



BUSH FIRE ADVISORY COMMITTEE

MINUTES

BUSH FIRES ACT (1954) SECTION 67

Committee Brief

To advise the Local Government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of the Bush Fires Act 1954, the formation of bush fire brigades and the grouping thereof under group brigade officers and the ensuring of cooperation and coordination of bush fire brigades in their efforts and activities.

Meeting of the Bush Fire Advisory Committee
Held in the Council Chambers, Lowood Road, Mount Barker WA 6324
At 6.00pm on Wednesday 3 May 2023

A handwritten signature in blue ink, appearing to read "Gary Clark", is positioned above the printed name and title.

Gary Clark
CHIEF EXECUTIVE OFFICER

Committee Members

Cr J Oldfield, Cr K Woltering, Cr L Handasyde, (Resolution No 172/21), Mr N Handasyde, Mr I Mackie, Mr B Skinner, Mr R Caudwell, Mrs J Burcham, Mrs B Barnes (Resolution No 111/21), Mr T Griffiths, Mr C Moore, Ms H Wearmouth, Mr P Spink, Mr R Wright, Mr C Norton, Mr D Trotter, Mr G Versluis, Mr W Matthews, Mr M Wills, Mr G Pyle, Mr N Hunt, Mr R Drage, Mr D Lynch, Mr M Barnes, Mr J Rutter (Resolution 075/22)

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Presiding Member: Cr J Oldfield

Deputy Presiding Member: Cr L Handasyde

Membership: Quorum (8)

Cr J Oldfield	Council Representative
Cr K Woltering	Council Representative
Cr L Handasyde	Council Representative
Mr D Lynch	Executive Manager Works and Services
Mr M Barnes	Community Emergency Services Manager
Mr J Rutter	Shire Ranger
Mr N Handasyde	Chief Bush Fire Control Officer
Mr I Mackie	Deputy Chief Bush Fire Control Officer No 1 – West
Mr B Skinner	Deputy Chief Bush Fire Control Officer No 2 – East
Mr L Handasyde	Chief Fire Weather Officer
Mr G Pyle	Deputy Fire Weather Officer
Mrs M Skinner	Base Radio Operator
Mrs J Burcham	Deputy Base Radio Operator
Mr Caudwell	Deputy Base Radio Operator
Mrs B Barnes	Deputy Base Radio Operator
Mr T Griffiths	Denbarker BFB
Mr C Moore	Forest Hill BFB
Mr P Spink	Middle Ward BFB
Mr R Wright	Narpyn BFB
Mr C Norton	Narrakup BFB
Mr D Trotter	Perillup BFB
Mr G Versluis	Porongurup BFB
Mr W Matthews	South Porongurup BFB
Mr M Wills	Rocky Gully BFB
Mr G Pyle	South Stirlings BFB
Mr N Hunt	Woogenellup BFB
Mr R Drage	Mount Barker Volunteer Fire and Rescue Service

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

6.01pm Cr Woltering declared the meeting open.

2 RECORD OF ATTENDANCE / APOLOGIESAttendance

Cr K Woltering	Council Representative
Cr L Handasyde	Council Representative
Mr D Lynch	Executive Manager Works and Services
Mr M Barnes	Community Emergency Services Manager
Mr N Handasyde	Chief Bush Fire Control Officer
Mr I Mackie	Deputy Chief Bush Fire Control Officer 1 - West
Mr B Skinner	Deputy Chief Bush Fire Control Officer 2 - East
Mrs M Skinner	Base Radio Operator
Mrs J Burcham	Deputy Base Radio Operator
Mr T Griffiths	Denbarker BFB
Mr C Moore	Forest Hill BFB
Mr W Matthews	South Porongurup BFB
Mr G Pyle	South Stirlings BFB
Mr N Hunt	Woogenellup BFB
Mr C Williams	Narpyn BFB
Mr G Forbes	Narrikup BFB
Mr R Drage	Mount Barker Volunteer Fire and Rescue Service

Apologies

Cr J Oldfield	Council Representative
Mr A Hood	Kojaneerup BFB
Mr C Norton	Narrikup BFB
Mr G Versluis	Porongurup BFB
Mr P Spink	Middle Ward BFB
Mr M Wills	Rocky Gully BFB
Mr J Rutter	Shire Ranger
Mr D Jones	Department of Fire and Emergency Services
Ms N Rouse	Department of Biodiversity Conservation Land Attractions

Visitors

Mr M Newman	Kendenup BFB
Mr B Furber	Kendenup BFB
Mr M Anning	PF Olsen
Mr M Parker	PF Olsen
Mr D Prior	Department of Fire and Emergency Services

3 DISCLOSURE OF MEMBER'S INTERESTS

Part 5, Division 6, Local Government Act 1955

Nil

4 CONFIRMATION OF MINUTES

Moved Cr L Handasyde, Seconded Cr K Woltering;

That the Minutes of the Bush Fire Advisory Committee Meeting, held 10 May 2022, be taken as read and adopted as a correct record.

CARRIED

5 BUSINESS ARISING FROM THE MINUTES

All complete

6 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

6.1 COMMUNITY EMERGENCY SERVICES MANAGER REPORT

DFES have offered \$171,977 for next year's budget, a countered offer of \$348,798 for the financial year 2023/2024 has been submitted. The agreed amount will not be known until the June 2023.

Last five years of LGGS allocations for bush fire brigades;

	Operating	Capital	Total
2022-23	\$207,000	\$400,500 (Middle Ward Truck)	\$607,500
2021-22	\$193,330	\$36,601	\$229,931
2020-21	\$165,242	\$450,000 (Forest Hill Truck)	\$615,242
2019-20	\$155,340	\$	\$155,340
2018-19	\$137,680	\$	\$137,680

PPC/PPE

Over \$7,500 has been spent on PPE & PPC.

If anyone needs new or replacement gear please contact me.

