

Ordinary Council Meeting

10 October 2023

APPENDICES

8.1 Minutes – Ordinary Council Meeting – 12 September 2023

8.2 Minutes – Special Council Meeting – 12 April 2023

10.1 Minutes – Bushfire Advisory Committee – 6 September 2023



Shire of
Collie

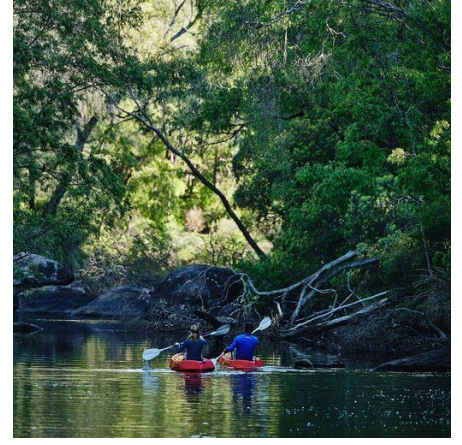
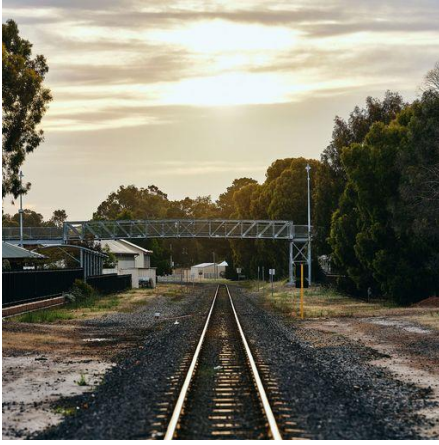
MINUTES

for the

ORDINARY MEETING OF COUNCIL

held on

Tuesday, 12 September 2023



Our Vision

Collie - *A progressive community, rich in opportunities and as diverse as its heritage and landscape.*

Our Values

The core values at the heart of the Council's commitment to the community are:

Integrity

Transparency

Accountability

Collaboration

Respect

Our Commitment to Community

We will lead the delivery of our vision

We will support local business wherever possible

We will consult and engage with our community on issues that affect them

We will encourage, welcome and value feedback

We will encourage, support and advocate for our community

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Minutes of the Ordinary Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 12 September 2023 which commenced at 7:00pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

PRESENT:

Sarah Stanley	Councillor (Presiding Member)
Ian Miffing OAM JP	Councillor (Deputy Member)
John Kearney	Councillor
Joe Italiano	Councillor
Michelle Smith	Councillor
Gary Faries	Councillor
Leonie Scoffern	Councillor
Brett Hansen	Councillor
Brent White	Councillor
Stuart Devenish	Chief Executive Officer
Matthew Young	Director Development Services (remote)
Nicole Wasmann	Director Corporate Services
Craig Yardley	Director Technical Services
Hasreen Mandry	Finance Manager

APOLOGY:

Elysia Harverson	Councillor
Rebecca Woods	Councillor

LEAVE OF ABSENCE:

MEDIA:

Nola Green
Martin Kovacs

GALLERY: 4 members of the public were in attendance

1.1 Councillors granted Leave of Absence at previous meeting/s

Nil

1.2 Councillors requesting Leave of Absence for future Ordinary Meetings of Council

Nil

1.3 Councillors who are applying for Leave of Absence for this Ordinary Meeting of Council

Council Decision:

Resolution: 9248

Moved:

Cr Hansen

Seconded:

Cr White

That Council grant Cr Harverson and Cr Woods a Leave of Absence for this meeting.

Carried:9/0

For:

Cr Stanley, Cr Miffing, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White

Against:

Nil

2. PUBLIC QUESTION TIME

A 15 minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them.

Council Consideration towards the Public:

When public questions necessitate resolutions of Council, the matter is to be dealt with immediately to allow the public to observe the determination of the matter (obviates need for the public to wait an indeterminate period of time).

There were no questions from the public.

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. DISCLOSURE OF FINANCIAL INTEREST

The Chief Executive Officer advised that Disclosures of Interest had been received from Councillors/staff as listed below:

Councillor/Staff	Agenda Item	Disclosure
Cr Stanley	Item 14.1 Roadwise Council	Impartial – work related
Cr Italiano	Item 11.1 Museum Development Item 12.3 CSRFF Application for Funding – Collie Golf Club Item 13.1 Proposed Family Day Care	Impartial – committee member Impartial – member Proximity – son lives adjacent

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Members of the public invited by the Chairperson may address the meeting after Standing Orders have been suspended.

There were no petitions, deputations, presentations or submissions.

6. NOTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Councillors may disclose at this point any matters which they wish to have discussed 'behind closed doors' ie the meeting is closed to members of the public. Section 5.23 of the *Local Government Act 1995* applies and the meeting may only go behind closed doors for matters expressly prescribed in the Act - see section of the Act appended immediately after the Disclosure of Financial Interest form.

Any decision (of the meeting) to close the meeting or part of the meeting and the reasons for the decision are to be recorded in the Minutes of the meeting.

7. ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS

Cr Italiano declared a proximity interest and left the room at 7.03 pm

13.1 Application for Development Approval – Proposed Family Day Care – Lot 36, No.3 Wagtail Way, Collie	
Reporting Department:	Development Services
Reporting Officer:	Isabel Fry – Town Planner
Accountable Manager:	Matt Young – Director Development Services
Legislation:	<i>Planning and Development Act 2005</i>
File Number:	A5471
Appendices:	Appendix 13.1.A – Application Appendix 13.1.B – Location Map Appendix 13.1.C – YMCA Letter of Support Appendix 13.1.D – Summary of Submission
Voting Requirement	Simple Majority

Report Purpose

For Council to determine an application for development approval for a Family Day Care at Lot 36, No.3 Wagtail Way, Collie.

Officer's Recommendation/Council Decision:

Resolution: 9249

Moved: **Cr Hansen**

Seconded:

Cr Smith

That Council, in relation to an application for development approval for a proposed Family Day Care at Lot 35, No.3 Wagtail Way, Collie, resolves to grant development approval, subject to the following conditions:

1. *At all times, the development the subject of this development approval must comply with the definition of Family Day Care as contained in Part 6, Division 2 of the Shire's Local Planning Scheme No. 6.*
2. *All development shall be in accordance with the approved development plans which form part of this planning approval and activities shall only be undertaken in areas of the home endorsed by Council on the approved plan(s).*
3. *This development approval will expire if the approved development has not substantially commenced within two (2) years from the date of issue of the approval, or, within any extended period of time for which the Shire of Collie has granted prior written consent.*
4. *No more than seven (7) children, including the operators own children, may be cared for within the premises used for the purposes of Family Day Care at any one time.*

Prior to Commencement

5. *Prior to the development commencing, an Operational Management Plan is to be prepared, approved and implemented to the satisfaction of the Shire of Collie. The plan should address:*
 - a) *Provide a schedule/ daily routine for the operation of the development;*

- b) *Noise management on the site, including scheduling of outside play, limiting of types of outside play and toys available, location of outside play, management of unsettled children;*
 - c) *The parking map and information pack to be provided to parents to ensure verge parking does not occur;*
 - d) *How scheduling of drop-offs and pick-ups will occur to ensure they are staggered and able to be accommodated within the property boundaries;*
 - e) *How waste will be dealt with at the site and detail the trigger point for an additional waste service if required;*
 - f) *Details for compliance with the requirements for a Food Premise.*
6. *Prior to the development commencing, a minimum of 2 car parking bays for the use of visitors, must be provided on the subject site, in accordance with the approved plans, to the satisfaction of the Shire of Collie.*
 7. *All verge areas abutting the boundaries of the subject site must remain clear at all times and not be used for visitor, drop-off and/or pick-up parking, to the satisfaction of the Shire of Collie.*
 8. *Except with the prior written consent of the Shire of Collie, the approved use must only operate between the following hours:*
 - *7:30am and 5:30pm Monday, Wednesday and Friday;*
 - *7:30am and 2:30pm Tuesday and Thursday; and*
 - *Closed on Saturday and Sunday.*
 9. *The business shall not cause injury to or adversely affect the amenity of the neighbourhood.*
 10. *The business shall not display a sign exceeding 0.2 square metres. The advertisement/sign is of a type that is incorporated as part of a building wall, fence or entry statement and not illuminated.*

Advice

- i) *This planning approval does not remove or affect any statutory responsibility the owner may have under the Education and Care Services National Law (Western Australia) as amended. The Applicant is advised to contact the Department for Communities before commencing the development to ensure statutory responsibilities are met. Further information can be obtained from Department for Communities, which is responsible for licensing and monitoring child care services through its Child Care Licensing and Standards Unit, on (08) 6210 3333 or at www.communities.wa.gov.au.*
- ii) *The Shire of Collie advises that the development the subject of this development approval must comply with the Environmental Protection Act 1986 and the Environmental Protection (Noise) Regulations 1997 in relation to noise emissions. Further information can be obtained from the Shire of Collie's Environmental Health Officer on (08) 97349000.*
- iii) *The development is also defined as a "Food Business" under the Food Act 2008. The development must comply with the Food Act 2008 and Food Regulations 2009. Further information can be obtained from the Shire of Collie's Environmental Health Services.*

Carried: 7/1**For:** *Cr Stanley, Cr Miffling, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Italiano, Cr White***Against:** *Cr Kearney***Background:**

The Shire has received an application for development approval (refer Appendix 13.1.A) for a Family Day Care at Lot 36, No.3 Wagtail Way, Collie (refer Appendix 13.1.B). The application has been lodged by Georgie Urkko as the operator of the proposed Family Day Care, the property is owned by Robert Pimm.

The subject site is 772m² in size and zoned Residential R15 under the Shire's Local Planning Scheme No.6 (LPS6). Family Day Care is an 'A' use under LPS6, which means that the use is not permitted unless the local government has exercised its discretion by granting development approval after advertising the application in accordance with Clause 64 of the deemed provisions.

Application

The proposed Family Day Care is intended to run through YMCA as a registered provider. Family Day Care is a recognised childcare service that provides education and care in a home setting. Family Day Care is able to accommodate children from birth to 12 years of age and is restricted to a maximum of 7 children.

The proposed Family Day Care intends to have one educator (the Applicant), with no other employees required. There is an intention to have 5 children at any one time, however up to 7 may be accommodated, 3 of which will be age 5 or older.

The Applicant has detailed the proposed opening hours to be as follows:

Monday	7:30am to 5:30pm
Tuesday	7:30am to 2:30pm
Wednesday	7:30am to 5:30pm
Thursday	7:30am to 2:30pm
Friday	7:30am to 5:30pm

The existing games room in the house is proposed to be used as a designated playroom. This room adjoins the kitchen and has directed access to the backyard, separated from both areas by sliding doors. This space will be used for playing, eating and sleeping. This room will be the primary space for the children and they will only be allowed access to the toilet and bathroom as needed, this will ensure minimal disturbance to the other residents at the property.

Children will have access to the backyard, including the 8.5m x 5m patio, where there will be outdoor toys and equipment. Access to the backyard is proposed only after 9am to prevent disruption to neighbouring properties, there will be no side access for the children on either side of the house to maximise privacy to the neighbours. Front access will only be permitted from planned or regular outings under strict supervision from the Applicant or parents at arrival and departure.

Parents will be required to supply their child with a packed lunch, however morning and afternoon tea will be provided by the family day care, including items such as fruit, sandwiches, crackers and rice cakes etc.

Driveway parking will be available for parents/ guardians, which can accommodate two large cars or 3 smaller cars, with one being able to park to the side closest to the fence. This is additional to the garage parking used for residents. A map will be provided to parents with information on where to park and prohibited parking areas to ensure they are not parking on verges or neighbouring properties. From experience, drop off and pick up times are usually difference from family to family creating staged arrival and departure times allowing for minimal disruption and parking issues.

There is no signage proposed at this stage. An additional waste service may be required but this will be determined once operation commences.

The Applicant will be seeking a separate approval from YMCA and the Department of Communities for the Family Day Care, upon successfully obtaining Shire approval.

The Applicant has detailed in their covering letter that there is a significant demand for child care in Collie, with waitlists at the currently operating centres. YMCA have provided a further letter of support for the proposal, following an inspection of the property (refer Appendix 13.1.C).

Statutory and Policy Implications:Local Planning Scheme No. 6

Part 3- 16. Zones- Residential

- To provide for a range of housing and a choice of residential densities to meet the needs of the community.
- To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.
- To provide for a range of non-residential uses which are compatible with and complementary to residential development.

17. Zoning Table- Family Day Care- "A" use in the Residential Zone.

Division 2, Cl.40- Family Day Care definition:

"Means a premise where a family day care service as defined in the Education and Care Services National Law (Western Australia) is provided."

Schedule 1- Carparking Requirement

Family Day Care:

"In addition to bays required by the R-Codes, 1 bay for every 4 children, plus one bay per employee."

Budget Implications:

Nil

Communications Requirements: (Policy No. CS1.7)

The Application was required to be advertised due to being an 'A' use under LPS6. The application was advertised from 2 to 17 August 2023, to 7 adjoining and nearby properties.

As detailed in Appendix 13.1.D, two submissions were received during the advertising period, one supporting to and one objecting to the proposal. The objection was based on issues

relating to traffic and parking, noise and site suitability. Officer's responses to the issues raised have been detailed in the Appendix.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	3	Our Built Environment
Objective:	3.2	Sound land planning and building strategies and schemes

Relevant Precedents:

N/A

Comment:

Local Planning Scheme No.6 (LPS6)

The proposal is consistent with the definition of Family Day Care under LPS6. The proposal is also consistent with the objectives of the Residential zone, which allows for a range of non-residential uses, where they are compatible and complementary to residential development. The proposed Family Day Care does not require any modifications to the existing dwelling and will be contained within the dwelling and the enclosed backyard. The scale and number of children is consistent with that of a family day care and is limited by there only being one employee on the site.

The requirement for parking under LPS6 has been met, with 2 car parking spaces (1 bay for every 4 children and 1 bay per employee), in addition to the 2 provided in the garage of the dwelling, for the use of the development. Management of the use of this parking and drop-off and pick-ups will need to be managed on an ongoing basis to ensure compliance.

Impacts

The issues raised can be appropriately managed through conditions, considering the relatively small scale of the proposal. The noise generated by the proposed development is unlikely to exceed acceptable levels as stipulated by the Noise Regulations, due to the small scale of the proposal and monitored outside activity times. It is recommended this be managed further through conditions and an operational management plan.

The proposal meets the requirements for parking and access under LPS6. The development should however be managed to ensure staggered drop-off and pick-up times are organised and within the designated operating hours. Management of drop-off and pick-ups also needs to be undertaken to ensure no parking occurs on the verge or neighbouring properties.

Further Approvals

The proposed development will also require registration as a food premise, as food will be provided at the premises, as well as the provision of food supplied by parents. This will involve an application and inspection by the Shire's Environmental Health Officer prior to operation.

This proposal will also require further licencing and approvals through the Department of Communities and YMCA.

Conclusion

The objections raised during the advertising period are valid issues relating to this proposal. It is determined that these issues and impacts can however be managed through conditions and an operational management plan implemented by the operator/ Applicant. Where the conditions and operational management plan are not complied with, this can be dealt with through compliance action.

Family Day Care land uses are commonly occurring in Residential zoned areas, as they are of an appropriate scale for in-home care to be provided. Additionally, there is a need for childcare service provision in Collie, as anecdotally there is a shortage in Collie. The addition of the service will allow more families to return to work and access care for their children.

It is recommended that the application be approved, subject to the conditions detailed in the recommendation section of this report.

Cr Italiano entered the room at the 7.11pm.

8. CONFIRMATION OF THE PREVIOUS MEETINGS OF COUNCIL MINUTES

8.1 Ordinary Council Meeting – 8 August 2023

Officer's Recommendation/Council Decision:		Resolution: 9250	
Moved:	Cr Italiano	Seconded:	Cr Faries
<i>That Council confirms the Minutes of the Ordinary Meeting of Council held on 8 August 2023.</i>			
			Carried: 9/0
For:	<i>Cr Stanley, Cr Miffing, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White</i>		
Against:	<i>Nil</i>		

8.2 Special Council Meeting – 29 August 2023

Officer's Recommendation/Council Decision:		Resolution: 9251	
Moved:	Cr Italiano	Seconded:	Cr Faries
<i>That Council confirms the Minutes of the Special Meeting of Council held on 29 August 2023.</i>			
			Carried:9/0
For:	<i>Cr Stanley, Cr Miffing, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White</i>		
Against:	<i>Nil</i>		

9. BUSINESS ARISING FROM THE PREVIOUS MINUTES

Nil

10. RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL

10.1 Community Safety and Wellbeing Committee Meeting – 31 August 2023

Officer's Recommendation/Council Decision:		Resolution: 9252	
Moved:	Cr White	Seconded:	Cr Smith
<i>That Council receives the Minutes of the Community Safety and Wellbeing Committee Meeting held on 31 August 2023.</i>			
			Carried: 9/0
For:	<i>Cr Stanley, Cr Miffing, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White</i>		
Against:	<i>Nil</i>		

11. CEO REPORTS

Cr Italiano declared an impartiality interest in item 11.1.

11.1 Request for Agreement In Principle – Museum Development	
Reporting Department:	Chief Executive Office
Reporting Officer:	Stuart Devenish – Chief Executive Officer
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation:	<i>Local Government Act 1995</i>
File Number:	CMG/268
Appendices:	Appendix 11.1.A – Coalfields Museum Development Concept Plans, 1 June 2023
Voting Requirement:	Simple Majority

Officer's Recommendation/Council Decision:		Resolution: 9253	
Moved:	Cr Kearney	Seconded:	Cr Hansen
<i>That the Council resolve to advise the Coalfields Museum and Historical Research Centre Inc (CMHRC) that:</i>			
<ol style="list-style-type: none"> 1. <i>the Shire agrees in principle to the development concepts set out at Appendix 11.1.A for 161 Throssell Street, Collie;</i> 2. <i>final approval to proceed with development will be subject to:</i> <ol style="list-style-type: none"> a) <i>plan details meeting any statutory planning, building or other requirements; and</i> b) <i>Council's further consideration of intended business arrangements including capital raising and the ongoing asset renewal and operational costs.</i> 			
			Carried: 9/0
For:	<i>Cr Stanley, Cr Miffing, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White</i>		
Against:	<i>Nil</i>		

Background:

The Coalfields Museum and Historical Research Centre Inc (CMHRC) leases land at 161 Throssell Street, Collie (Lot 1260; Reserve 20038) from the Shire of Collie. The peppercorn lease, with options extends to 30 June 2028. The site contains the historical buildings of the 1900 and 1930 Road Board offices and is 1,698m².

