spraying	Shire	\$30,000	Not started
Mitigation firefighting unit replacement	Shire	\$12,000	In progress
Mitigation sheep	Shire	\$5,000	Complete
Mitigation trailer	Shire	\$5,000	In progress

2024/25 MAF Application.

Round 1, the Shire will focus on an application comprising two verge treatments and one burn. This initial round is scaled to allow our team to apply for Round 2. Moving forward to the second round will involve obtaining approvals during the Christmas/New Year period. The objective of progressing to Round 2 is to facilitate administrative tasks during this typically disruptive time of year. The aim of this approach is to support a timelier execution of the physical works without the hindrance of holiday disruptions.

Fire Danger Sign Update

Fire danger signs serve as crucial tools in providing the residents and visitors to our shire what the potential fire behaviour would be in the event of a fire. Following on from the AFDRS project, the Shire of Serpentine Jarrahdale opted for the installation of an electric AFDRS sign to be installed to replace the existing sign on Karnup Road, Hopeland.

This sign is now fully installed and is connected to the electronic alerts system, as such the sign updates automatically when the Fire Behaviour Index changes.

This allows for timely up to date information being displayed at all times without the requirement for Brigade Volunteers having to park on the roadside in the high-speed zone (100kph) to change the sign.



A business case has been submitted for consideration in the Shire's 2024/25 Budget for the installation of a second sign to be located in the 80kph zone on Jarrahdale Road, Jarrahdale.

Facilities Update

Project/Facility	Status
Oakford Fire Station – New Build	Concept Design complete following engagement with Oakford Volunteer Bush Fire Brigade, SJ Emergency Support Brigade and Department of Fire and Emergency Services. Currently finalising tender process.
Serpentine Fire Station – Enhancement Project	Concept design has been agreed and a builder has been appointed to carry out the works. The PPE storage racks have also been delivered and the project team is working with the brigade to ensure the project is delivered in a timely manner without impacting the Brigade's operations. Installation works have commenced.
Byford Fire Station – Enhancement Project	Concept design in progress to enable the project to progress to design and construction. Engagement is ongoing with the Brigade. Staged construction design has been provided for consultation with the key stakeholders.

5.2 Chief Bush Fire Control Officer / Emergency Services Department

Chief Bush Fire Control Officer – April 2024 Report

This report was provided out of session for inclusion in the minutes.

Prevention

MAF works are currently underway, with 60% completion achieved. However, there have been challenges in getting contractors onsite due to high-risk works during the fire season. Despite this, contractors have been engaged, and progress is on track for completion before the end of the financial year (EOFY).

Mitigation works by the LG Emergency Service Department are in progress, focusing on shire-managed verges. These efforts will complement the brigade's verge burning program scheduled for this year.

Fire break inspections were conducted between December and January, resulting in a high compliance rate. Mitigation officers are currently addressing non-compliant residential properties. Works are prioritised for extreme risk properties where non-compliance persists despite issuing infringements. Property owners are billed for the remedial works, which are recorded as a debt against the property.

The Shire has introduced a new free text messaging service, SJ SMS Alert Service, delivering real-time information to residents about total fire bans, harvest vehicle movement bans, and burning permit suspensions. Aimed at residents on larger properties and contractors operating within the Shire, the service has garnered significant interest, with over 2050 sign-ups.



The Bushfire Awareness Team has been actively engaging communities through Bushfire Ready Community events in Keysbrook and Whitby. These initiatives have been well-received, guiding residents in developing bushfire plans and property preparation. Plans are underway for events in Oakford, Cardup, Serpentine and Jarrahdale these will focus on a BurnSmart Style event hosted by brigades with assistance from the ES team and BAT team.

Progress on the Fire Station project on Pony Place in Oakford is notable, with the planning phase concluded. The team is enthusiastic about transitioning into the construction phase later this year.

Preparedness

Recruitment for new firefighters has commenced in some brigades, with others slated to begin in throughout April.

The Shire-wide Brigade Training Calendar for 2024 has been finalised, scheduling 25 training courses throughout the year.

Planning for LG Machine operators' training for the pre-season 2024/2025 is underway. The Operations team has developed a roster for the fire season to ensure expedited access to earth-moving machinery for incident controllers as needed.