TRAINING – in the last 12 months completed are as follows;

- Media and Corporate Communications
- Chainsaw
- Machine Supervision
- Ground Controller
- Structure Fire Course x 2
- Plantation Firefighting
- Bushfire Safety Awareness x 5
- Fire Fighter Skills x 6
- Manage Injuries
- Casualty Transfer
- DBCA Pre Season training day
- Emergency Evacuation Training
- Roof Safety Systems
- Fire Control Officer
- Rural Fire Awareness – Pardelup Prison x 2

- Advanced Bushfire fighting x 3
 - Crew Leader x 2
- 31 in Total

Future courses;

- Bushfire Safety Awareness x 2
- Fire Fighter Skills x 2
- Structure Fire Course
- Machine Supervision
- Ground Controller
- Fire Line Leadership
- Off Road Driving Instructor
- Traffic management
- Plantation Fire Fighting
- Advanced Bushfire Fighting
- Casualty Transfer Systems
- Manage Injuries
- Pump Operations
- Ground Controller
- Fire Control Officer

17 in Total

Training program is out on eAcademy.

Burns conducted

- O'Neil Tip x 2
- Kendenup Tip
- Sewage Ponds
- Sturdee Road – storm timber
- Woogenellup Road – old sale yards – storm timber

6 in Total

Burns Planned

- Langton Road – Mondurup Reserve 49ha
- Taylor Road
- Mount Barker Road X Mondurup Street
- Sewage Ponds
- Narrikup west of town
- Sturdee Road – storm timber

Exercises

- Great Southern Regional Exercise

NEW SHEDS

A new shed has been applied for the Rocky Gully and Woogenellup Brigades in the LGGS budget application. With a cost of \$1.5M and endorsement from Plantagenet Shire Council with a self-supporting loan serviced by DFES

With new builds the current ruling is a bay for each current appliance.

i.e. one appliance then we can only apply for a one bay shed etc.

INCIDENTS

There have been 37 primary and secondary call outs so far this year for the bush fire brigades.

Denbarker x 8

Forest Hill x 5

Kendenup x 8

Middle Ward x 11

Narpyn x 11

Narrakup x 3

Perillup x 5

Porongurup x 5

Porongurup South x 1

Rocky Gully x 7

Woogenellup x 1

Total 65 Turn outs

It is really important that ComCen is made aware of any and all incidents that you attend and that the Officer in Charge completes an Incident Report including the members that attended.

VEHICLES

All Appliances have been serviced

Middle Ward's new appliance of a 2.4 has been approved and waiting delivery.

A high season fast attack has been received and is currently with Narpyn brigade.

AVL

Don't forget to test these - it is for your safety. This will not take long if you are on station, pull out the vehicle and push the AVL button 4 times in 4 seconds, it will then flash green and red while testing and then go solid green once complete.

RADIOS

Ty has left Albany Communications with the owner coming back to run the business. Servicing is currently underway with change overs also being carried out. The plan for the future is that radios will be serviced in July,

August and September each year going forward, so the radios may not get serviced now until July 2024 to align with that plan.

If there are any radio movements as a result of the AGM positions please let me know.

CONTACT DIRECTORY

The directory is due again and all brigades, if not already done so need to send in their AGM minutes and all member contact details for inclusion in the document.

FCO Cards

ID cards will be printed once appointments have been approved by the Council

6.2 CHIEF BUSH FIRE CONTROL OFFICER REPORT

Season Overview

- This season we have had 27 — 30 Fire Incidents to deal with, mostly small and quick to deal with.
- Many thanks to all our volunteers You all have done an awesome job again this season.
- Also, out west with extra help from aircraft spotters — Mt Frankland spotter have certainly helped to squash some fires that could have cost us many days to deal with, and sorted just in good timing.
- Some lighting also part of these issues.
- Have opened the burning season two weeks early was not welcomed by the Grape growers, however I don't believe there was any increase of smoke during this time to any other year. I will certainly be more careful with this next year.
- It has generally been a quieter season for fires this year, with a mixture of vehicle fires, to Possums up power poles, Lightning fires.
- Moving one Fire Truck from Kendenup to Narpyn Brigade to keep resources working.

Workshops 2022-23

- 1 Permits and how the new FDR Index guidelines will work for us
- 2 Maintenance — presentation from Ash Determes
- 3 High Season Fleet
- 4 Training records (Shire of Plantagenet to keep records of Bush fire Volunteers training)

Regional Operational Advisory Committee — 26-04-2023 below item raised

- Limp mode on Fire Trucks is of major concern, if this mode is not taken off emergency vehicles responding in dangerous situations, it is only a matter of time we will lose valuable volunteers and trucks. It makes no sense to me that this is on these Trucks, only because these trucks were never originally design to be born into a Fire Truck. As the state has spent lots of funds in modifying these trucks already to lift the safety side for personal, this Limp Mode is an underestimated and potential lethal problem.
- One of our trucks went into Limp Mode during the return trip, yet no harm as truck returning to shed.
- I can only imagine if this happened in a situation where you needed to get away from heat or flame in dense bush a common task in our region, the outcome could be horrendous. • Power pole fire still a major issue throughout the region.

Events Coming Up

Thank a Volunteer Sundowner — 19 May 5-7pm at Henderson & Hwang function centre.

Fire fighter Training

Workshop - October

Other Training available — See Mike or DFES Online Portal for locations / upcoming Funding for New Fire Sheds at Rocky Gully and Woogenellup

Thanks to all volunteers for your input into this organisation.

Deputy Chiefs, Weather Officers, Base Radio operators, Brigade Captains, FCO's

Mike Barnes and Shire of Plantagenet councillors, CEO, David Lynch and Staff Thanks for the great support from DBCA, DFES, Plantation Companies

6.3 CHIEF FIRE WEATHER OFFICER REPORT

The weather over the last summer period was very mild to say the least. There was only one day in question that we were looking at to determine if a Harvest and Vehicle Movement Ban was warranted. This was on the 10th of January 2023. In the end this day proved to be in and out of the trigger points for a ban to be applied. Some areas were probably in a little longer than I had anticipated but all in all it never did reach well into the danger indices where a ban would have been applied. It could have gone either way.

The community is to be congratulated though in that most harvesting equipment stopped and this is to be commended. As far as I am aware there was only two farmers who decided to keep harvesting. While it was not illegal it does point to why we put bans on at times.

