

**Minutes**  
**BUSH FIRE ADVISORY COMMITTEE OF COUNCIL**  
**HELD ON 29<sup>th</sup> AUGUST 2011**  
**AT 6:05PM IN COUNCIL CHAMBERS**

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1. **DECLARATION OF OPENING AND WELCOME**
2. **DECLARATION OF INTEREST**
3. **ATTENDANCE**

Bakers Hill Brigade	Simon Peters
Clackline/Muresk Brigade	Ray Russel
Grass Valley Brigade	Richard Marris
Inkpen Brigade	Nil
Irishtown Brigade	Dave Russel
Jennapullin Brigade	Aaron Smith
Southern Brook Brigade	Paul Antonio
Northam Volunteer Fire and Rescue Service	Greg Montgomery
Wundowie Volunteer Fire and Rescue Service	Adina Brucciani
Shire of Northam	Steve Pollard

**EXECUTIVE OFFICERS (NON-VOTING RIGHTS)**

Deputy Chief Bush Fire Control Officer (East)  
Deputy Chief Bush Fire Control Officer (West)  
Department of Environment and Conservation  
Fire & Emergency Services Authority WA  
Shire Community Emergency Services Coordinator

**PUBLIC GALLERY**

4. **APOLOGIES**  
  
Nil
5. **CONFIRMATION OF PREVIOUS MINUTES**

Recommendation: That the minutes for the BFAC meeting held be received.

**Moved Adina Brucciani and seconded Aaron Smith.**  
**Carried 9/0**

## 6. AGENDA ITEMS

### 6.1 Chief & Deputy Chief Fire Control officers

Name of Applicant:	Internal Staff Report
File Ref:	5.1.3.1
Officer:	Felix McQuistan
Officer Interest	Nil
Policy:	Bush Fire Administration Procedure Manual
Voting:	Simple Majority
Date:	August 2011

#### PURPOSE

To consider recommending to Council the appointment of nominated Volunteers to the position of Chief and Deputy Chief Fire Control Officer in accordance with the *Bush Fires Act 1954*.

#### BACKGROUND

In keeping with the Harris report Recommendations to Council the officer position of Chief and Deputy Chief Fire Control officers are to be appointed for a period of two (2) years Brigades were notified that the Shire of Northam was calling for nominations for the position of Chief and deputy chief fire control officer accordingly the following nominations were received:

DCBFCO EAST: Garry Shepherdson  
DCBFCO WEST: Blair Wilding  
Mathew Macqueen

Further to the above the incumbent Chief Fire Control Officer, Richard Marris has advised the Shire that he is also willing to fulfil the role of Chief for a further term of 1 year as per the previous BFAC recommendation.

#### STATUTORY REQUIREMENTS

Council are Responsible for the appointment of Fire Control Officers in accordance Section 38 of the *Bush Fires Act 195* -

#### **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.*

#### CONFORMITY WITH THE PLAN FOR THE FUTURE

Key Result Area – Land Use & Infrastructure – Outcome 6 – Adequate provisions for Bush Fire Protection are provided, monitored and maintained.

## **BUDGET IMPLICATIONS**

Minor advertising cost associated with the appointment of the Positions

## **OFFICER'S COMMENT**

As with previous years the Positions of Chief and Deputy Chief have been put forward to Council for endorsed by BFAC. Accordingly, BFAC is requested to make a recommendation for the following positions:

Chief Fire Control officer

Deputy Chief Fire Control Officer West

Deputy Chief Fire Control Officer East

**(by election Mathew Macqueen 8/1)**

Unopposed

## **BFAC RECOMMENDATION TO COUNCIL**

1. That Council appoint the above-nominated Fire Control Officers to the Position of Deputy Chief Fire Control Officer (East and West) for a two (2) year term.
2. As per the previous recommendation from BFAC, Council may choose to appoint the incumbent Chief for further period of One (1) Year.

**Moved Adina Brucciani and seconded David Russel.**

**Carried 9/0**

## 6.2 Harvest Ban Officers

Name of Applicant:	Internal Staff Report
File Ref:	5.1.3.1
Officer:	Felix McQuistan
Officer Interest	Nil
Policy:	Bush Fire Administration Procedure Manual
Voting:	Simple Majority
Date:	August 2011

### PURPOSE

To consider recommending to Council the appointment of nominated Volunteers to the position of Harvest Ban Officer in accordance with the *Bush Fires Act 1954*.

### BACKGROUND

In accordance with Council policy the officer position of Harvest ban Officers are to be appointed for a period of two (2) years.

Harvest Ban Officer	East 1	Phil Gentle
Harvest Ban Officer	East 2	Lynton Smith
Harvest Ban Officer	West 1	Gordon Ashman
Harvest Ban Officer	West 2	Sim Kuiper

### STATUTORY REQUIREMENTS

In accordance with Council harvest ban policy the positions of Harvest Ban officer have the power to impose a Harvest Hot Works and Vehicle Movement Ban throughout the Shire of Northam where deemed necessary in accordance with the Council Policy.