Popularity of the museum and increasing opportunity for new accessions to the collection has led to ambition for expansion. The museum has been evaluating opportunities for new or additional display areas. This has led to the preparation of development concepts for the current site. These concepts are included at Appendix 11.1.A, and show a proposed reception area, garage and two enclosed museum spaces of 196m² and 198m² respectively.

By letter dated 18 August 2023, the CMHRC is seeking Council's agreement in principle to a development concept for the museum site. Council's agreement would assist the CMHRC is making approaches for funding to assist with next steps for the project.

Statutory and Policy Implications:

Nil

Budget Implications:

Capital, operational and asset maintenance cost considerations are central to the project.

Communications Requirements: (Policy No. CS 1.7)

N/A

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	2	Our Economy
Objective:	2.2	Tourism and promotion and attractions
Strategic Priority	2.2.3	To plan for a new cultural and heritage museum to celebrate Collie's unique history.

Relevant Precedents:

Development of leased property is considered on a case-by-case basis.

Comment:

A museum provides benefit to the community through:

- a tangible record of Collie's history for current and future generations;
- an acknowledgement of Collie's heritage, assisting new residents and visitors understanding of the story of Collie;
- education for students; and
- an attraction that encourages visitation to Collie and consequent economic benefits to the town.

Recognising these benefits, the adopted Strategic Community Plan supports the planning for a facility that will adequately capture Collie's culture and heritage. The set out of the concept plan prepared by the CMHRC are suitable to the site, and will retain the prominence of the Road Board offices which itself has heritage significance.

Having regard for the points above, it is appropriate to advise CMHRC of the Shire's agreement in principle to the development concept.

It should be further noted that the Council will be required to make the final decision to approve any development. This decision will necessarily consider project feasibility having regard for financial viability. Factors in this regard include the source of capital, capacity to meet asset renewal requirements and viability to sustain ongoing operational costs. It is expected these matters would be addressed through a Business Plan prepared by CMHRC and submitted to Council for consideration.

12. CORPORATE SERVICES REPORTS

12.1 Accounts Paid – August 2023	
Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Nicole Wasmann – Director Corporate Services
Legislation:	<i>Local Government Act 1995 & Financial Management Regulations 1996</i>
File Number:	FIN/024
Appendices:	Appendix 12.1.A – Accounts Paid – August 2023
Voting Requirement	Simple Majority

Report Purpose

To present the accounts paid during the month of August 2023.

Officer's Recommendation/Council Decision:		Resolution: 9254	
Moved:	Cr Scoffern	Seconded:	Cr Faries
<p><i>That Council accepts the Accounts as presented in Appendix 12.1.A being vouchers 41935 - 41937 totalling \$155.02 and direct payments totalling \$1,122,377.12 authorised and paid in August 2023.</i></p>			
			Carried: 9/0
For:	<i>Cr Stanley, Cr Miffing, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White</i>		
Against:	<i>Nil</i>		

Background:

In accordance with Delegation 2.2.21- payments from the Municipal or Trust Funds adopted by Council on 8 August 2023, the Chief Executive Officer is authorised to incur expenditure in accordance with the Annual Budget provisions and limited over-expenditure subject to subsequent budget amendment. In doing so, section 13 of the *Financial Management*

Regulations 1996 is to be adhered to with a list of accounts for approval to be presented to the Council each month.

Month	2023/24		
	Cheques	Electronic Transfer	Total Payment
July	919.23	1,640,941.51	1,641,860.74
August	155.02	1,122,377.12	1,122,532.14

Statutory and Policy Implications:

WA Local Government Act 1995

Financial Management Regulations 1996

Council Policy CS3.7 relates to the payment of creditors, and in particular item 5.0 which relates to the presentation of accounts paid. A list of all accounts paid shall be presented to Council within two months. The list shall comprise of details as prescribed in the *Local Government Financial Management Regulations 1996*.

Budget Implications:

All liabilities settled have been in accordance with the Annual Budget provisions.

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

N/A

Comment:

For a detailed listing of payments see Appendix 12.1.A.

Please raise any queries prior the meeting to enable questions to be investigated and a response prepared.

12.2 Financial Management Report – July 2023

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Nicole Wasmann – Director Corporate Services
Legislation:	<i>Local Government Act 1995 & Financial Management Regulations 1996</i>
File Number:	FIN/024
Appendices:	Appendix 12.2.A – Financial Report – July 2023
Voting Requirement	Simple Majority

Report Purpose

To provide a summary of the financial position for the Shire of Collie for the month ending July 2023.

Officer's Recommendation/Council Decision:

Resolution: 9255

Moved: Cr Italiano

Seconded:

Cr Miffling

That Council resolve to accept the Financial Management Report for July 2023 as presented in Appendix 12.2.A.

Carried : 9/0

For: Cr Stanley, Cr Miffling, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White

Against: Nil

Background:

In accordance with Council policy and the provisions of the *Local Government Act 1995*, the Financial Report and budget amendments required for the end of the period is presented to Council for information. Refer to Appendix 12.2.A.

Statutory and Policy Implications:

Section 34 (1) (a) of the *Local Government (Financial Management) Regulations 1996* states that a Local Government is to prepare monthly statement of financial activity including annual budget estimates; budget estimates to the end of the month to which the statement relates; actual amounts of expenditure, revenue and income to the end of the month to which the statement relates, material variances between monthly budget and actual figures, and net current assets on a monthly basis.

In accordance with section 34(5) of the *Local Government (Financial Management) Regulations 1996* each year a local government is to adopt a percentage or value to be used in statements of financial activity for reporting material variances. In this case, the Shire of Collie has adopted the material variance of 10% or \$10,000, whichever is greater, for reporting variations to the 2023/24 Budget in the monthly statement of financial activity reported to Council.

In accordance with section 6.8 of the *Local Government Act 1995*, a local government is not to incur expenditure, not included in the annual budget for an additional purpose unless the expenditure is (b) authorised in advance by absolute majority.

Budget Implications:

Nil

Communications Requirements: (Policy No. CS1.7)

Nil

Strategic Community Plan/Corporate Business Plan Implications:

Nil

Relevant Precedents:

N/A

Comment:

The financial statements provided in Appendix 12.2.A reports on the following information for the reporting period:

- Rate Setting Statement by Nature and Type
- Material Variances
- Statement of Financial Positions
- Cash and Investments
- Receivables & Payables
- Capital Projects
- Other Projects
- Budget Amendments

Commentary for the material variances identified is included in Appendix 12.2.A.

Cr Italiano declared an impartiality interest in item 12.3.

12.3 CSRFF – Application for Funding Collie Golf Club – Reticulation	
Reporting Department:	Corporate Services
Reporting Officer:	Nicole Wasmann – Director Corporate Services
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation	Nil.
File Number:	RCS/004
Appendices:	Nil
Voting Requirement	Simple Majority

Officer's Recommendation/Council Decision:		Resolution: 9256	
Moved:	Cr Hansen	Seconded:	Cr Faries
<p><i>That the Council endorses the application for funding to Department of Local Government Sport and Cultural Industries from the Collie Golf Club Inc. for reticulation.</i></p>			
			Carried: 9/0
For:	<p><i>Cr Stanley, Cr Miffling, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White</i></p>		
Against:	<p><i>Nil</i></p>		

Background:

The Department of Local Government Sport and Culture Industries (DLGSCI), Community Sport and Recreation Facilities Fund (CSRFF) provides financial assistance to community groups and local government authorities to develop infrastructure for sport and recreation.

The annual and forward planning round of the program provides funding for project costs exceeding \$500,000. The maximum grant offered is one third of the total estimated project cost (excluding GST) up to a maximum grant of \$2.5 million.

Council endorsement of applications is required. Where more than one application is received by a local government, local governments are required to rank the applications.

The Shire of Collie has received one application for this funding round from the Collie Golf Club Inc. seeking funding to support the replacement of their irrigation system.

Total estimated project cost \$900,000

Funded from:

CSRFF	\$ 269,875
Bendigo Bank	\$ 50,000
Borrowings	\$ 580,125

Council previously considered this project in July 2023, when the Council resolved to support an application from the Collie Golf Club Inc. for a self supporting loan up to the value of \$600,000.

The loan application considered by Council proposed that the Golf Club would contribute up to \$150,000 cash towards the project costs. Should the CSRFF application be successful, it is the Golf Club's intention to reduce the amount of borrowings identified in the application by available funds, which they believe will be in the order of \$150,000 plus the funding from the Bendigo Bank. The funding from the Bendigo Bank is confirmed, however it is conditional on DLGSCI funding, and all other necessary funding, being secured and the grant being used as an offset against any loan funds proposed to be raised by the Shire of Collie.

Statutory and Policy Implications:

There are no relevant policies or legislation.

Budget Implications:

The self supporting loan has been included in the current budget.

There are no further financial implications for the Shire.

Communications Requirements: (Policy No. CS 1.7)

Nil.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	1	Our Community
Outcome:	1.1	Community health, safety and wellbeing.

Relevant Precedents:

The Shire of Collie has previously endorsed a number CSRFF applications including the Collie Racing Driver's Association, Collie Soccer Club, Collie Swim Club, Collie BMX Club, and the Collie Golf Club.

The Collie Golf Club has had previous funding through CSRFF.

Council has previously endorsed this project through supporting the request for the self supporting loan.

Comment:

The Council's support of the Collie Golf Club's CSRFF application for reticulation upgrade will enable the application to proceed.

The application is based on the information provided to Council when the self-supporting loan was considered, though as noted under the background, the Club previously committed to contributing \$150,000 cash. Should the application to CSRFF be successful, Shire staff will liaise with Golf Club to ascertain the Club's financial capacity to reduce the amount to be borrowed prior to finalising the loan arrangements. A copy of the full grant application has not been included as an attachment to the agenda, however it is available on request.

13. DEVELOPMENT SERVICES REPORTS

Item 13.1 was brought forward due to interest by attending persons.

14. TECHNICAL SERVICES REPORTS

Cr Stanley declared an impartiality interest in item 14.1.

14.1 RoadWise Council	
Reporting Department:	Technical Services
Reporting Officer:	Craig Yardley – Director Technical Services
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation:	<i>Local Government Act 1995</i>
File Number:	RSK/032
Appendices:	14.2.A – Shire of Collie Crash Trends 14.2.B – RoadWise – The Safe System Approach
Voting Requirement:	Simple Majority

Officer's Recommendation/Council Decision:		Resolution: 9257	
Moved:	Cr Smith	Seconded:	Cr Miffling
<p><i>That the Council resolve to accept WALGA's invitation to register the Shire of Collie as a RoadWise Council.</i></p>			
			Carried: 9/0
For:	<p><i>Cr Stanley, Cr Miffling, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White</i></p>		
Against:	<p><i>Nil</i></p>		

Background:

Correspondence has been received from WALGA inviting the Shire of Collie to sign up to a new road safety initiative and register as a RoadWise Council.

The new RoadWise Councils Framework informs the approach WALGA's road safety team takes in supporting Local Governments in working towards delivering best practice road safety. The Framework considers the key elements which determine the level of safety of the road transport system within the context of Local Governments. The Safe System is a holistic approach to road safety and recognised worldwide as best practice road safety. It's focused on the principles that people make mistakes, and the human body can only tolerate so much force before harm occurs. The system looks at opportunities to create a road network that is forgiving if people make mistakes so that crashes don't result in death or serious injury. And all parts of the system work together, which includes the infrastructure, speed, vehicles, and people. It is key to note that the safe system approach looks at preventing crashes which result in death or serious injuries, crashes may still occur but the severity of these will be significantly reduced under the system to more likely result in property damage only rather than a serious injury.

To register, Local Governments can accept the invitation by providing a Council resolution or a written declaration of commitment to road safety and nominating at least two personnel (Officers and/or Elected Members) to be the primary point of contact for road safety matters.

Statutory and Policy Implications:

Road authorities owe all road users a duty of care and must do what is reasonable to be aware of deficiencies in the road transport system, to assess and prioritise them, and have a system for remedying them.

Source – (Austroads (2021). Guide to Road Safety Part 1: Introduction and the Safe System. <https://austroads.com.au/publications/road-safety/agrs01>)

Participation in the RoadWise initiative may be reflected in future Council policies relating to road design and management.

Budget Implications:

There are no budget implications to register as a RoadWise Council.

Communications Requirements: (Policy No. CS 1.7)

Some initiatives or outcomes may require community consultation which will occur when and if required.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	3	Our Built Environment
Objective:	3.1	Safe and well-maintained shire owned facilities and infrastructure

Relevant Precedents:

Nil.

Comment:

The RoadWise Recognised aspect of being a RoadWise Council provides formal recognition for, and enables benchmarking and monitoring of road safety management, actions and interventions. RoadWise Recognised will assist Local Governments with continuous improvement in road safety actions and outcomes through regular support, monitoring and sharing of information.

The benefits for Local Governments that register as RoadWise Councils include:

- use of the RoadWise logo,
- priority access to WALGA’s road safety services and products,
- exclusive quarterly meetings and support from a Road Safety Advisor,
- priority access to participate in WALGA’s road safety policy development, training, professional development forums and knowledge-sharing workshops offered by WALGA,
- access to incentives and sponsored programs, and
- participation in the new RoadWise Recognized initiative.

Participation in the RoadWise initiative is recommended accordingly.

14.2 Appointment of Contractor – Mungalup Road Bridge Repairs	
Reporting Department:	Technical Services
Reporting Officer:	Craig Yardley – Director Technical Services
Accountable Manager:	Stuart Devenish – Chief Executive Officer
Legislation:	<i>Local Government Act 1995</i>
File Number:	RDS/006
Appendices:	Confidential distributed under separate cover
Voting Requirement:	Simple Majority

Officer's Recommendation/Council Decision:		Resolution: 9258	
Moved:	Cr Italiano	Seconded:	Cr Faries
<p><i>That the Council resolve to accept the quote for emergency repairs to Mungalup Bridge (Bridge #3523) from Timber Insights subject to the project being approved under the Local Roads and Community Infrastructure Program Phase 4.</i></p>			
			Carried: 9/0
For:	<p><i>Cr Stanley, Cr Miffing, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White</i></p>		
Against:	<p><i>Nil</i></p>		

Background:

In March 2023, Main Roads WA (MRWA) undertook an inspection of the Mungalup Road bridge. The inspection found damage/deterioration of Pier 2 Pile 3, a critical component of the bridge, posing an imminent safety risk. This led to the need to immediately close access to north-east bound traffic and divert all heavy vehicles. Traffic management arrangements were immediately put in place to enable the bridge to remain open as a single lane only.

Works required to restore the bridge include repair of a pier and pile which are critical structural components of the bridge. The compromised section is shown below.



Following acceptance by MRWA for remedial works, quotes were requested from MRWA approved contractors. Two quotes were received which are distributed to Councillors under separate confidential cover.

Statutory and Policy Implications:

In accordance with Council's purchasing policy, procurement in excess of \$100,000 is to be undertaken by a public tender process.

On this occasion a public tender process has not been undertaken due to the urgency of the repair works and the limited number of Main Roads Western Australia (MRWA) approved contactors.

In accordance with the *Local Government (Functions and General) Regulations 1996* tenders do not have to be publicly invited unless the consideration under the contract is, or is expected to be more, than \$250,000.

Budget Implications:

The 2023/24 Budget includes an allocation of \$205,000 for the Mungalup Road Bridge works. Funding identified in the budget includes 2/3 from MRWA and 1/3 from the Federal Government's Local Road and Community Infrastructure (LRCI) Program phase 4b.

In accordance with the LRCI guidelines, the Shire is unable to proceed with the project until project nominations have been approved by the Department. The works schedule has been submitted and approval is anticipated within four to six weeks.

Communications Requirements: (Policy No. CS 1.7)

Upon confirmation of the project's commencement date, extensive communication of the impending works will be carried out, ensuring that all relevant stakeholders are advised of the future disruptions and the associated safety measures.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	3	Our Built Environment
Objective:	3.1	Safe and well-maintained shire owned facilities and infrastructure

Relevant Precedents:

Nil.

Comment:

The urgency for intervention is stressed by MRWA's comprehensive Level 2 bridge inspection of Mungalup Bridge, which unearthed significant structural concerns. This Level 2 Condition Assessment enables the assessment of a bridge's condition and early detection of any damage or deterioration that may pose a safety hazard. All bridges within the Shire of Collie are the responsibility of the Shire of Collie but MRWA provides guidance and instruction of repair parameters and specifications as most Local Governments lack specialised bridge/structural engineers.

The unique nature of this circumstance dictates the engagement of MRWA-endorsed contractors, given their specialised expertise in rectifying complex structural issues. An exhaustive RFQ process ensued, with only three of the seven contractors expressing interest

and competence to complete the project within the stipulated timeline. Given the intricacies of the task, the rehabilitation solution necessitated intensive structural evaluations and environmental impact assessments, emphasising the pursuit of sustainable repair methodologies.

The anticipated financial costs are \$212,787.08, encompassing various components such as propping solutions, labour, inspections, traffic management, materials, and ancillary expenditures. The anticipated timeframe for project completion is 60 days, reflecting the concerted efforts to effectuate a prompt and comprehensive resolution.

Considering the imminent threat to public safety and the critical importance of preserving essential infrastructure assets, it is important that the Council consider and endorse the deviation from the standard purchasing policy to allow an appointment of a contractor without the need for open public tender. This deviation, while atypical, is justified due to the urgent nature of the situation and the limited pool of companies accredited by MRWA for such specialised emergency repairs.

14.3 Proposed Road Widening – Christie Street, Collie	
Reporting Department:	Technical Services
Reporting Officer:	Michael Sewell – Technical Officer
Accountable Manager:	Craig Yardley – Director Technical Services
Legislation:	<i>Local Government Act 1995</i>
File Number:	RDSO300
Appendices:	14.3.A – Proposed Land Resumption - 13 Christie Street, Collie
Voting Requirement:	Simple Majority

Officer's Recommendation/Council Decision:		Resolution: 9259
Moved:	Cr Miffling	Cr Kearney
<p><i>That the Council resolve to authorise necessary actions to widen the road reserve adjacent lot 1173; 16 Christie Street, Collie.</i></p>		
		Carried: 9/0
For:	<i>Cr Stanley, Cr Miffling, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White</i>	
Against:	<i>Nil</i>	

Background:

Mr Julian Hart contacted the Shire to enquire about the encroachments onto his newly purchased property. The property, with a street address of 16 Christie Street also fronts Paull Street.