In the future I suggest that if a second weather check is called for then the Fire Weather Chief should be happy enough to do just that rather than call it too early. Unless the ambient weather conditions place the indices in the danger zone for an extended period of time, it is not warranted to apply a ban then take it off and then apply it again 30 minutes later. On the day in question, this is exactly what happened.

I took this role on for 12 months while the previous incumbent took a break and so we will see what happens tonight. The job isn't particularly onerous. It does require a little bit of weather understanding and this can be acquired with a little bit of training and a fair bit of experience probably.

Thanks for the support I have had throughout the fire season from weather officers across the Shire and from my Deputy Graeme Pyle. Graeme took on the role for those days when I am not around and he is more than capable to manage the job. It is appreciated.

It would seem that permits for the Restricted Season in the autumn went well. It might take a little "tweaking" in the future but all in all it went OK.

6.4 BASE RADIO OPERATOR REPORT

The base radio operators have had another good season, and I'd like to start by saying thank you very much to my team, being Ron Caudwell and Jacqui Burcham. They put a lot of time into the job, and I really appreciate their support, hard work, and the experience they bring to the role. The three of us enjoy this volunteer role, and supporting our bushfire brigade volunteers. I'd also like to thank the Chiefs, the brigade captains and all the bushfire volunteers for their support of myself, Ron and Jacqui.

A lot of the issues we raised in the 2022 report are still relevant in 2023. However, we have a few things from this season that we'd like to reflect on and feedback from the base perspective.

6TNBase Email Address

Currently the CESM Mike Barnes manages and controls this email address. I have access to it, and can view the permits as they come in, however Ron & Jacqui don't currently have access to the email. We have requested access, Mike has sent the login details, however they are still unable to obtain access as they also require a code to verify who they are. This must go to Mike, so they are still unable to access the emails.

I also would like to note when FCO's receive emails from that email address, they are from Mike and not from me. I have requested Mike signs his emails with his name so FCOs are aware who they're receiving the emails from.

Resolution: Request that Mike ensures Ron & Jacqui have access to the 6tnbase email, also request that when he changes the password that he ensures that the three base radio operators still have access to it.

Permit Register

The lack of access to the 6tnbase email from Ron & Jacqui is a problem as we no longer have a permit register. I have started doing a permit register for myself, Ron & Jacqui so we all have situational awareness about who has permits and where. This really assists base when we have queries of smoke, or 000 calls, and not everyone let's DFES know when they are conducting their burn, and there has been instances when they have, however they're still conducting their burn and it is no longer listed on the Emergency WA website.

I also note that reading out location numbers of permits, or those being written on a permit isn't very helpful for understanding of where the burn is to be located.

I also note that some permits are read out on the radio but they aren't being emailed in and vice versa. I understand the reading of permits is a courtesy, but it does help us and the network to be aware of what permits have been issued.

Resolution: Is it possible to revisit some sort of permit register system?

Directory

The directory's inaccuracy is still an issue, and the lack of numbers, like the police assistance line for example, would be helpful in incidents when we are asked to contact police for traffic control, or other issues on the fireground.

A lot of the time the directory information is incorrect or the numbers simply aren't in there, so this wastes time in an incident when we as base radio operators are trying to be efficient. As a result, this resource isn't being used, and I have been using other ways of finding contacts more efficiently in these situations.

This issue doesn't just affect the base radio operators, it also affects other users of the directory, volunteer fire-fighters in their personal vehicles and in trucks, etc. Resolution: Update the directory so it is accurate and an effective communication tool with current resources.

Communication

There are still a few things lacking with communication, a lot still the same from our previous BFAC report from 2022. I will just list them here:

- Perillup truck offline - base wasn't aware that this truck was out of service for as long as it was.

-
- Perillup trucks are labelled incorrectly on the AVL, Perillup 2.41 is 2.42 on the AVL and vice versa.
 - Perillup 2.42 has apparently been out of the shed and parked at Robin Ditchburn's property, but base was unaware and this truck wasn't called out of the shed.
 - Trucks leaving shed - some brigades aren't calling their trucks in and out of the shed as per the accepted protocols. Not sure where this leaves us in the event of an incident or needing to make an insurance claim?
 - Trucks leaving for incidents out of Shire - had incidence of trucks leaving the shire to be deployed to other shires, and they haven't called base to inform they're leaving and where they are going etc.
 - Livestock truck fire on Muir Hwy - phone calls made and base wasn't informed, so there was a double up of phone calls and information.
 - Incident controllers - there is no system in place for identifying who is in charge, and base isn't notified of who is in charge. This at times causes confusion and can make the incident inefficient. It would be helpful if this was made clear as soon as it is appropriate.
 - Radios are not checked at appropriate times in the season, yet again radios are being checked at the end of the season.
 - Shire text message prior to this current cold front to advise people of weather conditions could've been helpful to prevent the three 000 calls we had on Sunday 23rd April.
 - Couple of incidents where the CESM has been contacted and has said he is unaware of any incident at all.

Comcen

We often find communication with Comcen can be a bit challenging at times. Is there any possibility that we can provide them with feedback?

The issues we have are as follows:

- They always ask for a crossroad, which at times isn't anywhere near where the fire is.
- Some 000 texts come through with no crossroad for reference, which seems contradictory and at times can be confusing. For example, 30459 Albany Hwy, Kendenup - where exactly is this? Albany Hwy is a long stretch, even through Kendenup!
- They don't accept the coordinates from the radio for a fire location. Why does the radio have this capability if it is of no use?

-
- They don't receive text messages so we can drop a pin for a fire location.
 - SMS's aren't re-sent, even when requested, for incidents that reignite or require a further response. (Beatty Road fire is an example of this).
 - No cross checking on their system of reported fires and burns that they are notified of, and so we still receive a 000-text message.

6.5 DEPARTMENT OF FIRE AND EMERGENCY SERVICES REPORT

The report below, was emailed in by Derek Jones who was an apology for the meeting.

1. Fire Season Review

- Relatively quiet across the region.
- Local fires – managed at local level.
- Some deployments intra-region and inter-region.
- Our SES colleagues have assisted NSW/Vic and also Kimberley Region with flood response.