Furthermore, the Bush Fires Act 1954 requires that for these people to have the required power to declare Harvest Hot Works and Vehicle movement ban they must be appointed to the position of fire control officer.

### CONFORMITY WITH THE PLAN FOR THE FUTURE

Key Result Area – Land Use & Infrastructure – Outcome 6 – Adequate provisions for Bush Fire Protection are provided, monitored and maintained.

### BUDGET IMPLICATIONS

Minor advertising cost associated with the appointment of the Positions

### OFFICER'S COMMENT

As with previous years the Positions of Harvest Ban Officer put forward to Council for endorsed by BFAC. Accordingly, BFAC is requested to make a recommendation for the following positions:

Harvest Ban Officer	East 1	Phil Gentle
Harvest Ban Officer	East 2	Lynton Smith
Harvest Ban Officer	West 1	Gordon Ashman
Harvest Ban Officer	West 2	Sim Kuiper

## BFAC RECOMMENDATION TO COUNCIL

*That Council appoint the above-nominated People to the Position of Harvest Ban Officer.*

Moved by Ray Russell and seconded by Richard Marris.  
Carried 9/0

### 6.3 Brigade Fire Control Officers

Name of Applicant:	Internal Staff Report
File Ref:	5.1.3.1
Officer:	Felix McQuistan
Officer Interest	Nil
Policy:	
Voting:	Simple Majority
Date:	August 2011

#### PURPOSE

To consider recommending to Council the appointment of nominated Volunteers to the position of Fire Control Officer in accordance with the *Bush Fires Act 1954*.

#### BACKGROUND

As with previous years, all Brigades have nominated members for the position of Fire Control Officer at their Annual General Meetings in addition to the election of other brigade officers.

The nominations for the position of Fire Control Officer are forwarded via BFAC to Council for their endorsement for the pending Fire Season.

#### STATUTORY REQUIREMENTS

Council are Responsible for the appointment of Fire Control Officers in accordance Section 38 of the *Bush Fires Act 195* -

#### **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.*

#### CONFORMITY WITH THE PLAN FOR THE FUTURE

Key Result Area – Land Use & Infrastructure – Outcome 6 – Adequate provisions for Bush Fire Protection are provided, monitored and maintained.

#### BUDGET IMPLICATIONS

Minor advertising cost associated with the appointment of the Positions

#### OFFICER'S COMMENT

As with previous years the Positions of Fire Control Officer are put forward to Council for endorsed by BFAC. Accordingly, BFAC is requested to make a recommendation for the following positions:

Inkpen	Sim Kuiper
	Sorren Nielsen
	Clive Owen
Bakers Hill	Simon Peters
	Gordon Ashman
	Ulo Ramjantsev
	Hugh Williams
	Steven Grey
Clackline	Mike Tighe
	Michael Letch
	Blair Wilding
	Sue Brooker
	Ray Russell
Grass Valley	Richard Marris
	Phil Gentle
	Paul Reynolds
	Alf Brown
	Garry Shepherdson
Jennapullin	Aaron Smith
	Trevor Smith
	Brett Smith
Southern Brook	Paul Antonio
Irishtown	Doug Morgan
	Don French
	David Russell
	Rob Herzer
Wundowie	Martin Beaumont

## **BFAC RECOMMENDATION TO COUNCIL**

- 1. That Council appoint the above-nominated Fire Control Officers for the 2011-12 fire season.**

**Moved by Richard Marris and seconded by Ray Russel.**

**Carried 9/0**

## **7. DISCUSSION TOPICS**

- 7.1 Proposal to amend OSH legislation**  
Richard and Adina commented on changing the OSH legislation.

- 7.2 Hazard reduction and mitigation work:  
UCL & UMR within Gazetted town sites.  
Mt Ommaney  
Wundowie  
Clackline  
Adjacent to Army Camp Mitchell Avenue

**8. GENERAL BUSINESS**

- 8.1 BFAC recommended a letter of thanks be sent to retiring officers who will no longer hold the DCBFCO positions**

**Moved by David Russel and seconded by Simon Peters.**

**Carried 9/0**

- 8.2 Discussed fire incident reporting should include Hazard Reduction Burning and keeping statistics.
- 8.3 ID cards, for FCO's and members, captains etc. Felix to manage this at a nil cost.
- 8.4 Vehicle Passes – FESA will have available forms for the 2011-12 fire season however conditions will apply for private Fire Fighting vehicles.
- 8.5 FESA discussed the Potential for fire behaviour recommending early mobilisation and requesting assistance early.

**9. NEXT MEETING SCHEDULED**

The next meeting will be held on the 25<sup>th</sup> October 2011 at Northam Council Chambers.

**10. DECLARATION OF CLOSURE**

This meeting was closed at 7.04 pm.