



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Agenda

Bush Fire Advisory Committee

21 July 2020

NOTICE PAPER

Bush Fire Advisory Committee Meeting

21 July 2020

Committee Members

I inform you that a Bush Fire Advisory Committee meeting will be held in the Northam Recreation Centre, located on Peel Terrace, Northam on 21 July 2020 at 5:30pm.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J Whiteaker', with a large circular flourish on the left side.

Jason Whiteaker
Chief Executive Officer

DISCLAIMER

This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

In certain circumstances members of the public are not entitled to inspect material, which in the opinion of the Chief Executive Officer is confidential, and relates to a meeting or a part of a meeting that is likely to be closed to members of the public.

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

The Shire of Northam 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 of 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 derogating 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 Northam during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Northam.

The Shire of Northam advises that anyone who has any application lodged with the Shire of Northam must 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 Northam in respect of the application.

The Shire of Northam advises that any plans or documents contained within this agenda may be subject to copyright law provisions (*Copyright Act 1968*, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction. It should be noted that copyright owners are entitled to take legal action against any persons who infringe their copyright. A reproduction of material that is protected by copyright may represent a copyright infringement.

Contents

1.	DECLARATION OF OPENING	5
2.	ATTENDANCE.....	5
	2.1 APOLOGIES	5
	2.2 ABSENT.....	5
3.	DISCLOSURE OF INTERESTS.....	6
4.	CONFIRMATION OF MINUTES	6
	4.1 COMMITTEE MEETING HELD ON 10 MARCH 2020.....	6
5.	RECEIVING OF PRESENTATIONS	7
6.	COMMITTEE REPORTS	8
	6.1 COMMUNITY EMERGENCY SERVICES MANAGER REPORT	8
	6.2 CHIEF BUSH FIRE CONTROL OFFICER (CBFCO) REPORT.....	13
	6.3 BUSH FIRE CONTROL OFFICER NOMINATIONS	15
	6.4 APPOINTMENT OF 2020/21 CHIEF BUSH FIRE CONTROL OFFICER (CBFCO) AND DEPUTY CHIEF BUSH FIRE CONTROL OFFICER (DCBFCO)	20
7.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	24
8.	URGENT BUSINESS APPROVED BY DECISION	24
9.	GENERAL BUSINESS	24
10.	DATE OF NEXT MEETING	24
11.	DECLARATION OF CLOSURE	24

1. DECLARATION OF OPENING

2. ATTENDANCE

Voting Committee:

Councillor – Shire of Northam	Terry Little
Councillor – Shire of Northam	Carl Della
Chief Bush Fire Control Officer	Chris Marris
Deputy Bush Fire Control Officer	Mathew Macqueen
Deputy Bush Fire Control Officer	Simon Peters
Inkpen Bush Fire Brigade	Nic Dewar
Clackline Muresk Bush Fire Brigade	Blair Wilding
Bakers Hill Bush Fire Brigade	Steve Gray
Grass Valley Bush Fire Brigade	Sam Moss
Irishtown Bush Fire Brigade	Rob Herzer
Jennapullin Bush Fire Brigade	Aaron Smith
Southern Brook Bush Fire Brigade	Paul Antonio
Wundowie Bush Fire Brigade	Mathew Macqueen
Northam Central Bush Fire Brigade	Murray McGregor
Wundowie Volunteer Fire and Rescue Service	Jeffrey Roberts
Northam Volunteer Fire and Rescue Service	Greg Montgomery

Non Voting

Community Emergency Service Manager	Brendon Rutter
District Officer Northam	Darrel Krammer
Department of Parks and Wildlife (Wheatbelt)	Graeme Keals
Department of Parks and Wildlife (Perth Hills)	Michael Pasotti

Staff:

Executive Manager Development Services	Chadd Hunt
Executive Assistant - CEO	Nadege Vinicombe

2.1 APOLOGIES

Nil.

2.2 ABSENT

Nil.

3. DISCLOSURE OF INTERESTS

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

As defined in section 5.60A of the Local Government Act 1995, a **financial interest** occurs where a Councillor / Committee Member, or a person with whom the Councillor / Committee Member is closely associated, has a direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

As defined in section 5.61 of the Local Government Act 1995, an **indirect financial interest** includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

As defined in section 5.60B of the Local Government Act 1995, a person has a **proximity interest** in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; or a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

As defined in 34C of the Local Government (Administration) Regulations 1996, an **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

Item Name	Item No.	Name	Type of Interest	Nature of Interest

4. CONFIRMATION OF MINUTES

4.1 COMMITTEE MEETING HELD ON 10 MARCH 2020

RECOMMENDATION

That the minutes of the Bush Fire Advisory meeting held on 10 March 2020 be confirmed as a true and correct record of that meeting.