In response to the approach from the owner, the Shire undertook a survey which revealed a pathway and utility service (Telstra cable) passing through private property. The alignment of

the road pavement at Paull Street also brings the kerb line close to private property leaving insufficient verge width adjacent 16 Christie Street. It is understood the circumstance has arisen from works undertaken around 25 years ago.

Appendix 14.3.A identifies the boundaries of 13 Christie Street in relation to the road pavement and pathway.

The owner has indicated a willingness to sell the whole of the property to the Shire. The preferred alternative is for the Shire to acquire a triangular portion of the lot (41.7m²) to form part of the road reserve. This would create a regular road reserve alignment at this location, create sufficient verge width and bring the pathway and service into the road reserve. An option of realigning the road and footpath is not viable.

Steps involved in resolving the matter include:

- Engaging a licenced land survey to prepare survey and title drawings
- Confirm land valuation and establish agreement with the owner
- Engaging a conveyancer to facilitate land transactions
- Request the Minister for Lands to dedicate land as road reserve

Statutory and Policy Implications:

Land Administration Act 1997 Dedication of land as Road.

- Undertaken pursuant to Section 56 of the *Land Administration Act 1997*
- (LAA) and Regulation 8 of the *Land Administration Regulations 1998* (LAR)
 - Part 10 — Compensation
 - Division 1 — Persons entitled to compensation.

Budget Implications:

It is proposed to meet costs to widen the road reserve through the road maintenance budget allocation, with a view to supplementing this allocation through mid-year budget review.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	3	Our Built Environment
Objective:	3.1	Safe and well-maintained shire owned facilities and infrastructure

Relevant Precedents:

The *Land Administration Act 1997* sets out procedures for dedicating land for road reserve where required.

Comment:

It is recommended that Council authorise all steps necessary to rectify a long-standing anomaly, regularise the road reserve alignment and avoid encroachments onto private property.

15. MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN

Elected Members have the ability to submit notices of motion between meetings and up to a time prescribed in standing orders before a meeting.

15.1 Acknowledgement of Country	
Reporting Department:	Corporate Services
Legislation:	<i>Local Government Act 1995</i>
File Number:	RCS/004
Appendices:	Nil
Voting Requirement:	Simple Majority

Report Purpose:

For Council to give consideration to adopting a policy to establish appropriate and consistent recognition and acknowledgement of the Wilman People as the Traditional Custodians of the land on which the Shire of Collie is situated

Notice of Motion

Cr Scoffern has provided prior notice of her intention to move the following motion.

That Council develop and adopt a policy to:

- provide direction and guidance to Councillors and officers of the Shire of Collie as to when Welcome to and Acknowledgement of Country should be included at meetings and functions; and
- ensure that an Acknowledgement of Country is included on the Shire website and in significant corporate documents and publications.

Council Decision:

Resolution: 9260

Moved: Cr Scoffern

Seconded:

Cr Smith

That Council review and amend Policy CS 4.6:

- provide direction and guidance to Councillors and officers of the Shire of Collie as to when Welcome to and Acknowledgement of Country should be included at meetings and functions; and
- ensure that an Acknowledgement of Country is included on the Shire website and in significant corporate documents and publications.

Carried: 9/0

For: Cr Stanley, Cr Miffing, Cr Scoffern, Cr Faries, Cr Hansen, Cr Smith, Cr Kearney, Cr Italiano, Cr White

Against: Nil

Officer's Report**Background**

Cr Scoffern has given notice of her intention to move a motion so as to allow for Council to have Acknowledgement of Country of the local Wilman people

- at the start of Ordinary Meetings of Council and all Council Committees;
- in Shire of Collie Council minutes;
- on the Shire of Collie Website; and
- on the Shire of Collie Strategic Plan.

Cr Scoffern has provided the following examples of wording which could be used and included in a policy:

- on the website and official council minutes

The Shire of Collie acknowledges we are on Wilman Boodja, whose ancestors and their descendants are the traditional owners of this country.

- at council meetings:

The Shire of Collie acknowledges the custodians of this land we meet on today, the Wilman people of the Nyoongar nation and pay our respects to past, present and emerging.

Many local governments and other organisations recognise and acknowledge the traditional custodians of the land.

The land on which the Shire of Collie sits is traditionally the land of the Wilman people, one of the fourteen different language groups that comprise the Noongar nation. The Shire of Collie lies within the Gnaala Karla Booja Indigenous Land Use Agreement Area and is the traditional home to the Wilman Noongar dialectical group.

Among other duties, the South West Aboriginal Land and Sea Council (SWALSC) advances and strengthens Noongar culture, language, heritage and society. According to the SWALSC; "A Welcome to Country ceremony gives traditional owners, the Noongar peoples, the opportunity to formally welcome people to their land. This ceremony should be undertaken by Elders acknowledged as such by their family and community. An Acknowledgement of Country is a way that non-Aboriginal people can show respect for Noongar heritage and the ongoing relationship of traditional owners of the land. The Chair of the meeting, or the principal speaker begins the meeting by acknowledging that the meeting is taking place in the country of the traditional owners." The SWALSC produces a Noongar Protocols document which outlines how organisations can give recognition to the first people of the south west region of Australia.

Should Council support the motion, it is intended that a draft policy be developed for formal adoption at a future meeting of Council.

Statutory and Policy Implications:

Local Government Act 1995

Budget Implications:

Nil

Communications Requirements:

If a draft policy is to be developed, consultation with local aboriginal people and relevant organisations will be undertaken.

Strategic Community Plan/Corporate Business Plan Implications:

STRATEGIC COMMUNITY PLAN – ADOPTED DECEMBER 2022		
GOAL:	1	Our Community
Outcome:	1.2	Community connection, engagement and participation

Comment:

A number of local governments have adopted formal policies to establish clear protocols for Welcome to and Acknowledgement of Country at meetings and events.

The Council currently does not have a policy relating to this matter. A formal policy would provide clear guidance to elected members, officers and the public as to what protocols are in place at the Shire of Collie.

16. QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN

Members have the ability to submit notices of questions between meetings and up to a time prescribed in standing orders before a meeting.

Responses to questions asked at the last Ordinary Council Meeting, for which an answer has not been provided, are listed below:

Nil.

17. URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION

18. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS

Cr Scoffern

- 29 August - Attended the Special Council Meeting
- 31 August - CSAW
- 5 September - Attended a breakfast meeting with board members of Gnaala Karla Boodja Aboriginal Corporation and local traditional owners
- 7 september – Festiv Arty

Cr Faries

- 5 September - Attended a breakfast meeting with board members of Gnaala Karla Boodja Aboriginal Corporation and local traditional owners
- 7 September - Festiv Arty

Cr Smith -

- 9 August - District Health Advisory Council meeting
- 15 August - Celebrating Collie Forum - Koolinup Emergency Services
- 22 August - Just Transition Sub Group Meetings
- 23 August - Visitor Centre Meeting
- 25 August - Christmas Decorations Working Group Meeting

- 31 August – District Health Advisory Council Accommodation Meeting
- 31 August - Community Safety and Wellbeing Committee Meeting
- 5 September - Dwellingup Famil
- 8 September - Futures Fund Meeting
- 12 September - Council Meeting

Cr Sarah Stanley

- 17 September - Presented to a Rotary inter club meeting along with local member Jodie Hanns and CEO Stuart Devenish on Collie's Just Transition efforts. Representatives were present from Bunbury, Harvey and Donnybrook.
- 22 September - Presented to a group of Synergy's emerging female leaders and their mentors along with local member Jodie Hanns.
- 5 September - Attended a breakfast meeting with board members of Gnaala Karla Boodja Aboriginal Corporation and local traditional owners.
- 6 September - Attended the launch of the Lost and Found festival at Bunbury Regional Art Galleries in Bunbury
- 7 September - Met with representatives of a potential energy proponent

Cr Ian Miffling

- 9 August - attended (along with Cr Smith) a DHAC (District Health Advisory Committee) meeting at the Collie hospital and apart from the usual health related reports there was a short discussion regarding accommodation for health-related personnel in Collie. The meeting Chair terminated the meeting and suggested a separate meeting just for Collie DHAC members be convened to further discuss the matter. A further meeting was in fact held on 31st August at which all options for future accommodation were discussed (including what to do about the old/obsolete nurses quarters) – no commitments were forthcoming but there will be on-going dialogue on the matter
- 9 August - attended a meeting of Council's House Panel
- 25 August - deputised for Cr Stanley at the South West Zone of WA Local Government Association meeting in Nannup accompanied by the Director of Corporate Services Mrs Wasman who was deputising for CEO Mr Devenish
- 5th September - attended the 'Famil' to Dwellingup along with a number of other Collie representatives to view and listen to the experiences of Dwellingup (Shire of Murray) experiences on their Trail Town developments. This was an excellent experience as well organised by Tourism WA and others and hopefully a return 'Famil' to Collie can be organised in the future for representatives from Dwellingup (Shire of Murray) to see what is happening in the Collie area
- 12 September - deputised for Cr Stanley at the Sandakan Memorial Service in Boyup Brook and as facilitated by the Shire of Boyup Brook.

Mr Stuart Devenish

- 15 August – attended a 'Celebrating Collie Workshop' facilitated by the Collie Delivery Unit.
- 17 August – along with the local Member and Shire President, presented to Rotary inter club meeting on Collie's Just Transition
- 5 September: Attended a breakfast meeting with board members of Gnaala Karla Boodja Aboriginal Corporation and local traditional owners

- 7 September – attended the Festivarty Opening 2023 at the Collie Art Gallery
- 12 September – met with prospective operators of a flight training school at Collie airport

19. STATUS REPORT ON COUNCIL RESOLUTIONS

Summary reports on the status of Council's resolutions are:

- 'Closed Since Last Meeting' at Appendix 19.1.A
- 'All Open' at Appendix 19.1.B

20. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

Nil.

21. CLOSE

The Shire President declared the meeting closed at 7.37 pm.



Shire of
Collie

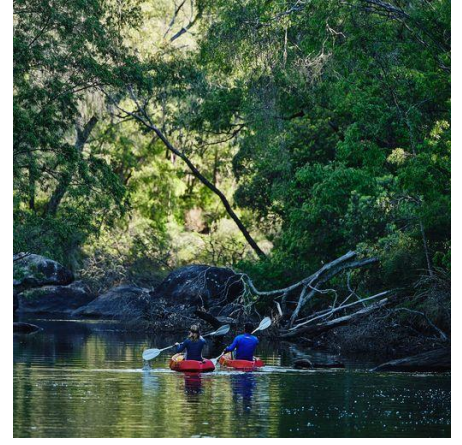
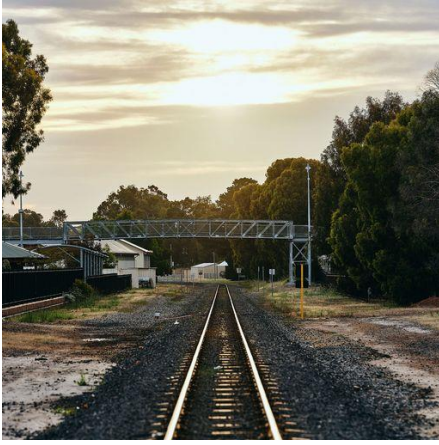
MINUTES

for the

SPECIAL MEETING OF COUNCIL

held on

Wednesday, 12 April 2023



Our Vision

Collie - *A progressive community, rich in opportunities and as diverse as its heritage and landscape.*

Our Values

The core values at the heart of the Council's commitment to the community are:

Integrity

Transparency

Accountability

Collaboration

Respect

Our Commitment to Community

We will *lead the delivery of our vision*

We will *support local business wherever possible*

We will *consult and engage with our community on issues that affect them*

We will *encourage, welcome and value feedback*

We will *encourage, support and advocate for our community*

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6.	CLOSE.....	7

Minutes for the Special Meeting of the Collie Shire Council which were held in Council Chambers, 87 Throssell Street Collie, on Wednesday 12 April 2023 and commenced at 5:00pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

PRESENT:	Sarah Stanley	Councillor (Presiding Member)
	Ian Miffling OAM JP	Councillor (Deputy Member)
	John Kearney	Councillor
	Joe Italiano	Councillor
	Michelle Smith	Councillor
	Gary Faries	Councillor
	Elysia Harverson	Councillor
	Brett Hansen	Councillor
	Brent White	Councillor
	Leonie Scoffern	Councillor
	Stuart Devenish	Chief Executive Officer
	Matthew Young	Director Development Services
	Sue Mearns	Executive Assistant

APOLOGY: Rebecca Woods Councillor

PRESS: Nola Green

GALLERY: Russell Tierney
Anthony Rowe (Via Teleconference)

1.1 Councillors granted Leave of Absence at previous meeting/s

Cr Woods was granted Leave of Absence at the Ordinary Council Meeting held 14 March 2023.

2. PUBLIC QUESTION TIME

A 15 minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them.

Nil

3. DISCLOSURE OF FINANCIAL INTEREST

Councillors in attendance at meetings must disclose to the meeting any Agenda items upon which they have a Financial Interest. Section 5.65 of the *Local Government Act 1995* requires Councillors to: a) give written notification of a financial Interest before the meeting; or b) at the meeting immediately before the particular matter is discussed (notification can be given verbally).

A Disclosure of Financial Interest Form is attached to this Agenda (immediately behind the Index) and can be used by Councillors for disclosure purposes - simply tear out and hand to the Chief Executive Officer. Additional forms will always be available at Council/Committee meetings.

Should Councillors be unsure on Disclosure of Financial Interest matters, further clarification can be obtained by reading Sections 5.53 to 5.59 inclusive of the Act.

Councillor/Staff	Agenda Item	Disclosure
Cr Sarah Stanley	Item 5.1 – Yourdamung Road	Impartial – Owns and operates a business in the same industry

4. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Members of the public invited by the Chairperson may address the meeting after Standing Orders have been suspended.

Nil

Council Decision: <i>That Council suspend Standing Orders.</i>	Resolution: 9177
Moved: Cr Hansen	Seconded: Cr White
	CARRIED: 10/0

Standing Orders were suspended to allow for discussion on Item 5.1.

Council Decision: <i>That Council resume Standing Orders.</i>	Resolution: 9178
Moved: Cr Hansen	Seconded: Cr Kearney
	CARRIED: 10/0

5. REPORT

Cr Stanley had declared an impartial interest at Item 5.1.

5.1 Section 31 Reconsideration- Review of refusal decision and revised application for Tourist Development and retrospective approval for various buildings - Lot 2826, No. 708 Yourdamung Road, Palmer	
Reporting Department:	Development Services
Legislation	<i>State Administrative Tribunal Act 2004 Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015</i>
File Number:	A3405

<p>Appendices:</p>	<p>Appendix 5.A – Unconfirmed minute extract - Item 13.5, OCM 11 April 2023 Appendix 5.B Location Plan Appendix 5.C Development Application Report and Site Plan Appendix 5.D Amended Bushfire Management Plan and Bushfire Evacuation Plan Appendix 5.E DFES Advice and Applicant Response Appendix 5.F Shire CESH Advice Appendix 5.G Draft Motion of Approval</p>
<p>Voting Requirement:</p>	<p>Simple Majority</p>

Report Purpose

For Council to reconsider its refusal decision and an amended Application for Development Approval comprising retrospective approval for Tourist Development, including proposed expansion of facilities for the management of the development and on-site facilities for guests, retrospective approval for 7 free-standing pagodas, proposed Camping Ground and proposed Assembly Building / shelter / multi-use space at Lot 2826, No. 708 Yourdamung Road, Palmer, as directed by the State Administrative Tribunal.