The revised process for issuing Vehicle ID stickers has been tested during multiple incidents in farming communities this summer. Feedback highlighted the need for further education for WAPOL and traffic management contractors regarding the Vehicle ID Scheme (VIS). As a result, a fact sheet has been produced and will be provided by incident controllers to WAPOL and traffic management providers to ensure farming appliances displaying VIS stickers are granted access as deemed safe by DFES incident controllers.

SJ brigades currently boast 250 members, with 187 listed as active members.

Response

The Shire and metropolitan area experienced an exceptionally busy summer, commencing earlier than in previous years, with major bushfires in November and persisting throughout the season. This pace has continued with summer like conditions continuing into April. Detailed response statistics for SJ brigades are presented in the table below, with notable incidents outlined:

November:

Elliot Road, Keysbrook: A 3rd Alarm, Level 1 Bushfire necessitated 2 shifts to secure approximately 7 hectares, caused by lightning.

Hopelands Road, Nambeelup: A 3rd Alarm, Level 1 Bushfire saw crews supporting the Shire of Murray for a fire at the SJ/Murray border, caused by lightning.

Serpentine Complex: A Level 3 Major Bushfire on Kingsbury Drive in Karnet consumed 1150 hectares. Crews from the Pilbara to the Great Southern were called in to assist, and it took 7 days to contain. Fortunately, there were no damages to assets, caused by lightning. (Map1)



December:

King Road: A 3rd Alarm Level 1 Bushfire burnt 20 hectares, caused by a vehicle parked on the verge. (map2)

Keysbrook Bushfire: A 4th Alarm Level 2 Major Bushfire required crews from across the Perth metro and southwest region. The fire, which occurred over the Christmas period burnt 830 ha, took 6 days to contain and resulted in the destruction of 2 rural properties, numerous kilometres of fencing, power poles, and mine site infrastructure. The cause remains under investigation. (map3)

January:

Hopkinson Road, Darling Downs: A 3rd Alarm Level 1 Bushfire threatened multiple properties. Despite damages to outbuildings and fencing, crews managed to save a house, the fire burnt 2 ha. The cause is undetermined.

King x Jackson Road, Oldbury: A 3rd Alarm Level 1 Bushfire, initiated by a malfunctioning train, was contained by all crews.