5. RECEIVING OF PRESENTATIONS

Nil.

6. COMMITTEE REPORTS

6.1 COMMUNITY EMERGENCY SERVICES MANAGER REPORT

Address:	N/A
Owner:	N/A
Applicant:	N/A
File Reference:	5.1.3.1
Reporting Officer:	Chadd Hunt, Executive Manager Development Services
Responsible Officer:	Chadd Hunt, Executive Manager Development Services
Officer Declaration of Interest:	Nil.
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For the Committee to receive and note the update provided by the Community Emergency Services Manager.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

N/A.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 3: Safety and Security

Outcome 3.1: Shire of Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stake Holder Engagement / Consultation

Nil.

B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

C. OFFICER'S COMMENT

2020 is a year that will not be quickly forgotten, with COVID-19 being a consuming fixture in the lives of all. Staff would like to take this opportunity to thank all brigade members for taking the evolving changes in stride and adapting and overcoming changes as they occurred.

As things in the COVID department begin to wind down in WA staff attention is being redirected to the looming 2020/21 Bushfire season. The focus over the coming months will be core skills training and preparedness for both the brigades and the local communities, with a series of physical and online awareness campaigns about property protection for the coming season.

More information on this will follow in the coming weeks.

Recruitment

Staff will be running a recruitment workshop on Saturday 18th July 2020 at the Northam Recreation Centre.

This workshop has been arranged as an action of the last Captains' meeting as COVID continued to be a declining factor, and staff were able to redirect attention onto the development of the brigades. Jen Pidgeon and Kate White from the DFES Volunteer and Youth Services area, in conjunction with Tracy McBride, the Volunteer Management Support Officer for the GM Region, have put together a package that will be workshopped initially by

the brigade leadership groups, with strategies being developed at brigade level for their local community.

Once the workshop is complete the brigades will have a further opportunity for a brigade level session on station to further refine the strategies as the brigade promotes the recruitment strategies. Staff will assess each brigade's suggestions, gather data regarding the effectiveness of each strategy and assess where further refinement is required. Further information on this will be provided at a later stage.

Leadership Forum

The Shire of Northam is partnering up with DFES this year and the pre-season forum will have a focus on leadership within the brigades. The seasonal synopsis will be provided, and presentations concerning several DFES programs that all volunteers are eligible for, but there will be a strong focus on developing brigade leaders for the future success of the brigades.

PPC

All PPC has now been ordered – staff would like to thank the brigades that have placed their orders in early. For those who have not yet placed an order, please place orders as soon as possible to avoid delays in delivery of PPC, especially for those brigades whose PPC is outdated or no longer fit for purpose.

Fleet Servicing

Planning for the annual servicing of the fleet is well under way and much earlier this year as staff have refined last year's process. Staff are expecting all appliances and operational systems including hose testing to be completed by mid-September.

Pre-Season training

Staff focus for the coming months will be on core skills, and staff are planning visits with each brigade to run through any core skills drills that will assist brigade members in optimal preparation prior to the beginning of the season. Staff will liaise with Training Officers and Captains in due course to arrange dates and times that are suitable for the brigade.

WAERN Network

There have been ongoing investigations with the Regional Staff, DFES and the ACMA regarding the continued access to the WAERN network by either unauthorised radios and or unauthorised people. This has led to numerous issues past season with illegal radios that clearly had a fault from causing communications issues at active incidents.

A decision has been reached within the region that VHF Mid-Band channel 43 will be disconnected as a priority. As the only way to ensure that the network integrity can be maintained, new and updated communication plans will be supplied into each appliance and station as soon as published and will also form part of the pre-season training.

Emergency Service Cadets Unit

It is with immense pleasure that staff advise the Emergency Service Cadet unit will be launched to coincide with the start of Term 4 as a pilot project to complete the 2020 year.

This has required a lot of work and staff are pleased to say this will deliver a project critical to ensuring the future of volunteers within the emergency service department. Further details will be provided regarding how brigades are able to capitalise on this programme at a date closer to the launch of the program.