Officer’s Recommendation

That Council reconsiders the amended Development Application as directed by the section 31 State Administration Tribunal direction and resolves to:

1. *Refuse the Application for Development Approval for retrospective approval for Tourist Development, including proposed expansion of facilities for the management of the development and on-site facilities for guests, retrospective approval for 7 free-standing pagodas, proposed Camping Ground and proposed Assembly Building/ Shelter/Multi-Use Space at Lot 2826, No. 708 Yourdamung Road, Palmer for the following reasons:*
 - a) *The performance principles contained within State Planning Policy 3.7- Planning in Bushfire Prone Areas and Element 5 of Guidelines for Planning in Bushfire Prone Areas have not been achieved/demonstrated for the proposed development as the bushfire hazard cannot be reduced to an acceptable level through the implementation of the Bushfire Management Plan.*
 - b) *The proposed on-site shelter does not demonstrate compliance with the ABCB Design and Construction of Community Bushfire Refuges Handbook (2014).*
 - c) *The Bushfire Risk Management Plan and Bushfire Emergency Evacuation Plan do not establish a suitable basis on which a decision maker can confidently approve the development.*
 - d) *Pursuant to clause 67(q) and (r) of the Planning and Development (Local Planning Schemes) Regulations 2015, the land is unsuitable for the proposed development as it creates a possible risk to human life and safety due to the risk of bushfire.*
2. *Advise the State Administrative Tribunal and the Applicant of the Council’s decision accordingly.*
3. *Advise the owner of Lot 2826 Yourdamung Road, Palmer of the obligation to immediately bring all activities on site in-line with the existing approval, and that actions will be taken to prosecute if required to achieve compliance.*

Alternative Motion**Resolution: 9179****Moved: Cr Hansen****Seconded:****Cr Harverson***That Council:***A** *Resolve to set aside the Officer's Recommendation for the following reasons:*

- 1. Council considered the expert opinion of the applicants qualified and accredited professional Anthony Rowe BPAD L3, Principal, Envision Bushfire Protection (as opposed to the views of the Department of Fire & Emergency Services (FESA) who are qualified to make comments only and are not accredited bushfire professionals; and*
- 2. In considering the qualified opinion of Mr Anthony Rowe, the Council was satisfied that an appropriate evacuation shelter could be adequately constructed as to accommodate any future bush fire risk.*

B *Reconsider the amended Development Application as directed by the section 31 State Administration Tribunal direction and resolves to approve the amended Application for Development Approval comprising retrospective approval for Tourist Development, including proposed expansion of facilities for the management of the development and on-site facilities for guests, retrospective approval for 7 free-standing pagodas, proposed Camping Ground and proposed Assembly Building / shelter / multi-use space - Lot 2826, No. 708 Yourdamung Road, Palmer, subject to the following conditions:*

- 1. All development shall be in accordance with the approved development plans (attached) which form part of this planning approval.*
- 2. This planning approval will expire if the approved development has not substantially commenced within two (2) years from the date of issue of the approval, or, within any extended period for which the Shire of Collie has granted prior written consent.*
- 3. All works required to satisfy a condition of this approval are required to be installed/constructed and maintained in accordance with the approved plans and conditions of approval for the life of the development.*
- 4. At all times, provision must be made onsite for the storage and collection of garbage and other solid waste. A waste storage and collection area must be graded, drained and screened from public view, and the garbage collected regularly, to the satisfaction of the Shire of Collie. Details to be submitted with the building permit application.*
- 5. Prior to occupation, a report demonstrating 'as constructed' compliance for the bushfire refuge shelter is to be provided by suitably qualified and practicing Fire Engineer, to the satisfaction of the Shire of Collie.*
- 6. Prior to the issuance of Building Permit, the Bushfire Management Plan is to be amended, to the satisfaction of the Shire of Collie.*
- 7. Prior to the issuance of Building Permit, A Bushfire Emergency Evacuation Plan shall be prepared and approved to the satisfaction of the Shire of Collie that is also consistent with the amended Bushfire Management Plan. All measures shall be undertaken prior to occupation and thereafter maintained in accordance with the Bushfire Emergency Evacuation Plan to the satisfaction of the Shire of Collie.*

8. *Prior to the issuance of a Building Permit, all site plans are to be amended to be consistent with the Bushfire Management Plan (as amended) and the Development Application report, to the satisfaction of the Shire of Collie.*
9. *Prior to issuance of Building Permit, the plans for the bushfire refuge shelter are to be certified by a suitably qualified fire engineer to be compliant with the Acceptance Criteria described in the National Construction Code and the ABCB Design and Construction of Community Bushfire Refuges Handbook (2014).*
10. *Prior to occupation, a final inspection of the on-site bushfire shelter must be undertaken by a suitably qualified fire engineer with fire risk assessment expertise, accredited with Engineers Australia. The fire engineer shall provide certification, to the satisfaction of the Shire of Collie, that the works have been completed in accordance with the requirements of the National Construction Code and the ABCB Design and Construction of Community Bushfire Refuges Handbook (2014).*
11. *Prior to occupation of the development, an on-site bushfire shelter maintenance plan must be prepared by a suitably qualified fire engineer with fire risk assessment expertise, accredited with Engineers Australia, and must include:*
 - a) *details of maintenance requirements, and*
 - b) *details of annual testing requirements for operational compliance.*
12. *One month prior to the start of the bushfire season the owner will provide to the Shire of Collie a certification by a suitably qualified fire engineer or bushfire practitioner confirming the compliance of the shelter with the maintenance requirements, and annual testing requirements, and compliance with the Bushfire Management Plan including the Asset Protection Zone (all buildings and equivalent to 10kWm² for the shelter) fire fighting facilities and the Shire Hazard Separation Zone.*
13. *One month prior to the start of the bushfire season the owner will provide to the Shire of Collie, a Statutory declaration, that identifies all the of dates of operation and numbers in attendance for the previous 12 months (period between the reporting to the Shire).*
14. *Prior to issuance of Building Permit, detailed design for the proposed effluent disposal system(s) is to be submitted and implemented, to the specifications and satisfaction of the Shire of Collie.*
15. *The applicant must implement all of the recommendations contained in the Bushfire Management Plan (as amended) approved by the Local Government for the duration of the development, to the satisfaction of the Shire of Collie.*
16. *Prior to the issuance of Building Permit, a Section 70A Notification pursuant to the Transfer of Land Act 1893 must be placed on the titles of all lot, at the full cost of the applicant, alerting landowners to the existence of the approved Bushfire Fire Management Plan and advising landowners of their obligations in respect to the use and ongoing management of the land.*
17. *Prior to occupation, a schedule of modifications detailing modifications and upgrades to existing structures required to ensure compliance with the Building Code of Australia is to be approved and implemented, to the satisfaction of the Shire of Collie.*

Building works identified in the schedule of modifications shall be completed prior to occupation.

Advice

- a) *The Shire of Collie advises that it is a statutory requirement to comply with all conditions of this approval, and not doing so means that the development is not pursuant to the planning permission and is therefore unauthorised development.*
 - b) *This is a Planning Approval and is not a Building Permit. The land use and development of the subject premises is also subject to a separate building permit approval. The developer/ landowner is advised that an application for a Building Permit must be made to and approved by the Local Government before the development and / or use authorised by this Planning Approval can begin. Further information can be obtained from the Shire of Collie's Building Services Department on (08) 9734 9000.*
 - c) *Any additional development which is not in accordance with the original application or conditions of approval, as outlined above, will require further approval by the Shire of Collie.*
 - d) *A separate application for a license under the Caravan Park and Camping Grounds Act 1995 is required.*
 - e) *If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.*
 - f) *If an applicant is aggrieved by this determination, there is a right of review under Part 14 of the Planning and Development Act 2005. An application for review must be lodged with the State Administrative Tribunal within 28 days of the determination.*
 - g) *A Dial Before You Dig enquiry will assist you in determining if your proposed works are impacted by any existing or proposed underground pipes & cables in the immediate vicinity. Complete a Dial Before You Dig enquiry by visiting www.1100.com.au, calling 1100 or downloading the mobile application.*
- C** *Advise the owner of Lot 2826 Yourdamung Road, Palmer of the obligation to immediately cease all activities outside of previous approvals until the terms of this approval are satisfied, and that actions will be taken to prosecute if required to achieve compliance.*

THE ALTERNATIVE MOTION BECAME THE SUBSTANTIVE MOTION WHICH WAS PUT AND CARRIED: 10/0

Background:

At its meeting on 11 April 2023, Council considered a revised application for a tourist development and retrospective application for various buildings at Yourdamung Road, Palmer. A copy of the report along with associated appendices as presented to this meeting are included as appendices to this report.

At its meeting on 11 April 2023, Council resolved as follows:

Defer consideration of the matter to a Special Council Meeting on 12 April 2023, commencing at 5.00pm.

The resolution to refer the matter to a Special Meeting of Council was to allow Elected Members to consider a proposed suggestion to the meeting that the application could be conditionally approved.

Comment:

Council, at its last decision on this matter resolved on 14 December 2021 (Motion 8795) to *'defer a decision on the matter, work with the proponent, relevant agencies to try to come to favourable outcome and report back to Council'*. Officers have worked with the Applicant and agencies as required by Council. In the officer's opinion, the critical elements of mitigating bushfire risk are not sufficiently demonstrated. On this basis, the Officer recommendation is to refuse the application.

Should Council adopt the Officer recommendation of refusal, the matter will be addressed by the State Administrative Tribunal via the current application for review (RD 6/2022 – Tierney v Shire of Collie). It is expected the Applicant would wish the matter to be determined through a formal hearing of the Tribunal.

Should an Elected Member wish to move a motion of approval, draft wording is included at Appendix 5.G. The conditions and advice notes have been referred to Envision Bushfire Protection Anthony Rowe for review and are agreed by Mr Rowe.

As the alternative motion at Appendix 5.G is a significant departure from the Officer recommendation, written reason for the departure is required by *Local Government (Administration) Regulations 1996* (r11 refers).

In the event the application is refused, the owner will be instructed to cease all unlawful activity and bring matters into compliance with the Building Code of Australia and development approvals. Failing this, prosecution actions would need to be pursued to bring about compliance. An additional part has been added to the Officer recommendation to this effect.

Should the application be approved, the owner will similarly be instructed to cease all unlawful activity until the terms of an approval are satisfied and all matters brought into compliance. Failing this also, prosecution actions will need to be considered to ensure a safe and satisfactory situation exists at the property.

6. CLOSE

The President declared the meeting closed at 5.30pm.



Shire of
Collie

Minutes

of the

Bush Fires Advisory Committee

Wednesday 6th September 2023

MINUTES

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1. **OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE**

The meeting was declared opened by the Chair at 6.55pm.

Appointed Members

Matt Young	Director Development Services (Via TEAMS)
Kohdy Flynn	Community Emergency Services Manager (Chairman)
Julian Martin	Chief Bush Fire Control Officer
Neil Waywood	FCO Collie Burn Cardiff BFB
Alex Price	FCO Preston Road BFB
Michael Hart	FCO Harris River BFB
Tristan Gulvin	FCO Williams Road BFB
Terry Hunter	FCO Shire of Collie
Ricky Southgate	DFES SW

Invited Guests

Phil Bartolo	FCO Collie Preston BFB
Kathy Miller	Captain Collie burn Cardiff BFB
Peter Woodman	Captain Collie Preston BFB
Steven Melvin	Captain Worsley BFB
Rick Kenyon	Lieutenant Allanson BFB
Greg Hodgson	Forrest Products Commission

Other Attendees

Melissa Howard	Bushfire Risk Management Coordinator
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Apologies

Darren Robinson	Captain Allanson BFB
Craig Martin	Captain Williams Road BFB
Leigh O'Connor	Senior Shire Ranger
Shaun Partyka	Community Shire Ranger
Brett Hansen	Shire Councillor
Allan Madgwick	DFES
Graeme Genev	FCO Worsley BFB
Shane Hickson	Collie VFRS

Other attendance related matters:

- 1.1 Members granted Leave of Absence at previous meeting/s.
Nil
- 1.2 Members requesting Leave of Absence for future Meetings.
Nil
- 1.3 Members who are applying for Leave of Absence for this Meeting
Nil

2. **PUBLIC QUESTION TIME**

Nil

3. **RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

4. **DISCLOSURE OF FINANCIAL INTEREST**

Nil

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

5.1 Presentation by the Bushfire Risk Management Coordinator, Melissa Howard who provided an overview of the successful treatments included in the 2023/24 Mitigation Activity Fund (MAF) program. The program includes 34 treatments throughout the Shire totalling \$296,180 in funding that has been awarded. This year's program has been focused on Shire managed tenure within the townsite to reduce the risk that fire poses to the community and its assets. Included in the successful treatments are 3 gate ways, 7 prescribed burns, 11 fire access tracks and 13 mechanical thinning treatments. Attached to the minutes is the comprehensive list of areas that have been identified for mitigation and the treatment options.

6. CONFIRMATION OF THE PREVIOUS MINUTES

The Minutes of the 13th April 2022 meeting are provided as attached for confirmation

Recommendation:

MOVED: Julian Martin

SECONDED: Alex Price

That the Minutes of the Bush Fire Advisory Committee meeting held on Wednesday 13th April 2022 be confirmed as a true and correct record of the meeting.

CARRIED

7. BUSINESS ARISING

Nil

8. OFFICER REPORTS

8.1 Appointment of Fire Control Officers

Reporting Department:	Development Services
Reporting Officer:	Kohdy Flynn
Accountable Manager:	Matt Young
Legislation:	<i>Bush Fires Act 1954</i>
File Number:	N/A
Appendices:	N/A
Voting Requirement	Simple Majority

Report Purpose:

The appointment and endorsement of Fire Control Officers for the 2023/2024 Bushfire season for the Shire of Collie in accordance with the *Bush Fires Act 1954*.

Recommendation:

MOVED: Julian Martin

SECONDED: Michael Hart

That the Committee recommend that Council resolve to appoint the following personnel and Shire staff to the positions of Fire Control Officer and Fire Weather Officer for the 2023/24 Bushfire season in accordance with the *Bush Fire Act 1954*.

**Julian Martin - Chief BFCO & Deputy Fire Weather Officer
Kohdy Flynn - Deputy Chief BFCO & Chief Fire Weather Officer
Alex Price – Collie Preston
Graham Genev – Worsley
Michael Hart – Harris River
Neil Waywood – Collieburn Cardiff
Phillip Bartolo – Collie Preston
Tristan Gulvin – Williams Road
Terry Hunter – Shire of Collie
Shane Hickson – Shire of Collie VFRS
Melissa Howard – Shire of Collie BRMC
Leigh O’connor – Shire of Collie Senior Ranger
Shaun Partyka – Shire of Collie Community Ranger**

CARRIED

Background:

The Shire is required under the *Bush Fires Act* to appoint Fire Control Officers (FCO). An FCO is a delegated representative of the Shire of Collie for the administration of the provisions under the *Bush Fires Act 1954*. The position is required to perform active operational duties involving bushfire suppression, fire prevention strategies, incident management and the issuing of permits to burn. The role of an FCO forms an integral position within the structure of a brigade and forms a professional image for the brigade’s and the Shire within the field of emergency management. The position helps shapes a supportive environment as well as acting as a leader for all volunteer members.

Statutory and Policy Implications:

N/A

Budget Implications:

N/A.

Communications Requirements: (Policy No. CS 1.7)

The FCO position falls vacant annually at each brigade Annual General Meeting. Nominations are called for and then voted in by the attending members of the brigade.

Strategic Plan Implications:

Strategic Priority 1.1.2: To improve our emergency management planning in terms of prevention, preparedness, response and recovery capabilities.

Relevant Precedents:

N/A

Comment:

The 2023/24 list of officers includes two new positions consisting of Shaun Partyka, Shire Community Ranger and Melissa Howard, Bushfire Risk Management Coordinator. Once all roles have been endorsed all officers will receive official notification and the appointments will be advertised in the Government Gazette and local paper as required under the Act.

8.2 Appointment of Brigade Office Bearers

Reporting Department:	Development Services
Reporting Officer:	Kohdy Flynn
Accountable Manager:	Matt Young
Legislation:	<i>Bush Fires Act 1954</i>
File Number:	N/A
Appendices:	Appendices 1 – 6 Bushfire Brigade Minutes
Voting Requirement:	Simple Majority

Report Purpose:

The endorsement of Bush Fire Brigade Officers for the Shire of Collie in accordance with the *Bush Fires Act 1954*.

Recommendation:

MOVED: Terry Hunter

SECONDED: Michael Hart

That the Committee recommend that Council resolve to endorse the officers elected to the Shire of Collie Bushfire Brigades as stated in the 2023 Annual General Meeting minutes of the six brigades within the Shire.

CARRIED

Background:

The Shire is required under the Bush Fires Act 1954 to annually endorse the Bush Fires Brigade Officers for the effective operation and administration of each Volunteer Bush Fire Brigade.

Statutory and Policy Implications:

N/A

Budget Implications:

N/A

Communications Requirements: (Policy No. CS 1.7)

Strategic Plan Implications:

Strategic Priority 1.1.2: To improve our emergency management planning in terms of prevention, preparedness, response and recovery capabilities.

Relevant Precedents:

N/A

Comment:

Office bearers form an important role for the effective operation and management of each brigade. Office bearers are to be nominated and voted in by brigade members at their respective AGM's each year. Office bearer positions shall include as a minimum a Captain, Lieutenants, Secretary, Treasurer, Training Officer, and an Equipment Officer. It should be noted brigades may choose to appoint other positions in additions to those mentioned.

8.3 Dissolution of the Williams Road Bushfire Brigade

Reporting Department:	Development Services
Reporting Officer:	Kohdy Flynn
Accountable Manager:	Matt Young
Legislation:	<i>Bush Fires Act 1954</i>
File Number:	N/A
Appendices:	Appendices 1 Williams Road AGM Minutes
Voting Requirement:	Simple Majority

Report Purpose:

To prepare and support the Williams Road Bushfire Brigade in its decision to dissolve the brigade.

Recommendation:

MOVED: Terry Hunter

SECONDED: Michael Hart

That the Committee notify Council of the decision made and recommend to Council to support the decision to dissolve the Williams Road Bush Fire Brigade.

CARRIED

Background:

The Williams Road Bushfire Brigade was formed approximately 60 years ago in the 1960s and up until recently was predominantly a farmer response brigade.

The Williams Road response area covers over 1,000 square kilometres, within the response zone sits 2 coal fired power stations, critical water pumping stations, significant private and State-owned plantations, the Collie Hills accommodation village and two newly proposed battery storage facilities which equate to some of the biggest projects currently underway in the Southwest.

In 2015 the Williams Road locality and indeed the northern parameters of the Collie Shire was threatened by the large-scale Lower Hotham Fires, this event put several rural properties under direct threat seeing the Williams Road community defending their assets mostly with small slip-on fire units. After the threat had passed a dedicated local with the

assistance of the brigade members taken it upon themselves to advocate for a fire appliance to be allocated for the Williams Road Bushfire Brigade. This seen a local resource company donate an operational light tanker that they were disposing of to the brigade. This donation saw membership within the brigade increase and seen the transition of the brigade from farmer response only to the brigade responding to fires across the Shire and the Southwest region.

It was realised that the brigade needed a building of their own to hold meetings, conduct training and effectively run the brigade. The Shire secured a suitable “shovel ready” site and allocated funding for preliminary site works and with the support of the DFES Southwest Region advocated and applied for a standalone building to be funded via the Local Government Grants Scheme (LGGGS) unfortunately despite many attempts for funding the building has been refused via the LGGGS board.

Statutory and Policy Implications:

N/A

Budget Implications:

N/A

Communication Requirements: (Policy No CS 1.7)

Strategic Plan Implications:

Strategic Priority 1.1.2: To improve our emergency management planning in terms of prevention, preparedness, response and recovery capabilities.

Comment:

Refusal to fund the building has had a detrimental effect on the brigade and its members. The complexities surrounding a regular place to meet and conduct regular training has ultimately led to the demise of the brigade. At the brigade’s 2023 annual general meeting the future of the brigade was raised and discussed at length.

A motion was moved and unanimously carried by the presiding members to dissolve the brigade and re-allocate all of its assets to the remaining Collie Shire bushfire brigades.

On the completion of the dissolution process, all of the current Williams Road brigade office bearers and appointments will cease to exist. Some members wished to remain as an active volunteer within the Shire and expressed an interest in transferring their membership to other brigades.

Notification will be given to the DFES Southwest Region operational staff for their awareness. Existing DFES response plans will be altered and/or redeveloped to ensure the Williams Road area is effectively covered by all means practical by the remaining Shire brigades.

8.4 Reallocation of the Williams Road Appliance's and Assets

Reporting Department:	Development Services
Reporting Officer:	Kohdy Flynn
Accountable Manager:	Matt Young
Legislation:	<i>Bush Fires Act 1954</i>
File Number:	N/A
Appendices:	N/A
Voting Requirement:	Simple Majority

Report Purpose:

To reallocate and relocate the Williams Road 1.4 Fire Appliance, Williams Road Light Tanker Fire Appliance and the Williams Road Pump Trailer to the remaining brigades within the Collie Shire.