2. Public Warnings

- High priority – supplement to LG SMS systems
- Establish warning areas
- Fast moving fires – go large and go early

3. School and Community Group – Evacuations

- All schools are required to have a bush fire plan.
- Schools will act upon advice given by someone substantial at the fire.
- Be aware of need to go early particularly when larger groups involved – schools, hospitals etc

4. AFDRS Review

- Mild year – probably have not seen the full extent of the impact of AFDRS.
- A representative from AFDRS will be at ROAC in April – opportunity for formal input will be provided.

5. BART

- WhatsApp on steroids
- Opportunity to generate reports of attendance at incidents.
- Comcen generated call – distributed via BART to all registered members.
- Can be funded by LGGS – main phone + \$15/license

6. Mitigation Works

- Seeing the benefits of mitigation works at Jerramungup (2022) and Munglinup (2023)
- Shire has a Bushfire – Risk Management Plan due for development this year identifies and rates risk across Shire.
- Shire can access funding to mitigate shire tenure land.
- UCL/UMR in gazetted townsites DFES responsibility.
- All mitigation strategies on the table – just need advanced planning to ensure clearances are obtained.

7. Training

- Opportunity to pursue higher order courses including incident management.
- Crew Leader
- Advanced Bushfire
- Sector Commander
- Incident Controller – Level 1
- Pre-season – shakedown desktop exercise.

8. Permits

- Recommend permit holder notify Comcen – may reduce false alarms to brigades.

9. Appliances

- Issue raised at ROAC – awaiting

6.6 DEPARTMENT OF CONSERVATION, BIODIVERSITY AND ATTRACTIONS REPORT

Representatives were an apology for the meeting.

6.7 PLANTATION COMPANY REPORT

Mr Anning from PF Olsen reported on four fires over 20 hectares. He advised that PF Olsen are looking at Fire Hawk cameras. Once installed, an invite to view them will be sent to the Committee.

Mr Mal Parker from PF Olsen is retiring this year. Anthony Wise will take on this role.

7 GENERAL BUSINESS

7.1 ANNUAL BUSH FIRE MITIGATION NOTICE 2022-2023

Bush Fire Mitigation Notice (BRMN) 2023/2024 – Changes

See Attachment One. Where required, some grammatical and formatting changes have been made which have not been noted here.

Front Page

Update date and change of picture

Page 4, 5, 7 & 11

Changed the wording from 'Building Protection Zone' to 'Asset Protection Zone'

Page 11

Add "In accordance with State Planning Policy 3.7 – Planning in Bushfire Prone Areas"

Page 15

Changes to Captains listing as required

Pages 16 & 17

Changes to FCO listing as required

The following items were discussed during the meeting.

Cooking Fires

Information about cooking fires has been placed in the BFMN. The Committee discussed the definition of cooking fires and felt it wasn't clear enough. It will be looked at further at a workshop in October with the Bush Fire Executive Committee.

Action: Mr Lynch to research City of Albany's ruling on cooking fires and to bring to the October workshop of the Bush Fire Executive Committee.

7.2 POLICY REVIEW – COUNCIL POLICY RS/FR/3 BUSH FIRE – PERMIT TO BURN

See Attachment Two – Council Policy RS/FR/3 Bush Fire – Permits to Burn

The policy was reviewed by the Council at its meeting held on 28 March 2023. It was noted that Point 3b) – ‘Permits to burn on a Sunday shall not be issued’ should be referred back to the Bush Fire Advisory Committee for review.

The Committee agreed that point 3b) should be removed from the policy as it was onerous to manage and on occasion, Sunday may be the most suitable day to burn.

7.3 RISK TO RESOURCE REVIEW

The Committee discussed where best to place trucks during the season. For example, a Perillup truck to go to Rocky Gully and Kendenup 4.4 to Narpyn. The location of volunteers was also discussed.

In the future, the CBFCO will allocate trucks at the beginning of each season.

7.4 MEMBER RECORDS

The updating of brigade members was discussed and the definition of roles within brigades.

It was agreed that training records would be updated by the Shire’s CESM and the brigades would maintain their own training records.

It was also discussed that individuals should take responsibility for their own training records ie keep and store training certificates when they are issued.

8 NEXT MEETING

To be decided.

9 MEETING CLOSURE

7.10pm Cr Woltering declared the meeting closed.

Presiding Member

Date

ATTACHMENT ONE



ANNUAL BUSH FIRE MITIGATION NOTICE 2023 / 2024



All Shire of Plantagenet landowners and occupiers, must prepare their property for the bush fire season.

This includes homeowners, tenants, absentee landowners, holiday homeowners and people living on rural properties.

**PLAY YOUR PART IN KEEPING THE
COMMUNITY SAFE FROM BUSH FIRES**

Please read this notice carefully and store it for future reference. Do not discard.

**FOR ALL BUSH FIRE
EMERGENCIES DIAL 000**

For current information relating to harvest and vehicle movement bans or restricted and prohibited burning times, phone 9892 1102.

DEFINITIONS

Firebreak - The firebreak must be ploughed, cultivated, scarified, chemically sprayed, slashed or otherwise cleared of flammable material to a maximum vegetation height of 50mm.

Total Fire Ban - The lighting of open-air fires or any other activity in the open air that is likely to cause a fire is banned. For more information go to:
www.dfes.wa.gov.au/totalfirebans/Pages/whatisatfb.aspx

Your Responsibilities

As a measure to assist in the control of a bush fire, or to prevent the spread of a bush fire, all owners and occupiers of land in the Shire of Plantagenet are required to take fire mitigation measures in accordance with this Notice.

This includes requirements for vacant land, townsite lots, rural residential lots, broadacre farming and structures and buildings and any other assets on all categories of land.

Fire protection measures are essential to help slow the rate of spreading fires and to allow safe access for fire fighters while fighting a fire. If your property is too dangerous to defend, fire fighters may not be able to assist you to save your property in a bush fire emergency.

To play your part in keeping the community safe please take care of the work yourself or engage a contractor to do the work on your behalf.

REMEMBER - this is YOUR responsibility

Please read this guide carefully for the correct standards that apply to your property.

Contact the Shire Ranger or Community Emergency Services Manager during office hours on 9892 1111 if you have any queries in relation to your obligations.