Online Ordering

In the past few months staff have been working with PPC supply chains to improve the PPC and Equipment ordering processes. Staff are pleased to report that within the coming months online access with the main suppliers will be available - equipment officers will be able to place orders directly through the suppliers' websites, which will then come through to staff for approval and payment.

It is hoped that this new streamlined process will empower the EQ officers with the tools to better manage daily requirements at brigade level. Once the arrangements are complete staff will organise face-to-face training with all EQ officers and Captains to discuss how the ordering system functions.

This is an exciting project that will deliver enormous efficiencies at brigade levels.

Blessing of the Fleet

In early October staff will be arranging a blessing of the fleet, and also a smoking ceremony by representatives of country as the new season begins. Further details will be provided in due course.

Staff would like to again take the opportunity to thank personally all brigade members for the incredible work this year, with all the evolving changes and restrictions happening that had the potential to create a significant impact at brigade level. It is a credit to the brigade teams how well all personnel adapted to the changing environment and continued to make changes as necessary to achieve compliance with State Government Directives, in order to keep our members and our communities safe.

RECOMMENDATION

That Council note the Community Emergency Services Manager Report as provided.

6.2 CHIEF BUSH FIRE CONTROL OFFICER (CBFCO) REPORT

Address:	N/A
Owner:	N/A
Applicant:	N/A
File Reference:	5.1.3.1
Reporting Officer:	Chadd Hunt, Executive Manager Development Services
Responsible Officer:	Chadd Hunt, Executive Manager Development Services
Officer Declaration of Interest:	Nil.
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For the Committee to receive and note the update provided by the Chief Bush Fire Control Officer.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

N/A.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 3: Safety and Security

Outcome 3.1: Shire of Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stake Holder Engagement / Consultation

Nil.

B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

C. OFFICER'S COMMENT

Report will be provided at the meeting.

RECOMMENDATION

That Council note the Chief Bush Fire Control Officer Report as provided.

6.3 BUSH FIRE CONTROL OFFICER NOMINATIONS

Address:	N/A
Owner:	N/A
Applicant:	N/A
File Reference:	5.1.3.1
Reporting Officer:	Chadd Hunt Executive Manager Development Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For the committee to recommend to Council the appointment of Bush Fire Control Officers (BFCO) for the 2020/21 bush fire season.

ATTACHMENTS

Attachment 1: BFCO Summary sheet (supplied as a separate confidential attachment)

A. BACKGROUND / DETAILS

Council resolved at its meeting held on 15 July 2015 the following (in part)–

5. *Endorse that the minimum standard to be appointed a BFCO include the recommendation to complete the following DFES training modules prior to 1st November 2015 and become a requirement in order to qualify to the position of Bushfire Control Officer for the 2016 and future fire seasons.*
 - *Introduction to Fire Fighting*
 - *Bush Fire Fire fighting*
 - *Structural Firefighting*
 - *Crew Leader/Advanced Firefighter and/or Sector Commander*
 - *FCO course or a refresher within the last 5 years*

At the BFAC meeting held on 10th March 2020 it was recommended that those nominated for the position of BFCO be approved to progress to the next stage of formal application and assessment for a recommendation at the June BFAC meeting.

Given the COVID19 issues the process of formal application and assessment as prescribed by the Bush Fire Manual was not undertaken. In discussion with Brigade Captains it was recommended that the nomination be referred to BFAC for endorsement.

B. CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 3: Safety and Security

Outcome 3.1: Shire of Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.

Financial / Resource Implications

Advertising costs.

Legislative Compliance

Section 38 (1) Bush Fire Act 1954 which states as follows:

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.

Policy Implications

Nil.

Stakeholder Engagement / Consultation

Chief Bush Fire Control Officer

Deputy Chief Bush Fire Control Officer

Captains of all Brigade

Volunteer Bush Fire Fighters whom nominated in accordance with the process outlined in the Shire of Northam Bush Fire Manual.