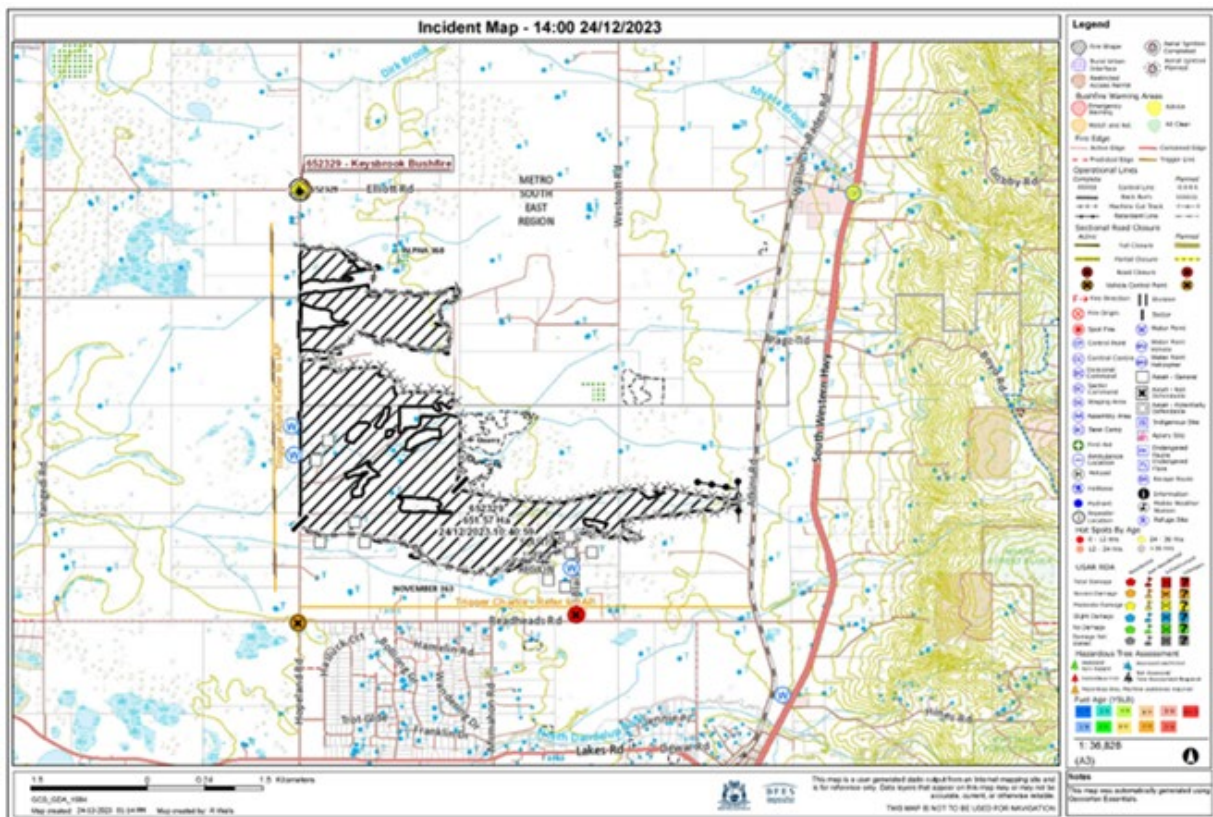
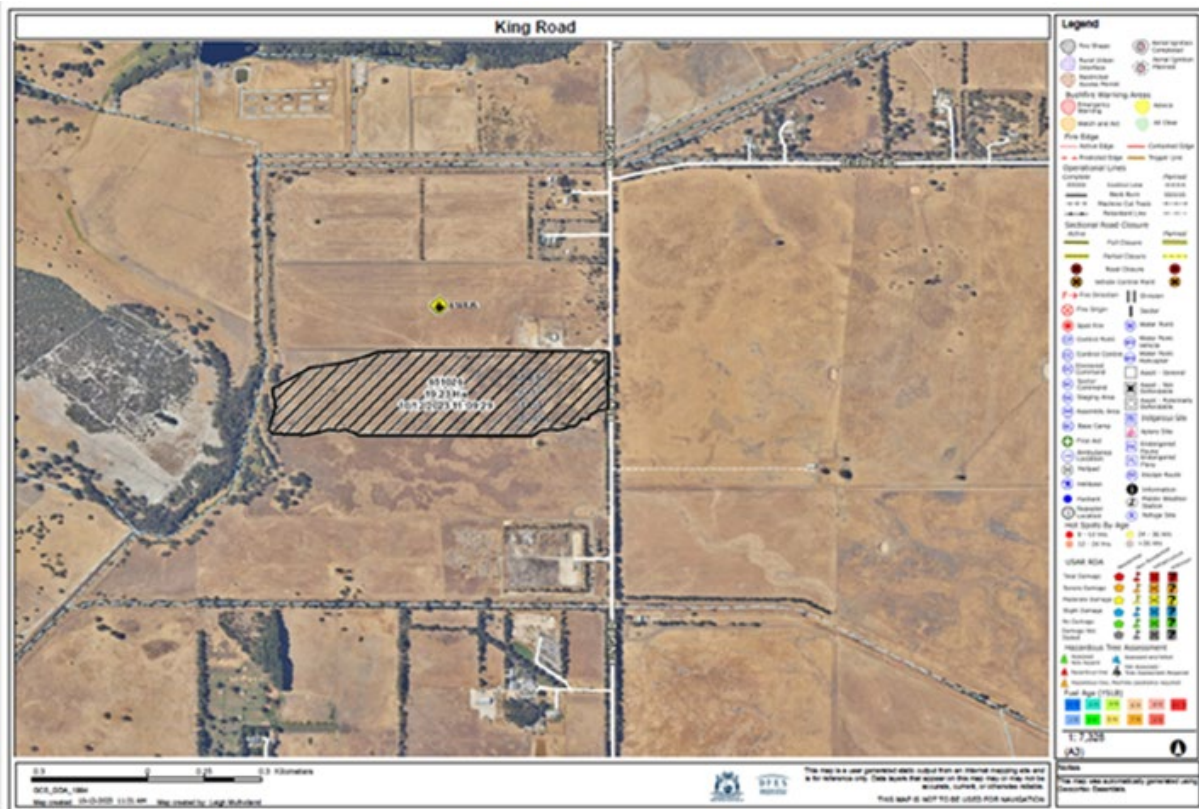
Thomas Road x Nicholson, Oakford: A 3rd Alarm, with no damages reported, caused by lightning.