Heavy penalties apply to persons who fail to comply with the requirements of this Notice. This could be an infringement or prosecution. The Shire may engage a contractor to carry out the required work at the cost of the owner or occupier.

BUSH FIRE MITIGATION NOTICE

***Pursuant to the powers contained in
Section 33 of the Bush Fires Act 1954,***

***you are hereby required to undertake the following
bush fire mitigation measures by the dates
prescribed in the 'Important Information and
Dates' section commencing on page 11 of this
Notice.***

Lots with Assets, up to and including, 1 hectare

You must create an Asset Protection Zone (refer to page 10 for details) and slash or graze the grass over the whole lot to 100mm in height.

If 70% or more of your lot is covered by vegetation other than grass or managed garden beds, a firebreak is required around or within 10 metres of your property boundary. The firebreak must be cleared of flammable material, be a minimum of 4 metres wide and have a minimum overhead clearance of 4 metres.

Bush areas are to be kept in a hazard reduced state. This can be achieved by parkland clearing, mulching or removing dead vegetation, bark, leaf litter etc.

Lots without Assets (vacant land) up to, and including, 1 hectare

You must slash or graze the grass over the whole lot to 100mm in height.

If 70% or more of your lot is covered by vegetation other than grass, a firebreak is required around or within 10 metres of your property boundary. The firebreak must be cleared of flammable material, be a minimum of 4 metres wide and have a minimum overhead clearance of 4 metres.

Bush areas are to be kept in a hazard reduced state. This can be achieved by parkland clearing, mulching or removing dead vegetation, bark, leaf litter etc.



Bush maintained in a
hazard reduced state



Non-compliant fire
fuel load

BUSH FIRE MITIGATION NOTICE cont.

Note: refer to the 'Important Information and Dates' section commencing on page 11 of this Notice for the deadlines for your mitigation measures to be installed.

All properties greater than 1 hectare and up to, and including, 20 hectares

You must clear an Asset Protection Zone (refer to page 10 for details) and slash or graze the grass to no greater than 100mm high in town sites, and harvest crops over the property to 200mm in height.

Driveways into the property must be cleared of flammable material, be a minimum of 4 metres wide and have a minimum overhead clearance of 4 metres to allow safe passage for fire trucks.

If 70% or more of your lot is covered by vegetation other than grass, managed garden beds or a seed producing crop, a firebreak is required around or within 10 metres of your property boundary. The firebreak must be cleared of flammable material, be a minimum of 4 metres wide and have a minimum overhead clearance of 4 metres.

Contiguous Leased Blocks

Where a landowner's primary or adjoining leased property is less than 20ha but the contiguous managed land parcel is greater than 20ha they will be regarded as being one land parcel for the purposes of this Notice. Proof of a formal lease may be required before this clause becomes operable.

If the lease expires or is otherwise cancelled, any affected properties less than 20ha will attract the requirements and restrictions for any block under 20ha stipulated elsewhere in this Notice.

BUSH FIRE MITIGATION NOTICE cont.

Sheds, abandoned buildings, haystacks, fuel storage and any other asset on all properties greater than

1 hectare and up to, and including, 20 hectares

You must clear a firebreak no less than 20 metres and no more than 100 metres from the perimeter of sheds, hay stacks and fuel storage. This firebreak is to be cleared of flammable material, be a minimum of 4 metres wide and have a minimum overhead clearance of 4 metres.

The area between the firebreak and sheds, hay stacks and fuel storage is to be kept in a hazard reduced state with grass and/or vegetation limited to 100mm in height.

Hay stored beyond 100 metres of assets does not require a firebreak.

Abandoned Buildings

Abandoned Buildings must be clearly marked by a sign and shall be considered under the same requirements as a shed.

A compliant sign shall have the word '**ABANDONED BUILDING**' in red with lettering 150mm high on a white background placed in a clearly visible location.

Livestock on properties up to, and including, 20 hectares

If your land is permanently and sufficiently stocked, there is no need to slash your property. Livestock must graze the grass down to no greater than 100mm high in town sites or 200mm high on properties up to 20 hectares.

Fire Management Plans

In addition to the requirements of this Notice, where a Fire Management Plan has been implemented as part of a subdivision, property owners must ensure their property meets the requirements outlined in the Fire Management Plan. Such subdivisions include (but are not limited to) Mira Flores, Stoney Creek and Braidwood Heights.

You should seek clarification from the Shire of Plantagenet if you are unsure of your responsibilities contained in your Fire Management Plan and this Notice.

BUSH FIRE MITIGATION NOTICE cont.

Note: refer to the 'Important Information and Dates' section commencing on page 11 of this Notice for the deadlines for your mitigation measures to be installed.

All properties greater than 20 hectares

You must clear an Asset Protection Zone (refer to page 10 for details).

Driveways into the property must be cleared of flammable material, be a minimum of 4 metres wide and have a minimum overhead clearance of 4 metres to allow safe passage for fire trucks.

Sheds, haystacks and fuel storage on all properties greater than 20 hectares

You must clear a firebreak no less than 20 metres and no more than 100 metres from the perimeter of sheds, hay stacks and fuel storage. This firebreak is to be cleared of flammable material, be a minimum of 4 metres wide and have a minimum overhead clearance of 4 metres.

The area between the firebreak and sheds, hay stacks and fuel storage is to be kept in a hazard reduced state with grass and/or vegetation limited to 100mm in height.

Hay stored beyond 100 metres of any asset does not require a firebreak.

Landowners or Managers of properties greater than 10,000 hectares

A 3.4 Heavy Duty Appliance (4x4 truck carrying 3,000 litres of water) must be located within the property boundary.

In addition to the requirements for your property there are requirements you must meet for rural operations during the Restricted and Prohibited Burning Times. Refer to page 13 for more details.

BUSH FIRE MITIGATION NOTICE cont.

Plantations / Tree Farms

A plantation / tree farm is defined as an area exceeding 3 hectares within townsites or an area exceeding 10 hectares within rural areas, of trees planted or land under preparation for planting of trees for commercial purposes.

Plantation Fire Mitigation Requirements

Please refer to the 'Important Information and Dates' section commencing on page 11 of this Notice for the deadlines for plantation fire mitigation requirements to be installed.

