



Agenda

Bush Fire Advisory Committee

Tuesday 11 March 2025

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NOTICE is given that a meeting of the Bush Fire Advisory Committee will be held at the City of Busselton, Kaloorup Meeting Room, 2 Southern Drive, Busselton with the option of via Microsoft Teams video conference on Tuesday 11 March 2025 commencing at 6:30 pm.

Your attendance is respectfully requested.

TONY NOTTLE
Chief Executive Officer, City of Busselton

1 Acknowledgement of Country

The City of Busselton acknowledges the Wadandi and Bibbulmun people as the traditional custodians of this region and pay respects to Elders past and present.

The meeting will be declared open.

2 Attendance and Apologies

2.1 Present

2.2 In Attendance

2.3 Apologies

3 Disclosures of Interest

4 Confirmation and receipt of minutes

That the minutes of the Bush Fire Advisory Committee meeting held 10 December 2024 be confirmed as a true and correct record.

5 Presentations

5.1 Presentation

Presentation title: Department of Biodiversity, Conservation and Attractions

Presenter: Helen Holzheuer, DBCA

6 Officer/ Delegate Reports

6.1 Community Safety Manager Report

To be tabled: Community Safety Manager Report

Rachel Runco, Community Safety Manager

6.2 City of Busselton Emergency Services Update

Strategic Theme:	Key Theme 2: Lifestyle 2.2 Work with key partners to facilitate a safe, healthy, and capable community. Key Theme 4: Leadership 4.2 Deliver governance systems that facilitate open, ethical, and transparent decision making.
Directorate:	Community Planning
Reporting Officer:	Community Emergency Services Manager – Matt du Plessis
Authorised By:	Director Community Planning - Gary Barbour
Nature of Decision:	Noting: The item is simply for information purposes and noting.
Voting Requirements:	Simple Majority
Disclosures of Interest:	No officers preparing this item have an interest to declare.
Attachments:	Nil

OFFICER RECOMMENDATION

That the Committee receives and notes the March 2025 Emergency Services Update Report.

EXECUTIVE SUMMARY

This report provides the Committee an overview of the operations and activities of the volunteer Bush Fire Brigades for the region.

STRATEGIC CONTEXT

The Bush Fire Advisory Committee is established under the powers given in Section 67 of the Bush Fires Act 1954 (the Act).

To provide advice to BFAC and the Council regarding:

- all matters relating to preventing, controlling, and extinguishing of bush fires
- purchase of capital equipment and infrastructure, training of personnel and plans and programs in preparation for bush fire emergencies.

BACKGROUND

Under the Bush Fires Act 1954, the City is responsible to make provisions about the organisation, establishment, maintenance, and equipment of bush fire brigades. The City achieves this through the provision of Prevention, Preparedness, Response and Recovery functions to provide a comprehensive approach to emergency management within the City. This is delivered by:

Prevention: The City administers and enforces the appropriate fire prevention provisions of the Bush Fires Act 1954. The City promotes and participates in appropriate community safety programs in consultation with DFES (Department of Fire and Emergency Services).

Preparedness: In addition to the applicable community safety programs identified against prevention, the City, through their staff and infrastructure, supports the emergency services

preparedness programs developed and implemented by DFES. The City ensures that their bush fire brigade volunteers are trained to the appropriate levels.

Response: The City responds to day-to-day incidents through the turnout of the Bush Fire Brigades. City support, including access to volunteers, appliances and other resources as required, is extended to DFES controlled incidents when requested by the Incident Controller.

Recovery: The City undertakes recovery actions in accordance with its role as documented in the Emergency Management Act 2005.

OFFICER COMMENT

Significant incidents in the City of Busselton region

Yoganup Fire: Level 1
Dunsborough Fire: Level 2

Deployments

Bunbury

Date: 4 February (3 shifts)
Appliances: 12.2 Water tanker
Firefighters: 6
Staff: Nil

Mid-West Gascoyne

Date: 5 – 8 February
Appliances: Nil – DFES supplied on site
Firefighters: 4
Staff: Nil

Donnelly Complex Fires – Level 2

Date: 10 – 21 February
Appliances: 8
Firefighters: 52
Staff: 1 (Incident Control Centre - CESM)

Total personnel on deployment: 62

Operational update

Incidents summary

The incident summary details all incidents responded by both DFES Volunteer Fire & Rescue Services and the City of Busselton Bush Fire Brigades up until 18 February 2025.