Risk Implications

- Reputational –High
 - Ensuring that any person/s appointed as Bush Fire Control Officers have the capacity to manage emergency incidents within the Shire of Northam
- Financial - Low
 - Officers believe the financial implications are low due to advertising costs being accounted for in annual budget process

- Compliance - Low
 - Officers believe that by following processes as defined in the Shire of Northam Bush Fires Manual in accordance with powers under the Bush Fires Act 1954, any compliance issues will be resolved.
- Legal – High
 - Officers believe that Council is obliged to ensure that any person/s appointed under 38(1) of the Bush Fires Act 1954 are suitably qualified to hold the position. In the interest of community safety Council has a duty of care to ensure that any person/s appointed as Bush Fire Control Officers have the right knowledge, experience & skillset and are capable of demonstrating a working understanding of the special powers of a Bush Fire Control Officer under Section 39 of the Bush Fires Act 1954 and their obligations to Council

C. OFFICER'S COMMENT

Candidates that have nominated and subsequently applied for the position of Bush Fire Control Officer that meet the criteria as outlined in the Bush Fires Manual and determined as eligible to be appointed are listed below. Please refer to the BFCO summary sheet for training completed – this has been provided as a separate confidential attachment.

As indicated above the process has been modified due to the impact of COVID19 and subsequently those that have nominated have not been through the same assessment process as last season.

Where a nominee has not achieved the minimum training requirements as prescribed by Council, it is recommended by staff that they should be appointed only after further training has been achieved.

Until required training is completed the member is ineligible to be designated as a fully operational BFCO.

Officers will prepare a development plan and work with all prospective candidates to ensure training requirements are able to be achieved as soon as practical. Once the extra training is achieved and the personnel then meet the requirements of Council formal appointment can be granted by way of Certificate of Appointment, and further advertising as per standard advertising protocols.

RECOMMENDATION

That Council appoints the following Fire Control Officers for the 2020/21 Season in accordance with the criteria set in section 5 of the Shire of Northam Bush Fire Manual:

Inkpen BFB

- Nicholas Dewar
- Neil Diamond (approved for appointment subject to meeting minimum training requirements prior to the start of the 2020/21 season)

Wundowie BFB

- Mathew Macqueen

Bakers Hill BFB

- Simon Peters
- Kristafer Brown

Clackline / Muresk BFB

- Matthew Letch

Northam Central

- Luke Hagen (approved for appointment subject to meeting minimum training requirements prior to the start of the 2020/21 season)

Irishtown BFB

- Robert Herzer
- Murray McGregor

Jennapullin BFB

Grass Valley BFB

- Christopher Marris
- Paul Reynolds (approved for appointment subject to meeting minimum training requirements prior to the start of the 2020/21 season)
- Philip Lloyd (approved for appointment subject to meeting minimum training requirements prior to the start of the 2020/21 season)

Southern Brook BFB

- Paul Antonio (approved for appointment subject to meeting minimum training requirements prior to the start of the 2020/21 season)

Wundowie VFRS

Northam VFRS

- **Greg Montgomery**

Shire of Northam

- **Brendon Rutter – CESM**
- **Kellee Walters – Ranger (Administrative Only)**
- **Jason Cacic – Ranger (Administrative Only)**

6.4 APPOINTMENT OF 2020/21 CHIEF BUSH FIRE CONTROL OFFICER (CBFCO) AND DEPUTY CHIEF BUSH FIRE CONTROL OFFICER (DCBFCO)

Address:	N/A
Owner:	N/A
File Reference:	5.1.3.1
Reporting Officer:	Chadd Hunt Executive Manager Development Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

BRIEF

Upon appointment of the Fire Control Officers for the 2020/21 year, Council is required to appoint a Chief Bush Fire Control Officer (CBFCO) and Deputy Chief Bush Fire Control Officer (DCBFCO).

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

At the BAFC meeting in September 2019, it was resolved to advertise for the position of CBFCO as no other nominations were received from the Brigades. It was also resolved and endorsed by Council to appoint Mathew McQueen and Simon Peters as Deputy Chief Bush Fire Control Officer (DCBFCO's) and Chris Marris as a Senior Bush Fire Control Officer.

Subsequent to that resolution, two nominations were received for the position and at the BFAC meeting held in November 2019 it was recommended to, and endorsed by Council, to appoint Mr Chris Marris as CBFCO for the 2019/20 Bush fire season.

This report is recommending that the appointment for the CBFCO and DCBFCO be "rolled over" for the 2020-21 season.

B. CONSIDERATIONS

Strategic Community / Corporate Business Plan

Theme Area 3: Safety and Security

Outcome 3.1: Shire of Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.

Financial / Resource Implications

Advertising costs.