Firebreaks

Plantation boundary firebreaks shall be constructed on the boundaries of all plantations, or such other location as agreed to by the Council.

Boundary firebreaks are to be 15 metres wide and free of flammable material, with a trafficable surface of at least 6 metres. A vertical clearance is to be established to a height of 4 metres above ground level over the trafficable portion of the firebreak.

Planting compartments are also required, consisting of an area of approximately 30 hectares. These shall be surrounded by 6 metre wide firebreaks cleared of all flammable material (with a 5 metre trafficable surface). A vertical clearance of all overhanging branches, at least 4 metres above ground level is required to allow unrestricted access for fire fighting equipment. This applies to all established and subsequent rotation (coppice) plantations.

Planting compartments for new or re-established plantations after 1 July 2012 shall consist of an individual area of approximately 30 hectares surrounded by firebreaks with an 8 metre tree to tree separation, a 6 metre horizontal clearance free of all flammable material (with a 6 metre trafficable surface) and a vertical clearance of all overhanging branches to at least 4 metres above ground level to allow unrestricted access for fire fighting equipment.

BUSH FIRE MITIGATION NOTICE cont.

Plantations / Tree Farms

All landowners or managers of plantation estates greater than 10,000 hectares in total require a 3.4 Heavy Duty Appliance (4x4 truck carrying 3,000 litres of water) located within the Shire.

A firebreak variation may be granted if barriers on the property prevent the installation of firebreaks. Please contact the Shire of Plantagenet for further information.

Remainder of the Property

All areas of the property which are not a plantation / tree farm must comply with the requirements detailed elsewhere in this Notice.

Harvesting

When harvesting is in progress, harvesters must maintain a 400 litre (minimum) mobile fire fighting unit in or adjacent to where harvesting is being carried out.

Harvested and Reversion Plantations

Plantation firebreaks shall remain in place until the removal of all stumps is completed. Boundary firebreaks are to be 6 metres wide (with a 5 metre trafficable surface) and a vertical clearance of all overhanging branches at least 4 metres above ground level. All compartment firebreaks to be maintained to the same measurements.

Abandoned Plantations

Plantation firebreaks shall remain in place until the removal of all stumps is completed.

Fire Protection of Private Plantations

All plantations must comply with the *Guidelines for Plantation Fire Protection* unless approval to vary those conditions has been granted by the Shire.

A copy of the guidelines may be obtained from the Shire of Plantagenet or from www.plantagenet.wa.gov.au

MINIMUM REQUIREMENTS FOR RURAL LAND OPERATIONS DURING THE RESTRICTED AND PROHIBITED BURNING TIMES

Type of Operation	Requirements
Harvesting of seed Harvesting of timber Swathing (except canola) Slashing Baling straw / stubble Stone churning Operation of a portable sawmill	A mobile fire fighting unit with a minimum of 400 litres to be stationed in, or immediately adjacent to, the paddock or area where the operation takes place and within 1 kilometre of the operating machine.
Operation of welding equipment in the open air and power operated abrasive cutting discs	A mobile fire fighting unit with a minimum of 400 litres to be stationed in, or immediately adjacent to, the paddock or area where the operation takes place. A fire extinguisher to be provided at the place where the welding or cutting operation is carried out. Where a welding or cutting operation is carried out, an area around the equipment shall be cleared of all flammable material to bare earth to a 5 metre radius. In addition, an observer shall be on hand to monitor the site at all times.
Operation of tractors, trucks and self propelled harvesters in standing crop or stubble paddocks	An operational fire extinguisher must be carried on the vehicles.

If these minimum requirements are not in place and a fire is started by one of these operations, the person responsible for starting the fire may be liable for the cost of fighting the fire.

WHAT IS AN ASSET PROTECTION ZONE?

The aim of an Asset Protection Zone is to ensure there is no direct flame contact on any asset from a fire and to increase the chance of the asset surviving a bush fire. This is done by managing and reducing the amount of fire fuel for a minimum 20 metres around all assets.

An Asset Protection Zone, in accordance with State Planning Policy 3.7 - Planning in Bushfire Prone Areas, is required to be established around all assets and maintained during the restricted and prohibited burning times.

The Asset Protection Zone must extend a minimum of 20 metres from any external walls of the Asset/s (or up to your property boundary if this falls within the 20 metre zone) and must have:

- Only reticulated lawns, gardens and managed vegetation within the zone. Managed vegetation means removing dead plants, fallen branches, bark and deep leaf matter;
- All grass maintained to 50mm or less throughout the 20 metre zone;
- Trees trimmed so there are no branches overhanging the asset;
- Lower branches of trees pruned so they are at least 2 metres off the ground;
- Firewood piles kept out of the zone; and
- Gutters kept free of leaves and branches.

To maximise the protection of your asset, you may also like to consider:

- Ensuring there are no trees or shrubs more than 2 metres high within 2 metres of an asset;
- Installing footpaths, driveways and other non-flammable features close to the asset;
- Increasing the Asset Protection Zone on sloping ground. It is recommended that the zone be extended at least 1 metre for every 1 degree in slope;
- Planting / maintaining trees and shrubs to avoid clumping. Tree crowns should be kept a minimum of 10 metres apart;
- Ensuring the pressure relief valve on gas bottles points away from your asset; and
- Keeping an operational fire fighting unit.

IMPORTANT INFORMATION AND DATES

Zones

The Shire of Plantagenet is separated into Eastern and Western Zones. The boundary between these two bushfire control areas is described as follows.

The boundary line between zones starts at:

- The northern end of Martagallup Road, along Martagallup Road to Boyup Road;
- South on Boyup Road to Sturdee Road;
- East along Sturdee Road to Craddock Road;
- South on Craddock Road to Wilson Road;
- East along Wilson Road to Albany Highway;
- South on Albany Highway to the northern boundary of the gazetted townsite of Mount Barker;
- Follow the gazetted boundary east, then south, then back west to Albany Highway;
- South along Albany highway to O'Neill Road;
- East along O'Neill Road to Woodlands Road;
- North along Woodlands Road to Loc 949;
- East along Loc 949 northern boundary and along the southern boundary of the Porongurup National Park (north of Mira Flores) to Chester Pass Road;
- North on Chester Pass Road to Takalarup Road; and
- East on Takalarup Road to the south east corner of the Shire boundary. (See map on the last page)

Harvest and Vehicle Movement Bans

Harvest Ban Any operation of machinery involved in harvesting seed crops / timber and / or any other produce MUST come to a complete stop in paddocks when a ban is in place. A harvest ban applies on Christmas Day.