Large bushfires are down by 18% on the 5-year trend and small bushfires are down by 8%. This is highly likely due to the wetter conditions compared to last year. The majority causes of ignition is both Unreported (unknown) and Suspicious/Deliberate.

Hectares Lost

The Yoganup fire has contributed to the significant increase of hectares lost to date.

Bush Fire Brigade Memberships

The below chart shows the summary of the City’s Bush Fire Brigades memberships up until 18 February 2025. Membership has seen a decrease of 22 members from November 2024 figures. This is due to brigades removing inactive members.

Training

- Nil – Peak fire season operations take precedence

Grants

LGGs Capital Grant Submissions for 2025/26 were required to be submitted by 28 February 2025. Brigades are required to provide additional information to the reasoning behind the grants, based on the current LGGs Grant Manual.

Total of two submissions have been received:

- Wilyabrup BFB: Request for a second permanent appliance (heavy) to be based at Wilyabrup BFB
- Kaloorup BFB: Request for lockers for the station.

The City has received a Grants offer of \$390k for the operating grant, however an alternate offer will be presented by the City for \$420k to meet the service delivery requirements.

Capital funding

LGGs Capital Grant progress:

Brigade	Project Category	Value (\$)	Status
Yallingup Rural BFB	Facilities Extension	\$143,315	Completed
Yallingup Coastal BFB	Water Pump – Emergency Water Supply	\$16,722	Completed
Eagle Bay BFB	Ceiling Install and Insulation	\$27,000 TBC	Completed
Eagle Bay BFB	CCTV systems	\$4,628	In Progress
Hithergreen	CCTV systems	\$4,628	In Progress
Kaloorup	CCTV systems	\$4,628	In Progress
Metricup BFB	Water Tank – Emergency Water Supply	\$16,722	In Progress
Yoongarillup BFB	Water Tank – Emergency Water Supply	\$16,722	In Progress

Eagle Bay – Awaiting final invoice on cladding installation.

Projects

Emergency Water Supply:

Pioneer Tanks have commenced the preventative maintenance inspections for the water tanks. Completed 40% of the inspections.

Water Tank Sensors:

Grant funding has been approved to install sensors on all the of Emergency Water Supply Tanks owned by the City. Orders have been completed and installs to commence March/April -To be confirmed with contractors. Project to be completed by 30 June 2025

Commonage Facility (Dunsborough Bush Fire Brigade)

Request for Quote (RFQ) has not commenced. Current aim is to have RFQ submissions in by 30 April 2025.

Fire Danger Rating Signs:

Project delayed due to National Funding arrangements. Preliminary works has been completed in gaining permissions for the sites and engineering specifications for the poles. Signs have been ordered. Works to commence at the start of April.

Asset Management System

Ongoing development of a web-based Geographic Information Systems (GIS) with asset management, including spatial visualization and web mapping of:

- Emergency Water Supply
- Brigade Facilities
- Appliances
- Equipment
- Emergency Access Ways.

In addition to the above, layers will be added to the GIS to allow viewer to see:

- Location of hydrants
- Aboriginal Cultural and Heritage Sites
- Environmental areas of importance
- Protected Flora and Fauna
- Burn history of reserves

Part 2 of the project is to investigate and trial systems that will provide:

- Digitize Paper Forms and Checklists
 - Build out digital Operational forms for equipment checks, appliance checks, first aid checks, FIRS forms, training forms etc
- Status updates
 - Realtime status of equipment checks
- Digital automated reporting
 - Locations of fires on maps
 - Checks completed
 - Annual Skills Maintenance

Statutory Environment

Bushfires Act 1954

Bush Fire Regulations 1954

Emergency Management Act 2005

Work Health and Safety Act 2020

Local Government Act 1995

Bush Fire Brigade Local Law 2023 Fire and Emergency Services Legislation

Relevant Plans and Policies

The officer recommendation aligns to the following adopted plan or policy:

Plan:

Not applicable.