Legislative Compliance

Section 38 (1) Bush Fire Act 1954 which states as follows

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.

Policy Implications

Section 5.1B of the Bush Fire Manual states the following –

5.1B Criteria of a Chief Bush Fire Control Officer

- Knowledge of managing a volunteer organisation.
- Knowledge of all Fire Response Plans in the Shire
- Working Knowledge of the Local Emergency Management Arrangements
- Knowledge of the Bush Fires Act 1954 and Bush Fires Regulations 1954
- Knowledge of the State Emergency Management Policy No 4.8 (Traffic Management During Emergencies)
- Ability to attend further fire and emergency management training.
- Effective Interpersonal Skills.
- Good Written and Verbal Communication Skills.
- Leadership Skills.
- Management Skills.
- Experience in managing operations.
- Ability to perform under stressful conditions.
- Current appointment as Fire Control Officer.
- Experienced in firefighting operations within the Shire.
- Currently holds all of the preferred qualifications of the Fire Control Officer.
- Be a member of the DOAC, BFAC and LEMC

Section 5.1C of the Bush Fires manual states the following:

5.1C Qualifications of Chief Bush Fire Control Officer

“Completion of the DFES training core modules and a minimum of 3 years as a BFCO and 5 years firefighting experience in the last 3 years preferably as an executive officer within the brigade.

Persons currently holding the CBFCO's position will have until 2025 to comply with the below training requirements. Any persons newly appointed must hold the below training certifications prior to appointment”.

Completion of required courses are:

- AllMS Awareness
- Introduction to Fire Fighting
- Bush Fire Fighting
- Machine Supervision
- Structural Fire Fighting
- Advanced Bush Fire Fighting
- Crew Leader
- Ground Controller
- Sector Commander
- AllMS 4 or 2017
- Incident Controller Level 1
- Fire Control Officer (in the Last 5 Years)

5.1B Criteria of a Chief Bush Fire Control Officer

- Knowledge of managing a volunteer organisation.
- Knowledge of all Fire Response Plans in the Shire
- Working Knowledge of the Local Emergency Management Arrangements
- Knowledge of the Bush Fires Act 1954 and Bush Fires Regulations 1954
- Knowledge of the State Emergency Management Policy No 4.8 (Traffic Management During Emergencies)
- Ability to attend further fire and emergency management training.
- Effective Interpersonal Skills.
- Good Written and Verbal Communication Skills.
- Leadership Skills.
- Management Skills.
- Experience in managing operations.
- Ability to perform under stressful conditions.
- Current appointment as Fire Control Officer.
- Experienced in firefighting operations within the Shire.
- Currently holds all of the preferred qualifications of the Fire Control Officer.
- Be a member of the DOAC, BFAC and LEMC

Stakeholder Engagement / Consultation

Discussion has been held with the existing CBFCO, DCFCO's and brigade captains regarding the process for the forthcoming fire season.

Risk Implications

Council is requested to appoint a CBFCO and DCBFCO who meet the minimum training requirements as per section 5 of the Shire of Northam Bush Fire manual.

C. OFFICER'S COMMENT

As the Committee would be aware the process for the appointment of the CBFCO for the previous season was complicated. In discussion with the current CBFCO and DCBFCO's and with several brigade captains it has been recommended that the current positions be reappointed for the coming 2020-21 season.

It is also recognised that the usual process for nominations and appointments was not possible/feasible due to the issues surrounding COVID19. In a "normal" year nominations would be called for the position of CBFCO and DCBFCO's prior to the individual Brigade AGM's. The Brigades would then vote on the nominations at their AGM and then present that vote accordingly at the BFAC meeting in June. Given that there was various issues surrounding holding AGM's and meetings generally, it was recommended that for this season the normal process not be followed.

It is recommended that the process prescribed by the Bush Fire Manual be followed for the 2021-22 season

RECOMMENDATION

That Council formally appoint the following qualified Bush Fire Control Officers to the position of Chief and Deputy Chief Bush Fire Control Officers for the 2020-21 fires season:

- 1. Chief Bush Fire Control Officer – Chris Marris**
- 2. Deputy Chief Bush Fire Control Officers – Simon Peters and Mathew Macqueen**

7. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

8. URGENT BUSINESS APPROVED BY DECISION

Nil.

9. GENERAL BUSINESS

Nil.

10. DATE OF NEXT MEETING

11. DECLARATION OF CLOSURE