Recommendation:

MOVED: Alex Price

SECONDED: Phil Bartolo

That the Committee recommend that Council resolve to approve the decision made on the relocation of the Williams Road Bushfire Brigade appliances and assets as set out in the report.

CARRIED

Background:

As part of the process of the dissolution of the Williams Road Fire Brigade is the relocation of the brigade's appliances and associated equipment. The Brigade assets consist of the Williams Road 1.4 Appliance, (donated) Williams Road Light Tanker and the Williams Road Pump Trailer. The 1.4 appliance is funded under the LGGs, all cost associated with this appliance are covered by the annual operational grant. The Light Tanker was donated to the brigade in 2015 therefore is not funded by the operational grant, however cost associated with licencing, basic maintenance and insurance have been and will continue to be covered by the Shire. The pump trailer is currently licenced, with its registration being paid for by Collie Volunteer Fire and Rescue.

Statutory and Policy Implication:

N/A

Budget Implications:

There will be a minor cost for the rebranding and re naming of appliances, however this will not have any budget implications as the cost will be covered by the annual operational grant.

Communication Requirements: (Policy No CS 1.7)

Strategic Plan Implications:

Strategic Priority 1.1.2: To improve our emergency management planning in terms of prevention, preparedness, response and recovery capabilities.

Relevant Precedence:

N/A

Comment:

It is proposed that the 1.4 appliance be relocated to the Harris River Bushfire Brigade. The Harris River Brigade has experienced significant growth in their membership in last 12 months, the allocation the 1.4 will better support the brigade and enable a higher number of members to turn out given the appliance can seat a crew of four. Upon an initial review of the brigade response areas, it is likely that the Harris River brigade will encompass most of the Williams Road's response zone, the marginally additional capacity of the 1.4 would slightly increase the Harris River brigades capacity in being able to respond to that area.

As the Harris River station only has current capacity to house one appliance, this decision would leave the Harris River Light Tanker seeking suitable housing at another brigade. To cover the immediate response gap that was experienced in the Williams Road area the 1.4 was originally reallocated from the Collie Burn Cardiff Brigade that also has a 4.4 appliance. It is proposed that the Harris River Light Tanker be repositioned to the Collie Burn Cardiff Brigade to better support and back up the current Cardiff 4.4.

Although the Williams Road Light Taker is not a funded appliance under the DFES operational grant, it is still recognised as a fire response vehicle and is sufficiently set up to DFES standards to be able to be used on the fire ground, this vehicle could be sufficiently housed at the Collie Preston Brigade and either used as an active operational vehicle by the brigade or as a control vehicle by any brigade or member during incidents.

It is intended that the pump trailer's registration will be signed over to the Shire from Collie Volunteer Fire and Rescue to continue to pay for the registration, if this trailer is deemed excess to the brigades needs in the future, the Shire may consider disposing of the trailer. There is currently a suitable Shire storage facility that the trailer can be housed at.

Feedback and comments from the committee are sought on the outlined proposal.

8.5 Reallocation of the Williams Road Brigade Finances

Reporting Department:	Development Services
Reporting Officer:	Kohdy Flynn
Accountable Manager:	Matt Young
Legislation:	<i>Bush Fires Act 1954</i>
File Number:	N/A
Appendices:	N/A
Voting Requirement:	Simple Majority

Report Purpose:

To allocate the remaining funds held in the Williams Road Brigade operational bank accounts to the remaining bushfire brigades within Shire of Collie.

Recommendation:

MOVED: Kohdy Flynn

SECONDED: Phil Bartolo

That the committee supports the decision made to distribute the remaining funds of the Williams Road Bush Fire Brigades operational bank accounts to be evenly distributed to the remaining bush fire brigades within the Shire of Collie.

CARRIED

Background:

Upon the dissolution of the Williams Road Brigade, the brigade's operational banking and petty cash accounts currently held with Bendigo bank will need to be cancelled, resulting in the remaining funds in the accounts needing to be extracted.

Statutory and Policy Implication:

N/A

Budget Implications:

N/A

Communication Requirements: (Policy No CS 1.7)

N/A

Strategic Plan Implications:

Strategic Priority 1.1.2: To improve our emergency management planning in terms of prevention, preparedness, response and recovery capabilities.

Relevant Precedence:

N/A

Comment:

At the AGM of the brigade, a motion was moved to have the remaining funds in the Williams Road Brigade banking account evenly distributed between the remaining five brigades, this motion was unanimously carried. The remaining funds in the petty cash account will be reimbursed to the Shire of Collie

8.6 Reallocation of the Williams Road Building Reserve Funding

Reporting Department:	Development Services
Reporting Officer:	Kohdy Flynn
Accountable Manager:	Matt Young
Legislation:	<i>Bush Fires Act 1954</i>
File Number:	N/A
Appendices:	N/A
Voting Requirement:	Simple Majority

Report Purpose:

To reallocate the funding currently reserved for preliminary site works for the Williams Road Brigade building.

Recommendation:

MOVED: Julian Martin

SECONDED: Alex Price

That the Committee recommend that Council resolve to approve the reallocation of the building reserve fund consisting of \$30,000, be reallocated for purpose of the servicing and maintenance cost of the donated Light Tanker Fire Appliance.

CARRIED

Background:

As part of the application process the Shire had made to LGGs for the funding of a brigade building, it was a requirement of the Shire to allocate funding to cover the cost associated with preliminary site works. In the event the building was approved, a \$30,000 reserve had been allocated each year in the Shires budget. This funding will no longer be required for the Williams Road building application.

The donated Light Tanker is not eligible under the normal operational grant via LGGs for any expenditure for such things as servicing, maintenance, or licencing cost, this has always been a cost to the Shire. The lack of funding has resulted in the appliance lacking sufficient

annual servicing and being deemed unfit for the fire ground due to potentially putting members lives at risk by operating ill maintained equipment.

Statutory and Policy Implication:

N/A

Budget Implications:

N/A

Communication Requirements: (Policy No CS 1.7)

N/A

Strategic Plan Implications:

Strategic Priority 1.1.2: To improve our emergency management planning in terms of prevention, preparedness, response and recovery capabilities.

Relevant Precedence:

N/A

Comment:

As the light tanker appliance has lacked servicing in the past, it is critical that the appliance is seen to by a reputable service provider prior to the onset of the fire season. It would be expected this initial service would involve a significant amount of work, however once the maintenance has been carried out it will reduce the running and maintenance costs into the future. If this appliance was fully maintained back to an operational standard, it will give the Collie community another fully functional fire appliance and enable the bushfire brigades to more effectively defend our community and its assets from the treat of fire.

It is proposed that the \$30,000 in building funding be reallocated for the sole purpose of carrying out a full service, conduct any maintenance or purchase any equipment needed on the light tanker to DFES specifications. Although no quotes have yet been obtained for the works, comparing last year's servicing cost on similar sized appliances it is expected the full service would cost in the vicinity of \$10,000 to \$15,000. If there are remaining funds, this then could be used to purchase any equipment that is needed for the appliance or replace any items that are out of date or damaged such as burn over blankets or branches.

9.0 Other Reports

9.1 Community Emergency Services Manager Report

Kohdy Flynn, CESM. Full report as attached.

9.2 Department of Biodiversity Conservation and Attractions

No report received.

9.3 Department of Fire and Emergency Services Report

Ricky Southgate, A/District Officer DFES SW. Full report as attached.

9.4 Chief Bush Fire Control Officers Report

Julian Martin, Collie CBFCO.

Joint brigade training exercise that was held over the weekend was ran well and great to see some new members attend the day. Attended the State Chief forum held at the Centre of Excellence, was a worthy forum with a focus on retaining brigade membership, the weekend had some great key speakers. Good to see the brigades are meeting up on a social aspect as this adds to volunteer retainment. Reminder to everyone to respond accordingly to Comms when a callout comes in, will plan to conduct some training surrounding this and initial crews arriving at an incident. Encourage anyone who is thinking of stepping up and to better equip there knowledge, attend further higher level training, succession planning is important throughout the brigades and this season I would encourage anyone to step up to manage jobs with the guidance of more experienced members.

9.5 Ranger Report

No report received. Comment was made that Shaun Partyka was relatively new in town and if anyone has the opportunity, please introduce yourself to him. If any FCO identifies any problematic properties in their area on the lead up to the compliance date for property inspections, please raise the issue and make the Shire aware so these can be actioned on accordingly and in a timely manner.

9.6 Forrest Products Commission

Greg Hodgson, Manager Fire Protection. Full report attached.

10. QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN

11. URGENT BUSINESS APPROVED BY PRESIDING MEMBER OR BY DECISION

12. AGENDA ITEMS WITH PRIOR NOTICE

13. ANNOUNCEMENTS BY PRESIDING MEMBER OR BY DECISION

14. COMMITTEE DOCUMENTS OF INTEREST

15. STATUS REPORT ON COUNCIL RESOLUTIONS

The previous meeting minutes were received by Council at the May 2022 meeting. Motion number 8990 was carried by Council to adopt the recommendations of the Bush Fire Advisory Committee.

16. **GENERAL BUSINESS**

Terry Hunter: Question was raised does the Shire have access to a list of contractors that we can use for an incident, discussion held of the complexities of insurance and contractor's willingness to be involved with live fire activity. As a controlling agency we need to be careful who we are sending in to do works on our behalf as these contractors may not be fire line trained or have appropriate PPE to carry out the job. DBCA and DFES do have a list that we can draw off as we have done in the past, with the exception of one or two contractors, most will need to come from out of town.

To note Western Power do not have an exemption to conduct works in the LG if a HVMB is implemented by the Shire, if DFES have imposed a TFB they do have an exemption to conduct works. It was discussed and agreed that it would always be a priority to allow any works needed to restore power services, however applying to the LG representative for an exemption is the best option as it gives an oversight of what works are being conducted, the location of works and resources that contractors have access to, to safely conduct their duty.

Neil Waywood: Raised the issue of the high number of fires occurring at the Jackson Road skid pad. It was noted this was mainly DBCA tenure in the area, but the brigades are usually first response. There was a proposal some time ago to rip the pad up or close the road off to the public. Kohdy advised he will follow this up with DBCA.

Rick Kenyon: Raised the possibility of the reinstatement of the Booth Street X Lintott Road bridge to improve response times to the Williams Road and Coolangatta industrial estate area and if this could be covered by the MAF funding. It was discussed that MAF would not cover this, the cost would be significant given its location and the complexities the area presents. As it is a gazetted road this may not fall back to the Shire to explore.

Michael Hart: Commented on the substandard conditions of the road verges and Shire managed vacant blocks throughout the Shire and more so in the Harris River area, last year the verges were being mowed by the Shire well after December and into the new year which posed a significant fire threat to the area. Kohdy advised he has worked in with the Shire on this matter previously but will liaise with the Parks and Garden Supervisor on the matter to try and eliminate the issue for this coming season.

Crewing of appliances, if members are crewing other appliances to make up shortfalls in crew numbers, the respective brigade Captains need to be aware if their members are out on jobs, this is critical to monitor fatigue levels and if any other call outs come in. It was agreed that if any member that is not usually a part of that brigade is turning out, his or her captain needs to be notified by way of a phone call. Kohdy will send out correspondence to all brigades.

Kathy Miller: Internet is substandard in the Cardiff/Muja area, this will impact communications if responding to an incident, Telstra has been notified and is aware of the complexities. If a large-scale incident was to occur in the area the Incident Control point would be strategically chosen to provide for the coverage we need to effectively manage the job.

Julain Martin: Reminder to acknowledge comms when a call out comes in, if no contact is made, they keep ringing every minute or so and adds to the complexities of turning appliances out. If you can't crew notify them of this.

Kohdy Flynn: Reminder to raise any contentious issues that arise within the brigades ASAP. We don't need to wait for a meeting to be called to discuss any issues. If any derogatory comments are being made by anyone or comments made towards a brigade, I need to be notified about this for it to be actioned.

After conducting a recent prescribed burn and attending to several fires it has been noted that brigades are turning out without handheld WAERN Radios, this is not only unsafe on the fire ground but frustrating when members are out of their appliances and cannot be contacted. Each appliance has a minimum of one handheld and upon turning out need to ensure its in the appliance. The Shire will purchase some additional batteries for each radio.

17. **CLOSURE OF THE MEETING TO MEMBERS OF THE PUBLIC**

Nil

18. **NEXT MEETING**

The next meeting date is TBA.

19. **CLOSE**

The chair of the meeting, Kohdy Flynn declared the meeting closed at 9:35pm.

Williams Road BFB

AGM Minutes

28/07/22

Julian Martin declared the meeting open at 1805hrs.

Held at Koolinup Emergency Services Centre, Cockie Bend, Collie.

Attendees:

Julian Martin (JM), Craig Martin (CM), Tristan Gulvin (TG), Eric Martin (EM), Phil Uren (PU), Mick Brockwell (MB), Oliver Menezes (OM), Colin Tonkin (CT), Russell Tierny (RT), Greg Sheppard (GS).

Apologies:

Madeleine Menezes (MMe), Liam Donovan (LD), Gary Evans (GE), Murray Mills (MM), Peter Piavanini (PP), Neil Martin (NM), Jarrod Martin (JaM), Dylan Gaynor (DG), Kurt McDermott (KD), Riley Donovan (RD), Lachlan Martin (LM), Harry Winfield (HW), Glyn Yates (GY), Mark Piavanini (MP).

Proxy Votes:

JM for GE

JM for MP

JM for HW

OM for MMe

CM for NM

CM for JaM

LM for RD

LM for LD

New membership/resignations:

Nil.

Guests:

Kohdy Flynn (CESM, DCBFCO)

Life Members of Williams Road and Shire of Collie BFS:

Colin Tonkin for over 50 years service and 35 of which as Williams Road FCO. Colin Started in Harris River Brigade in around 1970 and transferred to the William Road Brigade in 1975. (CESM, DCBFCO)

Phil Uren performed the role of captain for 30 years and has been a member for over.

Previous Minutes:

Adopted: CT and seconded by TG

Adjustment: Change Phil Piavanini to Peter Piavanini in "Apologies".

Matters arising from minutes: Nil

Special Address to the Williams Road Brigade by Julian Martin as Chief Bushfire Control Officer and Williams Road BFB Member

Conversation opened up to members to discuss the situation.

Most members spoke and offered their thoughts on the situation. All were disappointed that the funding for a brigade building had yet again failed. Members acknowledged that the Shire had done everything possible, particularly the vast volumes of work the current and former CESM's had put in and the CESO before them, to support the brigade and the acquisition of brigade building. Members acknowledged that DFES SW Region had been supportive, and their help appreciated.

All members had an opportunity to speak and offered their thoughts. One member asked if going to the media would help. JM advised the member that as BFB Members, we were not authorised to talk to the media on brigade matters. Even as the chief, JM is not authorised to talk to the media on brigade matters.

unless approval is granted for the specific discussion. JM advised that he has approval to talk to the media during fires about fires, and that's it.

Members discussed their concerns that if there was a fire, they couldn't manage their farm on their own. These members were advised that the Shire Resources would still respond, and the same appliances would still roll, the support will still be there from the BFB's, the red trucks when needed, Parks and Wildlife trucks and machines. Some members advised they will transfer to other brigades and stay on

Motion:

EM moved: Williams Road Bushfire Brigade be dissolved.

Seconded: TG

Carried unanimously with all attending members and proxy, voting in favour, 18 votes.

Resources to be considered at the next BFAC.

Light Tanker will go back to the Shire and be reallocated as they see fit.

Trailer licensed to Collie VFRS and JM to talk to Shane Hickson. Will recommend to transfer the trailer ownership and registration to another brigade.

Motion:

JM moved: On dissolution confirmation, all brigade funds of the Williams Road Bushfire Brigade, be redistributed evenly between the remaining active Bushfire Brigades in the Shire of Collie.

Seconded: PU

Carried.

Financial Report:

No expenditure has been made from the savings account or the petty cash.

Credits: One payment for a burn at Roberts Rocks of +\$400 had been paid.

Debts: 12 x \$3 monthly card fees of -\$36.

Balances are as follows:

Savings Account: \$10,920.30

JM noted that both CM and JM remain signatories for the brigade and each had a Mastercard Debit card.

Petty Cash: \$237.80, \$37.80 to be banked and \$200 given back to the shire.

Moved: CT Seconded: CM

Brigade Elections:

Motion: JM moved: All office bearers retain their positions until the brigade is closed.

Seconded: CT

FCO – Tristan Gulvin

Captain: Craig Martin

First Lieutenant: Lachlan Martin

Second Lieutenant: Michael Brockwell

Secretary: Julian Martin

Training Officer: Tristan Gulvin

Appliance Officer: Eric Martin

Carried

FCO/Chiefs Report business and brigade update conducted by JM:

CESM Report by Kohdy Flynn:

The CESM report was not required. However, the CESM encouraged the active members to stay on and join other brigades.

Training:

No Training had occurred.

General Business:

RT brought up the situation that the Yourdamung Retreat needed to be burned. CM advised RT to get a permit and do a ring around. JM advised that if he wanted brigades to do it, there was a fee which had to cover the appliances required and a request form completed at the shire.

MB asked about fire responses versus the changes to the ACHA. JM advised that during the fire response you were exempt, but not knowingly or deliberately damaging items of cultural heritage or significance.

Any waterways in the Shire of Collie were of cultural significance and special care was required not to disturb these areas as much as possible.

JM apologised and stated that he had taken it personally that he could not keep the brigade going and get a brigade building, not through the lack of trying. MB thanked JM requested a round of applause for the work JM had done over the years and the training and knowledge he had shared.

JM declared the meeting closed at 1913hrs.

Thank you to all members who attended the meeting.

Williams Road BFB AGM Address by Julian Martin, Chief Bushfire Control Officer, Former WR BFB FCO, Secretary WR BFB, Firefighter WR BFB - 28/07/23

Williams Road Bushfire Brigade was formed in the mid 1960's approximately 60 years ago.

Information sources trace the first brigade Fire Control Officer to have been Eric Kelly of Oliver's Farm. Upon the sale of the farm in the late 60's, it is believed Henry Martin, my late grandfather, was the FCO for a short fire season or two, until it was taken over by Ned Rees and then Colin Tonkin when he transferred from Harris River Brigade around the mid 1970's.

Colin Tonkin held the role of FCO for over 40 years until it was handed over to me in 2016.