Vehicle Movement Ban No vehicles or internal combustion engines are to be driven or operated unless on a constructed road or the driveway into the property residence when a ban is in place. Hot work such as welding or grinding is not to be undertaken in the open air.

Broadcast of Harvest and Vehicle Movement Bans

Shire of Plantagenet Harvest Ban Hotline - 9892 1102. A recorded message will advise what type of ban is active in the Shire and will also provide details on the Restricted and Burning Time dates.

SMS Messaging of Harvest and Vehicle Movement Bans
A text message is sent to registered mobile telephones when a ban is set. Contact 9892 1111 if you would like your mobile phone number included on the distribution list.

IMPORTANT INFORMATION AND DATES

DATES TO REMEMBER IN THE EASTERN ZONE

**Camping and Cooking Fires are prohibited
from 3 October until 30 April**

**Mitigation measures required by this Notice
must be in place by 15 November and
remain cleared until 30 April**

**Property Compliance Inspections
start 15 November and will continue
through to 30 April**

*Seasonal conditions may vary the Restricted
and Prohibited Burning Times.
Contact 9892 1102 for current information.*

DATES TO REMEMBER IN THE WESTERN ZONE

**Camping and Cooking Fires are prohibited
from 3 October until 30 April**

**Mitigation measures required by this Notice
must be in place by 15 December and
remain cleared until 30 April**

**Property Compliance Inspections
start 15 December and will continue
through to 30 April**

*Seasonal conditions may vary the Restricted
and Prohibited Burning Times.
Contact 9892 1102 for current information.*

RESTRICTIONS ON BURNING

The Shire of Plantagenet is in the
STIRLINGS WEST AREA for fire danger ratings.

Restricted and Prohibited Burning Periods

Lighting fires on your property can be extremely dangerous. To help reduce the risk, PROHIBITED and RESTRICTED burning times are set. These dates indicate when you are required to seek a Burning Permit.

EASTERN ZONE

Restricted Burning Time - Permits required

3 October to 14 November

Prohibited Burning Time - No burning

15 November to 28 February and Good Friday

Restricted Burning Time - Permits required

1 March to 30 April

WESTERN ZONE

Restricted Burning Time - Permits required

2 November to 14 December

Prohibited Burning Time - No burning

15 December to 28 February and Good Friday

Restricted Burning Time - Permits required

1 March to 30 April

*These dates may vary due to seasonal conditions.
For current information phone 9892 1102.*

Burning Permits must be obtained from your local Fire Control Officer before burning commences and any special conditions detailed on the permit must be adhered to. Contact details for Fire Control Officers are available from www.plantagenet.wa.gov.au or telephone 9892 1111.

Permits will not be issued when the risk of fire escape is considered to be unacceptably high. Your permit is deemed null and void if a Total Fire Ban (set by DFES or a Section 46 Notice of the Bush Fire Act) is imposed by the Shire of Plantagenet.

It is illegal to approach more than one Fire Control Officer to obtain a Burning Permit.

Burning road verges is encouraged, however, a permit must be obtained from the Shire of Plantagenet (year round). Contact 9892 1111 for more details.

COOKING FIRES

NO COOKING FIRES ARE TO BE LIT DURING A TOTAL FIRE BAN

Public Land

Unauthorised fires are prohibited on Shire of Plantagenet land throughout the year.

This includes

- Shire of Plantagenet reserves.
- Campsites.
- Council road verges.

Gas appliances can be used.

The Shire provides free BBQ facilities at various locations for public use.

Private Land

Cooking or BBQ style fires (using solid fuel) must be fully enclosed. These types of fires can be used on private land during the restricted and prohibited fire seasons provided the following conditions are met.

- The fire is not lit on a day where the Fire Danger Forecast is 'High' or above (approval from the Shire of Plantagenet can be granted in special circumstances).
- The fire has a 3 metre zone clear of flammables.
- The fire is fully contained to prevent escape.
- The fire is attended at all times.
- Sufficient water is available to extinguish the fire.
- The fire and any remnants are completely extinguished prior to leaving the site with no possibility of re-ignition.

VOLUNTEERS REQUIRED

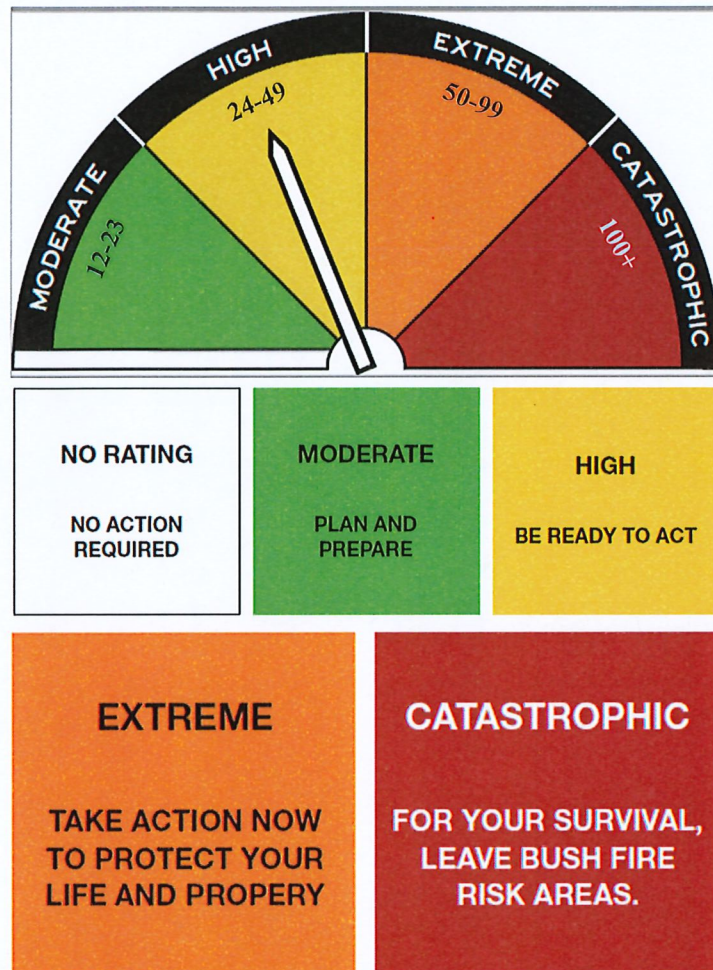
Do you want to help your community?