March:

908 Orton Road – Mulch Facility – 2nd Alarm mulch heap fire, crews worked for multiple shifts to extinguish.

Tonkin Highway X Thomas Road Oakford: A 3rd Alarm Bushfire single shift with minor damages to fencing, cause accidental vehicle fire.







No. of Incidents Attended

This report shows the number of Incidents attended in any capacity. It does not count multiple turnouts to the same Incident. HAZMAT incidents are included (not labelled). Note: Bushfire (lge) is a fire greater than 1 hectare

Brg N°	Brigade Name	Service	2023/2024												
			Called Off - No Attendance	EVENT - Not an Incident	False Alarm - System Initiated	False Call - Good Intent	Fire - Bushfire (lge)	Fire - Bushfire (sm)	Fire - Other/Rubbish/Vehide	Fire - Structure	Hazardous Situation	Not Reported	Road Crash & Rescue	Search	TOTAL
6114	BYFORD BFB	BFB	1	2	11	33	21	27	12	7	2	1	0	0	117
6877	EMERGENCY SUPPORT BFB	BFB	0	1	0	0	8	2	0	0	0	0	0	1	12
6309	JARRAHDAL BFB	BFB	0	2	0	13	14	16	5	0	0	0	0	0	50
6340	KEYSBROOK BFB	BFB	0	2	0	6	6	8	3	0	0	0	0	0	25
6451	MUNDIJONG BFB	BFB	0	2	2	23	28	34	11	7	0	0	2	0	109
6500	OAKFORD BFB	BFB	1	2	0	23	25	37	11	6	1	0	1	0	107
6577	SERPENTINE BFB	BFB	0	1	0	13	19	16	10	3	1	0	1	0	64

5.3 Department of Fire and Emergency Services

District Officer Southeast Department Fire and Emergency Services – Paul Postma provided Update Report (refer *Attachment 5.3.1*).

5.4 Department of Biodiversity, Conservation and Attractions

Department of Biodiversity, Conservation and Attractions Brodie Selby provided Update Report (refer *Attachment 5.4.1*).

5.5 Byford Brigade

Captain of Byford Brigade - J Gibson provided Update Report (refer *Attachment 5.5.1*).

5.6 Mundijong Brigade

Captain of Mundijong Brigade - N Houweling provided Update Report (refer *Attachment 5.6.1*).

5.7 Jarrahdale Brigade

Captain of Jarrahdale Brigade - S Davis provided Update Report (refer *Attachment 5.7.1*).

5.8 Serpentine Brigade

Captain of Serpentine Brigade – E Chapman provided Update Report (refer *Attachment 5.8.1*).

5.9 Keysbrook Brigade

Captain of Keysbrook Brigade - C Burgess provided Update Report (refer *Attachment 5.9.1*).

5.10 Oakford Brigade

Captain of Oakford Brigade - M Ross provided Update Report (refer *Attachment 5.10.1*).



David Gibson left the meeting at 2040hrs and did not return.

5.11 Emergency Support Brigade

Captain of Emergency Support Brigade - N Carrall provided Update Report (refer *Attachment 5.11.1*).

BUSH FIRE ADVISORY COMMITTEE RESOLUTION

Moved: E Chapman; Seconded: Cr. Mack

5.2/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from the Chief.

5.3/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Department of Fire and Emergency Services.

5.4/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Department of Biodiversity, Conservation and Attractions.

5.5/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Byford Volunteer Bush Fire Brigade.

5.6/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Mundijong Volunteer Bush Fire Brigade.