I maintained the FCO role for 6 years and transferred the role of FCO to Tristan Gulvin in 2022 due to the conflicting priorities of being Chief Bushfire Control Officer.

During the 2015 Lower Hotham Fire which burned southwards towards the properties of Palmer, I was with Collie Fire and Rescue tasked with assessing which homes and assets could be protected from the imminent fire front which was approximately 15km wide. I saw a collection of farm style slip on fire units which made up the brigades response capability. The brigade was not resourced to respond to a fire of this magnitude, with a smoke plume which was the most significant and darkest I had seen until that point. Thankfully, while I was there, the winds changed and the threat lifted on the properties.

I went away and had discussions with my employer, South32 about how we could assist that brigade. I assisted the brigade with requesting an "in-kind" donation of a Nissan Patrol Light Tanker which the company was in the process of disposing of.

After the donation of the Light Tanker, I myself joined William Road BFB and I was promptly made the captain, and then the following year, I was made the FCO.

The brigade was elevated from a farm brigade to a rural brigade and all members undertook training and received Personal Protective Clothing and Equipment.

The Williams Road is now the first response to approximately 1,066 square kilometres of the shires 1,685 square kilometres. Its boundaries are the shire borders of Shire of Harvey, Shire of Boddington, Shire of Williams and Shire of West Arthur.

Within this response area, Williams Road BFB provides initial response to 2 Coal Fired Power Stations, significant private and state-owned Blue Gum and Pine Plantation assets, the Bingham Pump Station, the Collie Hills Accommodation village with high occupancy of its 200-bed facility, 2 arterial road bridges critical to agricultural trucking routes to/from Bunbury Port. It is soon to be the initial response to the World's largest Lithium-Ion energy storage battery bank, not WA's largest, not Australia's largest, the world's largest and this facility is being constructed in a high bushfire risk area, with Synergy undertaking plans to build a second facility of a similar size, also in the Williams Road area, again in a high bushfire risk area.

After the brigade received the light tanker, it was immediately quite active. Members, both old and less old, supported good responses and quite a few younger members joined the brigade. During this time conversations started to get a station for the brigade, somewhere to firstly house our appliance to keep it out of the weather and secondly, somewhere to securely store our appliance and equipment. Thirdly and more detrimental to the brigades success, somewhere for our members to undertake training, as well as somewhere to conduct meetings and brigade business.

It is sad that in beginning I was advised that we were not entitled to apply for a station as the light tanker was not ESL funded so ESL funds could not be used to build a station.

It is disappointing that several attempts we applied for, for an ESL funded appliance and a station, were declined.

Then, with new found optimism, chances looked very promising, with a site allocated by the shire for the last 3 years, with an ESL funded appliance that was transferred to the brigade for the last 2 years, our LGGs applications continued to be denied. The latest advice being received that the station was denied again last Thursday, July 20th. The future of the brigade has been set by this wrong decision and there is no sense in appealing the decision as all available funds were allocated. This is the level of regard the State has for our important brigade and the lack of support over the past few years has seen our active members lose interest, lose motivation and go from an active brigade of 24 members to only a handful of members that still respond keeping the brigade going. The ability to bring on new members and keep them interested is hindered.

Personally, I am tired and exhausted at this ridiculous situation. I am tired of telling the story of Williams Road BFB at every BFAC, meeting for the last 7 years, every ROAC the last 6 years, and the hundreds of times I have told the story over the past 8 years, every time I have someone listening that might be able to help. I have told the story so many times, it would be well over the 200 mark, and its embarrassing, peers are sick of hearing about it, and it is likely to now become the death of the brigade.

I welcome to hear your thoughts now, however, allow me to share mine first;

I am not going to stay with Williams Road Brigade, I live in Allanson and live 400m from Allanson Bushfire Brigade. I will be seeking to transfer my membership to this brigade.

I suggest the members in the farming community return to managing their properties and assisting neighbours in times of need. You are entitled to fight fires safely on your land, please do so safely with the training I have provided to you. The bushfire trucks from the shire and Parks and Wildlife if adjoining will still come, you will not be left on your own, the shires bushfire appliances will all remain.

And; to the handful of members still interested in staying on in the bushfire service, keeping the Collie Community and its assets and property safe, that you also transfer to other brigades with-in the shire and continue the good work we do but with a lot more support.

And; a motion is made to the dissolution of Williams Road Brigade.

ALLANSON VOLUNTEER BUSH FIRE BRIGADE

27 Bedlington St Allanson WA 6225

Locked bag 6225 Collie WA 6225

allansonbfb@outlook.com

ABN: 84 990 871 680

Agenda 2022/23 Allanson VBFB Annual General Meeting

Date: 01/07/23

Meeting Opening: 15:11hrs.

Location: Koolingup Emergency Services Centre

1. CALL TO ORDER

Chair: Darren Robinson

Minutes: Danielle Roe

Attendance:

Darren Robinson, Jackie Robinson, Graham Forrest, Kohdy Flynn, Rick Kenyon, Danielle Roe, Michael Currie, Amanda Currie, Keegan Wells, Greg Salter, Heather Salter, Luke Horridge, Natalie Christinger, Bruce Giles, Declan Rochester, Tasman Emmett

Apologies:

Jason Ingarfield, Collin Simmonds, Kym and Aaron King.

New Members:

Bruce Giles, Luke Horridge, Francis Kidman, Brooke Ellery and Tasman Emmett

Proxy Votes:

Nominations opened on 14/6/2023 and closed on 28/6/23 at midnight.

All Proxy votes handed in to Captain or elected member.

2. 2021/22 APPROVAL ON MINUTES FROM PREVIOUS AGM

Moved: Graham Forrest

Seconded: Keegan Wells

3. TREASURER'S REPORT – JACKIE ROBINSON

(See attached document)

Moved: Mike Curry

Seconded: Natalie Christinger

4. CAPTAIN'S REPORT – DARREN ROBINSON

Good afternoon, everyone and thank you for coming. Another year has passed by and things have progressed well with the brigade this financial year. We have attended 58 fires with Allanson Brigade being able to turn out an appliance to every call we have received through out the year. On several occasions we had so many members turn up that we ran out of room in the vehicles, which is a great problem to have. A breakdown of the calls we have attended include:

- 1 x false alarm
- 6 x good intent
- 18 x large bushfires
- 27 x small bushfires
- 3 x vehicle/rubbish fires
- 3 x structural fires

Allanson Brigade is renowned for being one of the more active brigades on the fire ground and we have done a great job in maintaining that reputation. Currently our member list stands at 27 members but we will discuss some non-active members in general business.

In terms of prescribed and paid burns we have been restricted by the cancellation of MAF burns and the Fire Fighter's Union strike stopping most of the DFES burns as well as off course the weather. We went from a long hot summer into a wet winter with only a short period of time for burning. We have been lucky enough to complete a number of tip green waste burns. Thanks to all involved as this created the funds for the station upgrades. Some of those upgrades included:

- Installation of the picture wall with the first round of photos placed in the frames. The aim is to gather more photos in coming years, so keep sending in any great images.
- Completion of the new roller door motors to the front of the station and older units adapted to the rear doors allowing all 4 doors to be motorized.
- Repair and rewiring of the 150K water tank.
- The construction of the patio was completed. A big shout out to all the members involved in getting the ground preparation done for the concrete. There was a lot of dirt moved to accomplish this. Thanks to Keegan for the bobcat, making the job that little bit easier. The concrete is now down and again great job by the crew involved in this. It is hard work laying concrete and especially the drinking beers and watching it dry part. The installation of the side walls has also just been completed. The TV points and antenna have been installed inside and outside the building and the fire pit has been concreted in and is just awaiting final welding. Two outdoor tables and twelve chairs have been purchased and are now on station. The next step will be to get the lighting installed. Hopefully we can get this sorted soon but basically there is nothing stopping us from utilizing the area going forward. I encourage all our members to take the initiative to organize social functions. Utilizing Bart is a great way to communicate any ideas that you may have.

Going forward, works will include the installation of patio lighting, cleanup of the garden area and the re-alignment of station fencing now that the water tank is completed. If any members would like to take the lead on any of these projects, it would be much appreciated.

As mentioned in the Treasurer's report, we have been awarded a grant from the Forestry Products Commission for \$4192.00 which will be for the purchase of 2 x mobile hand-held radios and charging stations and 2 x portable LED light towers with batteries and charger bank. This will allow us to

better communicate and work at night on the fire ground in a safer more professional manner and will be a great addition to our appliances.

Special thanks to Heather Salter who recently ran the radio operator course. Any member of our brigade that feels they would like to hold training or if you have some specific training in mind, please liaise with the Training Coordinator and we can hopefully implement more focused training days.

Also, before I finish, I'd like to make a special mention to Hopper. For anyone who doesn't know, Hopper recently suffered a heart attack and had bypass surgery. Finally, thank you everyone for your continued support and dedication over the past year. It has been a pleasure serving as your Captain and I look forward to the next 12 months.

5. FCO REPORT AND CESM REPORT – KOHDY FLYNN

(see attached document)

Moved: Mick Currie

Seconded: Keegan Wells

6. ELECTION OF COMMITTEE:

All positions are called vacant at this point and elections will be held.

Discuss implementing the role 3rd Lieutenant.

Election of the committee to be by secret ballot. Counting of votes by CESM or CBFCO if present. Each member shall have received a ballot paper including any proxies.

- **Brigade Captain**
Darren Robinson Unopposed
- **1st Lieutenant**
Graham Forrest Unopposed
- **2nd Lieutenant**
Rick Kenyon, Michael Currie, Jason Ingarfield, Keegan Wells, Michael Currie (declined)
Voted in: Rick Kenyon
- **3rd Lieutenant**
Rick Kenyon (awarded 2nd), Michael Currie, Jason Ingarfield, Keegan Wells
Voted in: Keegan Wells

- **Brigade Secretary**
Danielle Roe, Amanda Currie - Declined
Voted in: Danielle Roe
- **Brigade Treasurer**

Jackie Robinson, Tasman Emmett (declined)

Voted in: Jackie Robinson

- **FCO**

Kohdy Flynn and Graham Forrest (declined)

Voted in: Kohdy Flynn Unopposed

- **Training Coordinator**
Jason Ingarfield, Heather Salter, Keegan (decline), Kohdy Flynn (decline), Darren Robinson (declined)

Voted in: Heather Salter

- **Maintenance Officer**
Keegan Wells and Michael Currie

Voted in: Keegan Wells

Moved: Natalie Christenger

Seconded: Greg Salter

7. CHIEF BFCO COMMENTS:

Native Forrest logging- increase of pine plantation in our shire (double the risk) resources to potentially double?? Keep an eye on?

Issue w comms – all brigades deployed instead of just one. Potential issue.

QR code for PPE orders working – tested by Jules

Training – south 32 bushfire model kit RUI – to possibly use as training

Interbrigade appliances

(FEEDBACK) Allanson mature brigade – good leadership & good member base also

8. GENERAL BUSINESS:

- 8.1 Brigade Funds: The Brigade will continue using Bendigo Bank. The card holders will be held by Kohdy Flynn, Graham Forrest and the incoming Treasurer (currently held by Jackie Robinson). Discussion of dissolving the Petty Cash account.
- 8.2 Brigade Uniform: New brigade shirts and jackets. Michael Currie to discuss his progress so far. Petes menswear the cheapest - \$30.00 each, not including embroidery. Still waiting to hear back. 2 options of embroidery – 1) Allanson LOGO on one side or 2) Allanson & bushfire. Soft shell jackets \$56.00 not including embroidery. Final costings to be submitted and opened up to members. Pay in advance ONLY.
- 8.3 Training: One week night or one weekend per month– alternate between months. Joint training with all shire brigades. Truck work would be a good idea. Great for team bonding. Training officers to get together and create a roster. All members open to organising and running training.
- 8.4 Inactive Members: The following members have been inactive for the past 12 months: Alan Bowers (Rover), Elizabeth Heffernan, James Ingarfield, Davis Mathie and Lexis Trinidad. Do members support removal or a letter of intent being sent to these members? Frank Kidman - Rick to discuss with him to query his movements?
- 8.5 WAFES CONFERENCE 2023 – Michael Currie and Darren Robinson will be attending this year.
- 8.6 Roles of captain and lieutenants at station and in appliance.
- 8.7 Captains' dinner/outing and Funds to be approved around \$2000.00 required use \$1000.00 from each Welfare and Debit account? and Worsley camp out – Rick to sus out, will organize a date
- 8.8 Front of 3.4 – to have most experienced in front next to driver & driver pump op – time is crucial!!.
- 8.9 New patio – name after hooper “Hoopers Hideaway, Hoppers Hollow??” Have a day when Hooper is out of hospital to open officially when he is able to.

Moved: Graham Forrest **Seconded:** Bruce Giles

9 OPEN FORUM

Rick – will direct Fencing job etc. Stubbie holders – with old original sign? Get pricing?

Nat – Social important

Keegan – have an inter-brigade training – Kohdy to set a chat with all training officers to make this potentially happen. Burnover drills, more burns etc. Run the same training twice.

Fittings – let Kohdy know what we need (make a list)

Julian to donate his cans to our brigade

Greg – from new member point of view – has had a lot of knowledge and built a lot of confidence.

** pad & lighting near water tank to be put to LGGS (?) – safety hazard,

Kohdy – our 3.4 is in great condition compared to most trucks. Service metals are applied for in September.

Heather – regular training – running some training sessions.

SERVICE MEDALS – Presented by Kohdy

Natalie Christinger (5 YEAR)

Danielle Roe (5 YEAR)

James Ingarfield(5 YEAR)

Graham Forrest(5 YEAR)

Aaron King (10 YEAR)

Kim King (10 YEAR)

Alan Bowers (10 YEAR)

Natalie Christinger (10 YEAR)

Colin Simmonds (Hopper) 15 Years & National Medal

Julian Chief Award – Rick Kenyon

Moved: Jackie Robinson

Seconded: Danielle Roe

Meeting closed: 17:01 hrs.



Minutes of the Collieburn-Cardiff Volunteer Bush Fire Brigade Annual General Meeting held on the 17 June 2023 at the Cardiff Fire Station House.

1 OPENING

Meeting declared open at 10:04am

2 ATTENDANCE:

Kathy Miller	Neil (Drifty) Waywood
Gary Bishop	Isabella Bishop
Cheryl Gibbs	David Gibbs
Jake Miller	Shannon Proudfoot
Judy Waywood	Andrew Visser
Debbie Visser	Trevor Shepherdson
Dennis Ellis-Smith	Ashley Rose Meyer

Apologies (including proxies)

Kohdy Flynn	Greg Miller (proxy: Kathy Miller)
Jim Burgett (proxy: Kathy Miller)	TJ Joss (proxy: Kathy Miller)
Terry Hunter (proxy: Kathy Miller)	Benjamin Hillbrick (proxy: Kathy Miller)
Paul Dent (proxy: Neil Waywood)	

3 PRE-ELECTION OF OFFICERS DISCUSSION:

Captain Kathy Miller thanked all those who have served in positions for the past year and declared all brigade positions vacant and open for nominations.

4 ELECTION OF OFFICERS:

4.1 FIRE CONTROL OFFICER

Moved by: Kathy Miller Seconded by: Trevor Shepherdson That Neil Waywood is recommended as the brigade's Fire Control Officer to the Shire of Collie. <p style="text-align: right;">Carried</p>
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4.2 CAPTAIN: Nominee: Kathy Miller - Carried

Nominated by: Dennis Ellis-Smith Seconded by: Trevor Shepherdson

4.3 SECRETARY/TREASURER: Nominee: Gary Bishop- Carried

Nominated by: Shannon Proudfoot Seconded by: Andrew Visser

4.4 1st LIEUTENANT: Nominee: Trevor Shepherdson – Carried

Nominated by: Shannon Proudfoot Seconded by: Gary Bishop

4.5 2nd LIEUTENANT: Nominee: Shannon Proudfoot - Carried
Nominated by: Trevor Shepherdson Seconded by: Judy Waywood

4.6 TRAINING OFFICER: Nominee: Shannon Proudfoot - Carried
Nominated by: Kathy Miller Seconded by: Trevor Shepherdson

4.7 EQUIPMENT OFFICER: Nominee: Paul Dent - Carried
Nominated by: Dennis Ellis-Smith Seconded by: Kathy Miller

Mr Dennis Ellis-Smith advised that he is resigning from the fire services and this would be his last attendance. Captain Kathy Miller expressed thanks to Dennis for his service. It was noted that Dennis is a founding member of the Collieburn-Cardiff Volunteer Bush Fire Brigade when it started back in the late 1970s.

5 CONFIRMATION OF THE MINUTES OF THE LAST AGM AND SPECIAL LGGS MEETING:

Moved by: Trevor Shepherdson	Seconded by: Shannon Proudfoot
That the minutes of the meetings held by the Collieburn-Cardiff Volunteer Bush Fire Brigade be confirmed;	
<ul style="list-style-type: none">• 2022 AGM held on 9th July 2022• Special LGGS Meeting held on 20 Jan 2023.	
Carried	

6 BUSINESS FROM PREVIOUS MINUTES:

Business arising from the 2022 AGM held on the 9th July 2022.

6.1 PAVING FOR CARDIFF FIRE STATION

Shannon Proudfoot reported she is unable to source funding for the paving. It was decided to seek funding from a different source.

Action: Shannon Proudfoot to provide Gary Bishop with the quote for costs and plans for the proposed paving at the CCVBVB station house.

Action: Gary Bishop to use the information to make community grant submission when called by organisations.

6.2 DASH CAMS FOR TRUCKS

Correspondence from Kohdy Flynn was received regarding Dash Cams in trucks noting it opens a minefield of legalities; regarding privacy surrounding incidents, access to footage and sound recording in the cab, crew privacy and the issue of members refusing to man trucks with dash cam fitted.

It was also noted that taking of photos is also not permitted at incidents without the IC's express permission. Kohdy advised that dash cams will not be allowed in any Shire appliances until further notice.

6.3 MACHINERY OPERATOR REGISTRY

Correspondence from Kohdy Flynn was received regarding members operation of contractor machinery. It was noted Shire/DFES have a list of contractors who we can call upon for machine duties. It is up to the machine owner/contractor who they allow to operate their machines, and to provide insurance cover for the driver and machine.

6.4 “000” CALL OUT NUISANCE

Correspondence from Kohdy Flynn was received regarding nuisance “000” calls. He noted that the problem is rectified and Comcen will automatically send the closest BFB to the incident. At times of high threat periods the Chief or Deputy FCO may turn out most or all the Shire appliances. First on the scene can stand down or request more crews if needed.