Policy:

Bush Fire Brigade Management

Financial Implications

Not Applicable

External Stakeholder Consultation

Not Applicable

Risk Assessment

Not Applicable

Options

Not Applicable

CONCLUSION

Not Applicable

TIMELINE FOR IMPLEMENTATION OF OFFICER RECOMMENDATION

The officer recommendation will be implemented in full, or in stages as per the following table:

Milestone	Completion Date
Water Tank Sensors - Install	30 June 2025
Dunsborough BFB Facility - RFQ	30 April 2025
Fire Danger Rating Signs - Install	30 June 2025
Asset Management System - Completion	30 September 2025

6.3 Bushfire Mitigation Update Report

Reporting Officer: Neil McKay - Bushfire Mitigation Officer

Update of approved and funded mitigation activity works

The City applied for 46 mitigation treatments in the 2024/2025 Round 1 of MAFG. 26 Treatments were approved with a further 6 variances added. A total of 32 Treatments were completed in the round.

Treatment Type	Completed
Follow up Chemical Treatments	3
Fire Access Roads / Tracks	19
Mechanical Work	8
Prescribed Burns	2
Grand Total	32

Future mitigation activity works - MAFG

The City was successful in receiving approval for 39 out of the 43 treatments applied for in the 2024/2025 Round 2 of MAFG to the value of \$322,418.00

A delay in receiving the notification will mean the work will commence from March 2025 and be completed by June 2025.

Treatment Type	Count
Chemical spray	13
Mechanical Works	20
Fire Access Tracks	6
Grand Total	39

A significant portion of this application is to improve the surface condition of some of our fire access tracks. Water damage and erosion has made some sections of these tracks difficult or impassable for vehicles particularly 2wds in some cases. This work is to resolve this.

A summary of the application can be found in attachment one.

Changes to the Mitigation Activity Fund Grant program in 2025 will mean that there will only be one application round per year. At this time the City will have the option to apply for a 1 year or 3 year program.

TIMELINE

Milestone	Commence Date	Completion Date	Progress
2024/2025 Mitigation Activity Fund Grant Round 1 Application – Application has	NA	25 April 2024	Completed

been submitted and is being reviewed by DFES.			
2023/2024 Mitigation Activity Fund Grant Round 2 Acquittal – Finalise treatments for current round. All treatments to be completed or closed by 21 st to allow time to process final payments.	1 st May 2024	30 June 2024	Completed
2024/2025 Mitigation Activity Fund Grant Round 1. Receive notification of approved treatments. Raise purchase orders and/or send out request for quotes for contractors to begin work.	1 July 2024	31 December 2024	Completed
2024/2025 Mitigation Activity Fund Grant Round 2 Application – Begin preparations for the next round application. Identify and prepare treatments.	Now	September 2024	Completed
2024/2025 Mitigation Activity Fund Grant Round 1 Acquittal - Finalise treatments.	~ November 2024	January 2025	Completed
2024/2025 Mitigation Activity Fund Grant Round 2 Receive notification of approved treatments. Raise purchase orders and/or send out request for quotes for contractors to begin work.	~ January 2025		In Progress
2025/2026 Mitigation Activity Fund Grant Round 1 Application – Begin preparations for the next round application. Identify and prepare treatments.	Now		In Progress

Bushfire Risk Management Plan Review

The Bushfire Risk Management Plan is due for renewal by May 2025. The City will be seeking nominations from BFAC for participation in a working group to support officers with this review shortly through an EOI process.

BFAC will be provided updates on the status of this project as it progresses, and the revised plan will be presented to BFAC for endorsement prior to adoption by Council.

6.4 DFES LSW Region Report - 11 March 2025

To be tabled: DFES LSW Region Report – 11 March 2025

Andy Thompson, DFES

6.5 Chief Bush Fire Control Officer Report

To be tabled: Chief Bush Fire Control Officer Report – 11 March 2025

Allan Guthrie, Chief Bush Fire Control Officer

7 Next Meeting Date

The next meeting of the {meeting-type} will be held on 10 June 2025.

8 Closure