5.7/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Jarrahdale Volunteer Bush Fire Brigade.

5.8/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Serpentine Volunteer Bush Fire Brigade.

5.9/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Keysbrook Volunteer Bush Fire Brigade.

5.10/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Oakford Volunteer Bush Fire Brigade.

5.11/04/24 BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION

That the Bush Fire Advisory Committee recommends Council NOTES the report from Emergency Support Brigade.

CARRIED EN BLOC BY ABSOLUTE MAJORITY 10/0



6. Urgent Business:

6.1 Keysbrook Captain

Keysbrook Captain queried the process of recovery after a major incident. With major incidents occurring more frequently, the Shire's process for recovery after a major incident and whether there is a recovery plan overview or checklist in place for managing the recovery process. The Chief Bushfire Control Officer advised the Committee that there are existing Local Emergency Management Arrangements which include a Local Recovery Plan which is activated in the event of a large emergency incident impacting on our community where recovery is required. The Local Emergency Management Arrangements are managed by the Local Emergency Management Committee (LEMC) who are responsible for reviewing and exercising these response plans.

6.2 Serpentine Captain

Serpentine Captain queried the status of the Coffee Road Static Water Tank and was advised by the Chief Bushfire Control Officer that it was deemed to be functional with a minor leak and not to be overhauled at this time. Will be reviewed at the end of the High Threat Period.

Serpentine Captain queried who is responsible for conducting hydrant checks on high-speed carriageways and was advised by the Chief Bushfire Control Officer to report these hydrants through the hydrant reporting system and the Water Corporation would be responsible for maintaining those hydrants.

6.3 Oakford Captain

6.3.1/04/24

MOTION

Moved: M Ross Seconded: N Carrall

Oakford Captain requests that Emergency Services Department (ESD) compile a report to be presented at next BFAC on the effectiveness of the following arrangements during the 2023/24 high threat period:

Three brigade automatic deployment within the Shire of Serpentine Jarrahdale (SJ), with particular focus on stand downs vs instances where 3 brigades were utilized. Cross border deployment arrangements with Metro South Coastal region (MSC), in particular the number of times SJ appliances were actively deployed into MSC vs MSC appliances into SJ and how far into each respective region out of region brigades attended.

The purpose of the report is to provide evidence prior to the start of the 2024/25 high threat period either for or against continuing these arrangements as well as if these arrangements are an efficient use of shire bushfire brigade resources.

MOTION LOST 2/8



6.3.2/04/24

BUSH FIRE ADVISORY COMMITTEE RESOLUTION

Moved: M Ross Seconded: J Gibson

Request that the Shire of Serpentine Jarrahdale Chief Executive Officer creates a working group comprising of all key stakeholders to discuss and provide potential arrangements for how SJ bushfire brigades will be utilized once Cardup CFRS station is operational and the changes to the new MGF D is established.

This will include but not limited to:

- 1. Bushfire brigade response during the high threat period (HTP)**
- 2. Bushfire brigade response outside of HTP & structure fire**
- 3. Arrangements during the construction of Tonkin Hwy extension**
- 4. Mitigation activity within the new MGF D**
- 5. Effective and efficient use of bushfire brigades to ensure interest, morale and subsequently membership is kept viable once Cardup CFRS is operational.**

The working group will be made up of the following representatives:

- 1. Shire of Serpentine Jarrahdale**
- 2. Department of Fire and Emergency Services**
- 3. Byford BFB**
- 4. Oakford BFB**
- 5. Mundijong BFB**
- 6. CESM Serpentine Jarrahdale**
- 7. Any other representative the CEO feels necessary**

Purpose of the working group is to ensure that prior to Cardup CFRS station becoming operational in late 2024 there is clear understanding by all relevant stakeholders what their responsibilities are and how the Shires bushfire brigades will continue to remain relevant.

CARRIED 9/1

7. Next meeting:

The next scheduled BFAC Meeting is to be held at 1900hrs:

Shire of Serpentine Jarrahdale Civic Chambers	21 November 2024
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8. Closure:

There being no further business, the Chairperson, Mike Ross declared the meeting closed at 2108hrs.

The Chairperson thanked attendees for participation.