6.5 EPAULETS FOR DRESS SHIRTS

Discussion ensued regarding the ordering of epaulets and it was decided to buy them on an ‘as needed’ basis.

6.6 MAINTENANCE AT AIRFIELD

Correspondence from Kohdy Flynn was received regarding Maintenance at the airfield. He noted it is ongoing and a master plan is being developed for its redevelopment, which includes an area for water bombing operations. In the meantime, there is water, ice and an esky in the air conditioned club rooms that can be used.

Business arising from the Special LGGS Meeting held on 20 Jan 2023. At this meeting a list of desirable items was discussed and Kohdy provided advice as to the correct purchasing channels.

Items to be submitted through LGGS applications.

6.7 BORE HOLE AND CASING

Previously it was agreed to install a bore at Cardiff station with LGGS funding. A quote and form was provided to Kohdy Flynn for a groundwater bore and pump and they were submitted for LGGS funding. Correspondence from Kohdy Flynn was received stating that the outcomes of this years’ LGGS application for the bore are still pending.

6.8 TUMBLE CLOTHES DRYER

Previously it was agreed to purchase a clothes dryer with LGGS funding. A quote and form was provided to Kohdy Flynn for LGGS funding.

Action: Gary Bishop to follow up on this item with Kohdy Flynn.

6.9 SUBMERSIBLE PUMP

A quote for the submersible pump for the rainwater tank at the station was provided to Kohdy Flynn along with the required form for this year’s LGGS applications.

Action: Gary Bishop to follow up on this item with Kohdy Flynn.

6.10 FIRE FITTINGS

Previously it was agreed to purchase a set of coupling fittings compatible with every tank, bore, pump and appliance in the district including DPAW, DFES and Shire equipment.

Kohdy previously said that the Shire would pay for these if a list could be provided. Shannon Proudfoot reported that a list of required operational fire fittings was provided to Kohdy Flynn.

Action: Shannon Proudfoot to follow up on the progress of the fittings.

6.11 EPIPENS

Previously it was agreed that the Shire would purchase a set of EpiPens for the Cardiff 4.4 as it was raised that crew members could not always be sure to grab their personal EpiPens when responding quickly to 000 callouts, plus given the remote operations carried out by crews, they could be life-saving devices.

Correspondence from Kohdy Flynn was received stating that Shire did not support the purchase of EpiPens it believes EpiPens are a personnel medical device and should be carried by the potential users, but that he had some spare funding and would now look at purchasing some.

6.12 FAST FILL FOOT VALVE

Previously it was agreed that the Shire would purchase a fast fill foot valve for the pump trailer.

Correspondence from Kohdy Flynn was received regarding the purchase of a fast fill foot valve. It was reported that a LGGs submission is in for the purchase of a Suction Strainer that incorporates a fast fill foot valve. If approved and when it arrives, each brigade should try it and assess it.

6.13 VEHICLE RECOVERY KITS

Previously it was agreed that the Shire would purchase a vehicle recovery kit to replace the one removed from the Cardiff 4.4 appliance by the previous CESM.

It was reported that the Shire has since decided that additional Vehicle Recovery Kits are not required and not worthy of LGGs funding.

Discussion ensued and it was decided that the brigade would purchase from their own funds.

Action: Shannon Proudfoot to purchase one from Brigade funds.

Action: Gary Bishop to arrange payment for the Vehicle Recovery Kit.

6.14 STATION PATIO

It was previously noted that the Station Patio Project was not eligible for LGGs Funding.

A quote was obtained for a new patio.

Discussion ensued and it was decided to prepare a Station Patio Project submission that could be quickly lodged when community grant applications are called for by organisations.

Action: David Gibbs to pass the quote for the Station Patio Project (purchase and installing) to Gary Bishop.

Action: Gary Bishop to prepare a grant application and submit it when the opportunity arises.

Items to be purchased from brigade funds

6.15 EMERGENCY FOOD SUPPLIES AND FOLDING CHAIRS

Kathy Miller reported that emergency food supplies and a number of folding chairs have been purchased.

6.16 CHAINSAW FOR THE 4.4 UNIT

Quote for a chainsaw was tabled and accepted. It was agreed to also include the purchase of a chainsaw storage/travel box and appropriate personnel protective equipment (helmet with visor, earmuffs and chaps).

Action: Neil Waywood to purchases a chainsaw and the appropriate PPE and accessories.

Action: Gary Bishop to reimbursement Neil Waywood for the purchase.

6.17 BLOWER-VAC FOR STATION

Quote for a Blower-Vac was tabled and accepted.

Action: Neil Waywood to purchase a Blower-Vac.

Action: Gary Bishop to reimbursement Neil Waywood for the purchase.

7 GENERAL BUSINESS:

7.1 CAPTAIN'S REPORT (see attachment)

Kathy Miller reported on the previous fire season noting 94 brigade activities which included 60 turnouts to fires with 8 members logging over 10 turnouts each, and a further 17 members attending an event or otherwise contributing at least once in the previous 12 months. Kathy noted that we were unable to turnout to two fire calls due to lack of licensed truck driver availability on those occasions, but we manned appliances for all the rest. Kathy thanked all who contributed to the readiness and actions of the brigade in any way.

Kathy tabled the brigade activity log, noting the discrepancy with DFES records was because not all the brigade events logged are reported via DFES IRS systems.

The Captains report and log are appended to the minutes.

7.2 TREASURERS REPORT (see treasurers report attachment)

Gary Bishop reported on the brigade's finances noting;

Opening Balance	\$22,688.13
Closing Balance	\$26,133.74
Outstanding Credit	\$1,199.00 (Williams BFB for fridge in vehicle)
Outstanding Debit	\$54.95 (Reimbursement for Car Cleaning Kit)
Net Annual Increase	\$3,440.20

Move by Trevor Shepherdson	Seconded by Dennis Ellis-Smith
That the 2023 Collieburn-Cardiff Volunteer Bush Fire Brigade Treasurer's report be accepted.	

Carried

7.3 FCO'S REPORT

Neil Waywood thanked all who contributed to the brigades' actions through the last fire season. He expressed concern at the dwindling membership, noting that Covid 19 and the need for inoculation were contributing factors.

7.4 CESM'S REPORT (see treasurers report attachment)

The CESM, Mr Kohdy Flynn was unable to attend. He provided a written report that Kathy Miller read out (attached).

The Brigade's Membership list was reviewed. It was agreed to implement a process whereby members are contacted prior to their membership lapsing, asking they if they desire to remain members.

Action: Gary Bishop to set up a procedure to identify and contact members when their de-registration date is approaching.

Action: Neil Waywood to organise burn of Collieburn main road ways and rail.

7.5 CHIEF BFCO REPORT

No report provided.

8 NEW BUSINESS

8.1 FIRE EXTINGUISHERS – Dennis Ellis-Smith

It was reported that second hand dry-chem extinguishers in good condition and of various sizes are available to the local residents as thankyou gift in return for donations to brigade. Extinguishers to be stored at fire station.

Move by: Kathy Miller

Seconded by: Andrew Visser

That the brigade purchases 32 dry-chem extinguishers of various sizes from Dennis Ellis-Smith for a sum of \$400 and provides them to the local community as a gift in recognition of a donation to the brigade.

Carried

8.2 SERVICE MEDALS

Correspondence and a box of medals were provided by Kohdy Flynn regarding service medals.

Kathy Miller read out the correspondence and presented the medals to members for their service and thanked members for their continuing service to the community. The following medals were presented.

5 year Service Medals presented to; Jacob Miller and David Gibbs, while Paul Dent and Stuart Kirk were unable to attend but were acknowledged

10 year Service Medals presented to Ashley Rose'Meyer, with Charlene Miller acknowledged

15 year Service Medals and Clasps presented to; Kathy Miller, Deborah Visser, and Dennis Ellis-Smith with Greg Miller acknowledged

30 year Service Medal and Clasp presented to; Neil Waywood

8.3 **BFAC MEETINGS**

Discussion ensued as to the irregularity of BFAC meetings noting there had only been one BFAC meeting in the last 12 months, with a second scheduled meeting cancelled. The Bush Fire Brigades Local Law 2017 states that *“The Bush Fire Advisory Committee is to be convened at least three times per year.”* Members noted the importance of these meetings for the brigade to formally raise questions and concerns.

Moved by: Dennis Ellis-Smith	Seconded by: Trevor Shepherdson
That the Shire be asked why are BFAC meetings not being held regularly as in the past.	
Carried	

8.4 **TRAINING**

It was agreed that more local training nights are needed throughout the year and open to other brigades.

Action: Shannon Proudfoot to liaise with Kathy and Neil regarding the setting of a regular day each month for training to occur as the previous practise of rotating days to capture all shift workers wasn't working.

It was agreed to set the second Tuesday of the month for training nights. Shannon agreed to organise the events, noting that her work roster precludes her from attending in some months.

Action: Kathy to provide BART permissions for Shannon to advertise widely training nights.

8.5 **FUEL card** (see list of recipients attachment)

Kathy Miller tabled the list of recipients eligible to participate in the Fuel Card Scheme which is based on the number of activities each member attended or contributed between July 2022 and June 2023.

8.6 **CAPTAINS DINNERS**

It was noted the number of Captains Dinners has decreased over the past years. It was suggested that more than 1 be held annually.

Action: Shannon Proudfoot to look into organise 2 or more Captain's Dinners per year.

8.7 **BRIGADE VEHICLE**

Concern was expressed at the increased fire threat this coming season with a super El Niño event forecasted for 2023-24. It was reported that the high season vehicle was not with us for long (only present for 16 of the 60 fires of the last 12 months) and nothing has been heard about a temporary High Season vehicle for next Summer, nor has any formal notification been received regarding the arrival date for the permanent replacement for the 1.4 unit that was relocated to the Williams Road VBFB in July 2022.

Moved by: Neil Waywood	Seconded by: Gary Bishop
That the brigade writes to the Shire seeking clarification on the provision of a high season vehicle for the 2023-24 fire season and ask when will the permanent vehicle be delivered.	
Carried	

8.8 CODE OF CONDUCT

Discussion took place regarding the seemingly unprofessional and disrespectful manner some communications are being done. It was noted the incidences are increasing and it is hampering the free flow of communication. Examples of inappropriate personal snide remark made in some communications were given. All present expressed their full support of the brigade's executive team. It was suggested that a Code of Conduct be implemented within the Shire to ensure all are made aware of their obligations to be professional and respectful at all times when dealing with others.

8.9 SERVICE MEDALS PRESENTATIONS

Concerns were also expressed at the downgrading of the importance of the Service Medals. Little notice was given this year that the presentations would be done at a local brigade level by the brigade Captain. In the past all recipients were notified in advance (so they could try to make special effort to attend) and presentations were made by Shire or DFES Upper Management at the Australia Day Service for all medals over 5 years.


9 CLOSE

Meeting closed at 12:08pm

Attachments

Captain's report with brigade activity log
Treasurer's report
CESM report
CESM Notes to AGM
Fuel Card Allocations List
Collieburn Cardiff Service Medals List
DFES 2022-23 Report Package for Shire and Cardiff
DFES Incident Attendance Report 2022-23

Minutes prepared by



Gary Bishop

Secretary/Treasurer, Collieburn Cardiff Volunteer Bush Fire Brigade

Captains Report 2022/23

We had a pretty busy year with 94 events logged in the last 12 months (normal is generally 50-90) - 35 of these occurred over just 2 months, December and January.

Our tally of 94 events included 60 turnouts to fires, which was much higher than most years. Many of these unfortunately were arson or suspected arson, and concentrated in a handful of small areas.

There were a larger number of structure (building and car) fires than usual. We only did 1 controlled burn, but we got paid for some from last year, and we again regularly attended speedway for which we should also be paid.

With these fires, training, speedway, and various other occasions, Drifty attended 33 events; with myself attending 53 (first time I've 'beaten' Drifty I think, and only due to current individual work circumstances!!); Trevor logged 25; TJ and Ben 21 and 20; Shannon and Paul 18 and 16; and David 11, including some long stints refilling bombers at the airport; and 17 other members attended from 1 to 6 events each. Four members weren't available this year, notably Jim enjoying his long-term travelling over east, and Ashley unfortunately unwell (get well soon Ash). Terry did some IC duties, especially at fires up at Williams Rd; our secretary/treasurer Gary, equipment officer Dennis, cleaner Cheryl, and auxiliary Judy worked really hard as essential support crew too. What a fantastic team effort! Thank you all.

Shannon and Ben went on deployments to Thompson Brook and Harvey; and Drifty, TJ and myself went to Mumballup, where we had the privilege of actively defending properties through a long night or two. Ben put his hand up for flood work in Kununnarra, and Drifty for firefighting in Canada, but neither were selected on these occasions.

We supplied a crew for every 000 callout we received, except two where we only had the 4.4 with no suitably licensed driver available.

The Cardiff 1.4 was reassigned to Williams Rd in July 2022. The replacement LT we were promised has not eventuated, but we were assigned a high season LT for some of the summer. Unfortunately it didn't arrive until mid-January and of the 94 events we attended, it was only with us for a period covering 16 fire callouts—and it was only required (and manned) for 11 of these. We frequently crewed other brigade appliances, mainly the Williams Rd 1.4 and Collie Preston 2.4, with our brigade members attending events in these appliances 16 times, and occasionally other brigade members joined us in the Cardiff 4.4 too.

We held a few monthly training/social nights, and we had a good evening celebrating at our Christmas party, but due to conflicting work commitments of the most active members, it has been quite hard to schedule training/socials recently. Hopefully we can regroup on this.

I highly recommend all active members consider doing the on-road, off-road, and emergency driver training courses. There are some other good DFES training courses too, notably pump operations and crew leader. Check the dates and sign up in EAcademy.

Thank you so much to everyone, whether you attended one event or dozens, or helped in the background, as always I really do mean it when I say every effort, no matter how small, is always very highly appreciated.

Kathy Miller

COLLIE BURN CARDIFF BRIGADE AGM CESM REPORT

General:

- Thanks to everyone for there efforts over the season no matter what your roles or how active you were by just getting in and doing what is required.
- High number of suspiciously/deliberant lightings this year, many fires occurring on the same day/night stretching crews. I have attached some stats to this report; As of 4th May, within the Shire there have been 119 fires reported that crews across the Shire have attended to (including Xmas Day). This number is significantly up on previous years. The season started reasonably early with the Pollard Rd fire burning close to 300ha in October. Most fires were rounded up reasonably quick and we did not experience many large-scale fires.
- Thanks to those who put there hands up to be deployed and assisting neighbouring Shires.
- As a brigade Cardiff have attend to 48 incidences, the breakdown of these jobs is also attached.
- Thankyou for continuing to complete your FIRS reports.
- Still experiencing long delays in PPE, the last order is starting to come in now (although no request forms were received from Cardiff.)
- All appliance servicing is being completed now 4.4 currently in being serviced. Reminder to all to try and keep the appliance in a respectable clean and tidy manner, I don't expect the trucks to be polished after each turn out but as a minimum rubbish, dust and foot wells swept out.
- The Cardiff brigade has 35 members on the books (list attached), id suggest a review is taken and in-active members either taken off the list or sent correspondence to re-engage with them and gauge their intention with the Brigade. Some members on this list have not been to any event, meeting, or training in a number of years.
- Eagerly awaiting the release of the 2023/24 LGGS budget, this includes the years operational expenditure and the additional items that were applied for (pump, bore & casing)

Training:

- Apply for any training you want via the volunteer portal, if there is interest from members for a particular course, we can try to get it ran in town.
- We now have a trained DFES officer who is willing to run an on-road driving course in Collie for BFB members, but this will need to be ran during the week during business hours, this has been stalled due to DFES staff movements and current U.F.U industrial action.
- 21st June holding a training/portal information evening at Koolinup ESC. Everyone is encourage to attend.



- If there is anything you would like as brigade, I'm happy to assist, will try once again to organise a joint pre-season day with all brigades prior to the season.

Mitigation:

- The Shires annual MAF funding/mitigation program has been submitted, awaiting on approval from DFES. Roughly 30 treatments have been applied for totalling close to 300k, included in this are some prescribed burning treatments which will be paid per attending brigade per hour.
- Happy to assist in any private property burn request or any area that the brigade would like to mitigate, we need to ensure paperwork is completed prior to cover off on insurance purposes.

➤ **New Procedures for Ordering PPE, Reporting Faults with the Truck and ordering Equipment from the shire.** Links have been saved in the 2023-2024 File at the station. There is also a QR code for Uniform ordering please see Alex for assistance with these.

➤ **Fundraising Account Purchase:** New BBQ & Cordless Blower Vac for the station. **All in Favour.** Phil to organise quotes.

➤ UP COMING EVENT'S:

Next meeting - Thursday 10th August @ 1900hrs.

Busy Bee Prior to Captains Dinner – Saturday 12th August @ 1300hrs.

Captains Dinner - Saturday 19th August @ 1700hrs @ the station. RSVP on BART by 4th August for Catering Please.

MEETING CLOSED 2025hrs.