Local governments manage and support Bush Fire Brigades, drive recovery efforts after a fire and assist their community to prepare for high threat periods.

**CONTACT YOUR LOCAL
BUSH FIRE BRIGADE TODAY
PHONE 9892 1111 TO
FIND OUT MORE**

Australian Fire Danger Rating System

HAS CHANGED



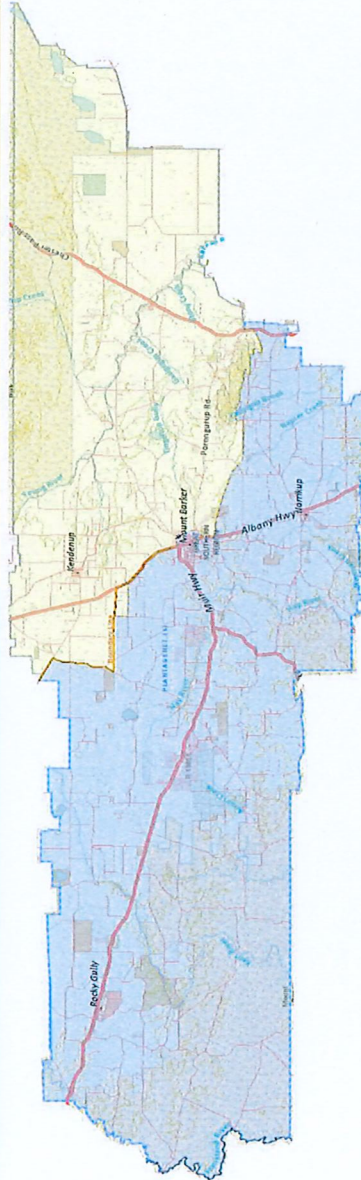
The AFDRS will enhance public safety and reduce the impacts of bush fires by improving the scientific accuracy behind fire danger predictions.

It has been designed to strengthen the ability of fire authorities to accurately communicate bush fire risk to the community, enhance agency readiness and preparedness, and contribute to risk management prevention.

Zone Map

Western Zone Restricted Burning Time
2 November to 14 December
Prohibited Burning Time
15 December to 28 February and Good Friday
Restricted Burning Time
1 March to 30 April

Eastern Zone Restricted Burning Time
3 October to 14 November
Prohibited Burning Time
15 November to 28 February and Good Friday
Restricted Burning Time
1 March to 30 April



Camping and Cooking Fires are prohibited from
3 October until 30 April

ATTACHMENT TWO

1.1.1 POLICY REVIEW – BUSH FIRE – PERMIT TO BURN

File Ref:	N60203
Attachment:	<u>Policy with changes</u>
Responsible Officer:	David Lynch Executive Manager Works and Services
Author:	Amy Chadbourne Senior Administration, Works and Services
Proposed Meeting Date:	28 March 2023

PURPOSE

The purpose of this report is to review Council Policy RS/FP/3 Bush Fire – Permit to Burn.

BACKGROUND

This policy was reviewed by the Council at its meeting held on 22 May 2018.

EXTERNAL CONSULTATION

The policy was discussed with members of the Bush Fire Advisory Committee at a workshop held on 12 October 2021.

STATUTORY ENVIRONMENT

Bush Fires Act 1954, Section 15A 'Bush Fire Control Officer issuing permits to burn to comply with directions of local government'

Bush Fires Act 1954, Section 23 'Burning during prohibited burning times'

Bush Fires Act 1954, Section 24 'Bush on land growing subterranean clover may be burnt during prohibited burning times'

Bush Fires Act 1954, Section 24A 'Bush on land in prescribed irrigation areas may be burnt during prohibited times for purpose of germinating clover'

POLICY IMPLICATIONS

This policy is presented to the Council as part of its ongoing policy review cycle.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr B Bell:

That amended Council Policy No RS/FR/3 Bush Fire – Permits to Burn During Prohibited Burning Times, as follows:

‘OBJECTIVE

To provide direction to Bush Fire Control Officers for conditions that may be applied to Permits to Burn during Prohibited Burning Times.

POLICY

1. Scope

This policy applies to properties located within the Shire of Plantagenet.

2. Legislation/Standards

Bush Fires Act 1954, Section 15A ‘Bush Fire Control Officer issuing permits to burn to comply with directions of local government’

Bush Fires Act 1954, Section 23 ‘Burning during prohibited burning times’

Bush Fires Act 1954, Section 24 ‘Bush on land growing subterranean clover may be burnt during prohibited burning times’

Bush Fires Act 1954, Section 24A ‘Bush on land in prescribed irrigation areas may be burnt during prohibited times for purpose of germinating clover’.

3. Application of Policy

The Chief Bush Fire Control Officer, in consultation with the Chief Fire Weather Officer and other Fire Control Officers, may issue a permit to burn during prohibited burning times with the following conditions.

- a) Protective burning around buildings may be permitted during the hours of 4.00pm to 12.00am (midnight).**
- b) Permits to burn on a Sunday shall not be issued.**
- c) Permits to burn shall not be issued for Christmas Day or Good Friday.**
- d) Permits to burn bush on land growing subterranean clover for the purpose of harvesting shall not be issued except by the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officers or the Chief Executive Officer.**
- e) Permits issued to burn on land growing subterranean clover shall not be for areas exceeding 75 hectares.’**

be endorsed.

CARRIED (9/0)

NO. 042/23

Note:

Cr Bell noted that point 3b) should be referred back to the Bush Fire Advisory Committee for review.