Harris River Volunteer Bush Fire Brigade

Annual General Meeting Minutes - 2023

Date:	Friday 9 th June 2023
Time:	18:00
Place:	Harris River Volunteer Bush Fire Brigade Station
Attendees:	Michael Hart, Robert Head, Jeff Riley, Bill Forrest, Wayne Weaver, Julian Martin, Kohdy Flynn, Archie Boyle, Benjamin Hart, Jason Miles, Brett King, Adam Becker, Read Becker
Guests:	Julian Martin, Kohdy Flynn, Brett King
Apologies:	Rhonda Hart, Shaun Hart, Craig Watts, John Williamson
Chair:	Robert Head
Secretary:	Robert Head

Item	Description
1.	Commenced Meeting at: 06:07pm
2.	New Starters <ul style="list-style-type: none">• Archie Boyle• Benjamin Hart• Jason Miles• Read Becker
3.	Acceptance of minutes of previous Annual General Meeting Proposed resolution: That the minutes of the 2022 Annual General Meeting be accepted. Moved: Jeff Riley Seconded: Bill Forrest
4.	Review of actions from previous Annual General Meeting: The following actions still need to be carried out: <ul style="list-style-type: none">• Michael Hart to organise Radio training later in the year.• Kohdy to purchase new soap Holder for toilet. New Actions: <ul style="list-style-type: none">• Michael Hart to organise for someone to pick up shelving units from Kohdy• Michael to organise a bin or bag from cash for cans so we can recycle cans and bottles.• Complete burning off of log piles around the Brigade.
5.	Michael Hart declared all positions open & received nominations: Fire Control Officer <ul style="list-style-type: none">• Nominated: Michael Hart• Elected: Michael Hart• Moved: Jeff Riley• Second: Bill Forrest Captain <ul style="list-style-type: none">• Nominated: Michael Hart• Elected: Michael Hart• Moved: Robert Head• Second: Adam Becker



Harris River Volunteer Bush Fire Brigade

	<p>1st Lieutenant</p> <ul style="list-style-type: none"> • Nominated: Jeff Riley • Elected: Jeff Riley • Moved: Rob Head • Second: Michael Hart <p>2nd Lieutenant</p> <ul style="list-style-type: none"> • Nominated: Archie Boyle • Elected: Archie Boyle • Moved: Michael Hart • Second: Jeff Riley <p>Secretary</p> <ul style="list-style-type: none"> • Nominated: Robert Head • Elected: Robert Head • Moved: Bill Forrest • Second: Jeff Riley <p>Treasurer</p> <ul style="list-style-type: none"> • Nominated: Robert Head • Elected: Robert Head • Moved: Michael Hart • Second: Jeff Riley <p>Training Officer</p> <ul style="list-style-type: none"> • Nominated: Michael Hart • Elected: Michael Hart • Moved: Rob Head • Second: Jeff Riley <p>Equipment Officer</p> <ul style="list-style-type: none"> • Nominated: Ben Hart • Elected: Ben Hart • Moved: Michael Hart • Second: Jeff Riley
6.	<p>Acceptance of Financial Report. Proposed resolution: That the financial statements tabled at the Annual General Meeting be accepted (Financial Report attached as separate report). I, Robert Head, the treasurer, hereby move that the 2022-23 financial report for the Harris River Volunteer Bush Fire Brigade be adopted as a true and accurate record of its financial status for the 2023-23 financial year. Moved: Jeff Riley Seconded: Bill Forrest</p>
7.	<p>Michael Hart – Said that he thought the 21/22 fire Season was the busiest he had witnessed, but this season just gone has stepped it up another level again. Harris River had attended well over 20 call outs as well as the likes of Archie Boyle, Bill Forrest and Jason Myles also jumping on other Fire Brigade Units to help out.</p>
8.	<p>Michael Hart – Arklow Controlled burn didn't happen last season but probably will early this season and if they do, we will burn off around our Brigade when they burn. If not, then we still have three big log piles which we will try and burn during winter so we will need a few volunteers to help out with that.</p>
9.	<p>Michael Hart – We have had the Cel-Fi Booster unit put in our Fire Unit. If you haven't already you will need to download the app 'X-Wave' to be able to connect to it via Bluetooth. The Cel-Fi unit is a mobile network booster to assist with better coverage when out on the fire ground.</p>



Harris River Volunteer Bush Fire Brigade

10.	Michael Hart – Our heat gun has now been fitted on the wet side of the fire unit. Great to use when mopping up so you can check for any hot spots.
11.	Michael Hart - Harris River completed 3x private burns and 1x shire burn this season just gone.
12.	Michael Hart - A grant to have a new water bore installed has been submitted as we only have rain water at the moment.
13.	Michael Hart - Asked the meeting what everyone would like to do with the redundant tank on the hill. Jeff Riley said its removal has been organised.
14.	Julian Martin - It was a busy season and Harris River help was certainly noticed and thanked everyone for their efforts over the last 12 months.
15.	Julian Martin - Thanked Archie Boyle for his outstanding efforts last season and said that he was very close to receiving the 'Chiefs Award' for someone that stands out. Great to see other Harris River members helping on other appliances.
16.	Julian Martin - Thanked Michael for his leadership and help.
17.	Kohdy Flynn - Also thanked everyone for their efforts & reiterated what Julian had previously said.
18.	Kohdy Flynn - A lot of deliberately lit fires this season throughout the whole Collie Shire that both the Fire & Rescue and Volunteer Brigades have had to attend right up to a couple of weeks ago.
19.	Kohdy Flynn - Collie had 127 Fires this FY in our shire. Everything from a grass tree fire right up to a 300Ha fire that we saw at the start of the season. 62 of those fires were deemed suspicious or deliberate. That is a very high number.
20.	Kohdy Flynn - Harris River currently has 17 members on books which are all reasonably active.
21.	Kohdy Flynn - Thanks to Michael getting reports in on time. Michael is generally in his office within the week after Harris River has attended a fire.
22.	Kohdy Flynn – Informed the group that obtaining PPE is a bit of an issue at the moment. There is a large time lag after ordering. New Blue pants are a bit quicker, only taking about a month.
23.	Kohdy Flynn – Harris River Appliance will be next in line to be serviced. Kohdy will assign Allanson LT out here while Harris river LT is getting serviced.
24.	Kohdy Flynn - Any training you would like you can book via the portal or we can organise a course up here if you can rally enough members together.
25.	Kohdy Flynn - 24 th June 9:00 (Saturday) at Allanson Brigade for radio training if anyone is interested.
26.	Kohdy Flynn - 21 st June at Koolinup ESC there will be a Portal Training Info night where the Trainee Support Officer from DFES Southwest and the Volunteer Support Officer will be attending, and it will be a great opportunity to meet them. If you have any issues with training and/or the portal, these are the people to talk to. The info session will run everyone through the Portal. They will also issue ID cards to anyone that is there.
27.	Kohdy Flynn - Mitigation 23/24 activity fund has just been submitted which is a massive amount of work, but we got it over the line. Approx. \$300,000 dollars of work that hopefully will be approved to mitigate land or reserves that are managed by the Shire. Whatever is on that program, Brigades will be involved in controlled burns and money will be paid back to the Brigades. 7 burns of various sizes are planned.
28.	Kohdy Flynn – Happy to assist with any Private Burns out here if needed and get other crews if required. If we have the numbers, feel free to grab and crew another truck as long as Kohdy knows about it. Make sure paperwork is signed off first.



Harris River Volunteer Bush Fire Brigade

29.	Kohdy Flynn - Asked the group if we are having any issues with our water pump as Allanson are having issues and it is the same type of pump and control panel that was installed at Harris River. Consensus was that there are currently no issues with our pump and that it works well.
30.	Kohdy Flynn – WAFES Conference & Awards are coming up in September. Michael Hart said at this stage that himself and Ben Hart will be attending, and he will follow up the paperwork this week.
31.	Adam Becker - Introduced his son Read Becker who has completed Bush Fire Awareness training, who will be signing up with Harris River.
32.	Brett King - Congratulated Michael Hart and the rest of the Harris River Bush fire Brigade as well as Collie Shire on the improvements that have been done around the Brigade along with the increased member numbers.
33.	Michael Hart - Thanked everyone again for their effort and being available.
34.	Julian Martin – When messages are sent out on BART, please use it to your advantage and respond. If you are not available put a Thumbs down, and if you are available put a thumbs up.
34.	Kohdy Flynn - Presented the following Service Medals: <ul style="list-style-type: none"> • Jeff Riley 15 years Long Service Class • Adam Becker - 20 years Long Service Class • Brett King - First Class National Level and 25 years Long Service Class. • Wayne Weaver 20 years Long Service Class • Jay Hewson (Absent) 30 years Long Service Class • Craig Watts (Absent) – National Level & 15 years Long Service Class • John Williamson (Absent) – National Level
35.	Meeting Closed at: 06:45pm

Worsley Bushfire Brigade AGM Minutes 14/07/2023

Attendees:

Dale, Cath, Steven, Noel, Viv, Rob, Alison, Lawrence, Marg, John, Tania, Kohdy

Apologies: Graham and Chris, Delys, Harry
Julian

Declare meeting opening 5.45pm.

Kohdy reported the Worsley Brigade has turned out to 18 incidence (119 total for the Shire) totalling 374 hectares throughout the Shire. (high)

Use QR code to do ordering of any PPE, equipment and reporting of faults.
Still waiting on the release of the 2023/24 operating budget.

Training for First Aid course will be 7th Oct in Collie if anyone would like to do.
Approved Mitigation Activity Fund (MAF) if brigades are involved in prescribed burns funds will go directly back to participating brigades. (33 treatments total) totalling close to \$300,000 for the 2023/24 year. Risk assessment Shire for mechanical, fire, breaks, access tracks and gates.
High risks one track in/out grassed areas heavy trees this apply to anyone with only one track in /out.

Piles off wood at Worsley Fire Brigade will be a social event with other fire brigades before end of September.

BART been good low profile for our Brigade continue to put your hand up.

General Business:

Cath thanked Graham for all the hours support for fire permits.
Car on highway was removed 14/7/23 main roads responsibility.
Fire bug was identified will keep eye on this fire season tracking all fires.
Laurie's concern pump on fire track draft lines.
Lawrie Kohdy and Steve will discuss.

Election of office bearers:

FCO- Graham second Alison
Captain-Steve second Lawrie
1st Lieutenant Lawrie
2nd Lieutenant Noel second to both Dale.
Secretary Marg second Tania.
Treasurer Marg second Tania Dale with this Steve/Lawrie,/Noel/Marg will sign.
Training officer Lawrie second Steve.
Equipment officers John and Rob second Steve.

Meeting closed 6.35 pm



SHIRE OF COLLIE BFAC 6th September 2023

CESM REPORT

Incidents of Note:

- The previous fire season seen a dramatic increase of fires within the Collie Shire, with a total of **29** large bushfires and **101** small bushfires along with **20** other/Rubbish/Vehicle fires being recorded for the financial year. Of significance was the pollard Road fire on 19th October burning through 300ha and effecting more than 70ha of Blue gum plantation.
- So far this financial year there have already been **12** bushfires reported in the Shire to the 5th Sept.
- Deployment of Bush Fire volunteers to fires out of our Shire and up north.

Mitigation

- Once the conditions allow, we have a large burn schedule to try and commence.
- Successful in the completion of the Ealing Road MAF prescription.
- Successful in the completion of McKinley Street UCL prescription.
- Large amount of green waste piles mitigated on behalf of the Shire.
- Large Worsley piles completed.
- Continuing to work in with and support DFES, BRMO'S on mitigating UCL land for the coming season.
- If brigades identify any burns or any requests for burns on private properties are received, happy to assist in these requests.

General Business:

- LGGS- 2023/24 operational budget has been released. **\$190,800** in operating budget has been granted and **\$10,639** in additional approved line 9 items.
- Servicing now completed on all appliances and equipment.
- Reminder to complete FIR form for every job attended.
- Coming into the season with property inspections not far away, it will be appreciated if any problematic properties or Shire managed areas can be identified.
- FCO issuing permits to include notification to Shire via 9734 9000 to log permit.
- Collie Bulletin has requested a media post surrounding the mitigation activities and preparation that PP owners can do to prepare for the season.
- Looking into some grant funding to bolster and improve the Shires capabilities during emergency situations.
- New suction strainer has arrived, brigades are encouraged to take it out and provide feedback.
- Any item/equipment needed prior to the season? Please order using the QR code system.



Training:

- Plantation FF completed, three members from the Shire attended.
- Joint BFB & SES scenario-based training completed with some good feedback. Map reading and vehicle recovery has been identified as areas of improvement across the brigades.
- First Aid being conducted 7th October.
- Basic and Advanced WAERN Radio use being conducted 11th November.
- Looking at dates now to conduct both Bushfire Fighting Skills & Bushfire Safety Awareness.
- Planning to conduct a desktop exercise prior to Nov/Dec, to include desktop BF scenarios, map reading first arriving PAFTACS etc.
- Any other training needed or wanted please let me know, if we can enough members interested, we may be able conduct in town.



DFES Southwest BFAC report - Shire of Collie

as of 12/06/2023

Ricky Southgate, Area Officer Preston

Training

Due to the industrial action currently ongoing within the department unfortunately courses have been cancelled. This has impacted some Shires; the Bushfire courses are still being run in the South West Region. All courses have been oversubscribed by volunteers indicating the ongoing need for training.

Staff Movements

As you would be aware, due to industrial actions the office is at a reduced capacity for Staff. Both the District Officer rural and District Officer urban have been vacant. I will be filling the District Officer Wellington role till the 1st Of January then Brett will be back. My AO spot will hopefully be filled in due course. As for now I will continue covering both roles.

BRMO North Darragh Wills has taking up employment elsewhere with his last day with DFES was Thursday 17/08/23. The recruitment process of this position has been advertised closing 1600hrs 06/09/23.

Deployments

You may have seen both DFES and DBCA have been sending personnel on international deployments to Canada with there likely to be further requests for fire crew ongoing. Should you have Volunteers interested in any of the roles including arduous fire fighting please remind them of the process for registering on the deployment register.

High Season Fleet

High-season fleet recall has been completed, the regional office is attempting to hold onto 2x light tankers and a 2.4 for mitigation works. Should the brigades need additional appliances during this period please reach out and we will see if we are able to assist.

Prescribed burn activities

The regional office continues to carry out prescribed burn works with most of the program in the Shires of Collie, Harvey, and Murray. Thank you for providing crews when called for to support this works. We have sent Volunteers up to the Kimberley for prescribed fire activities to provide support and provided development for volunteers. The Shire of Collie did not have Volunteers on this occasion however the assistance in putting the invite to your volunteers is appreciated.

Combine emergency services legislation

The combine emergency services legislation should be out for public consultation before the end of the year. Keep a look out for this if you are interested in reviewing and providing feedback. Keep in mind this legislation is not likely to be in force until at least 2025.

Volunteer Hub

Just a reminder of the Volunteer hub, its upgrades has made it much more user friendly and is a good place for volunteers to find additional information including any courses or events being held by DFES and the Bushfire Centre of excellence.

DFES Lessons Management

Lessons management is the process of collecting and analysing local observations and forming lessons which can be utilised throughout an organisation. The purpose of lessons management is to identify opportunities for improvement or examples of good practice and share this information with others. A lesson is learned when the approved change has been actioned, communicated, and is routinely practised as the new standard.

There is a QR code that allows any member to scan and provide local feedback to DFES. This is going to be used to find trends across the state to then be rectified. Local issues are to go through local Shire, CESM , AO or DO.

Ricky Southgate

Area Officer Preston

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FOR A SAFER STATE

Shire Collie Fire Operations Meeting

(September 2023)

Forest Products Commission Report

- The FPC managed softwood estate continues to increase across the Southwest - Gt Southern regions under the Government investment program. Several new properties / plantation acquisitions have been confirmed in recent months with several others under negotiation.

Managed Plantation estate within the Shire Collie / West Arthur.

Total: 8,809 ha across 45x Plantation's

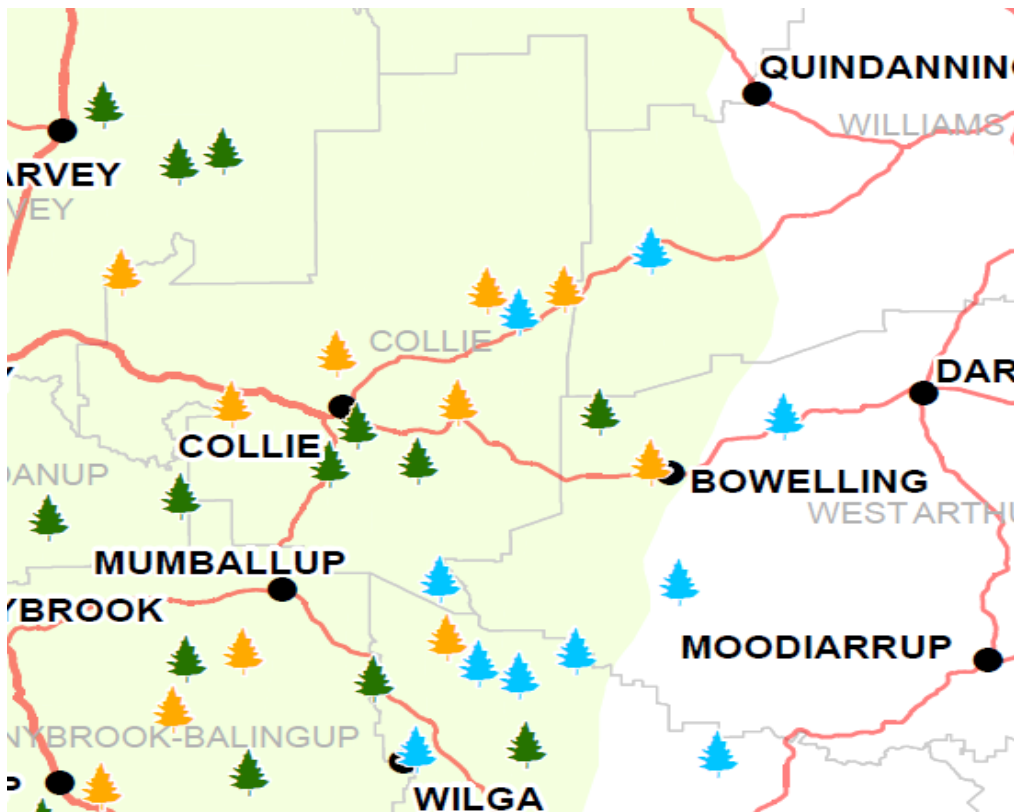
2,400 ha: Sharefarms in partnership with landowner's (Softwood/Sandalwood/Hardwood)

1,1810 ha: Dept Water - Wellington Catchment (Softwood)

2,590 ha: FPC Freehold estate (Softwood/Hardwood/Sandalwood)

202 ha: DBCA Freehold - FPC Managed (Softwood)

FPC (Freehold) Plantations – “Expanding”



- FPC continues to liaise closely with all Local Governments and the Fire agencies DBCA/DFES within the Softwood Investment project scope area. FPC are keen to ensure proposed plantations meet all state planning requirements and that the long-term management and mitigation measures meet the necessary standards to meet the fire risks to the local community and the states plantation estate.
- FPC staff were invited to present governments investment plans to council in March and respond to concerns expressed to the Minister by the Shire in relation to the project. FPC has also appointed a project manager to help FPC develop FPC integrated and internal capabilities to meet the future needs for the protection of the plantation estate outside FPC's agreement with DBCA. FPC staff have met with local CBFCO and CESO to obtain feedback on various options and have developed an internal paper with recommendations.
- The FPC's 2023 Community Grants were again advertised recently to focus on LG BFB's to provide additional funding for fire related projects and equipment that may not necessarily be covered by the DFES ESL. Successful applicants will be notified in coming week so that funding can be processed this FY.
- FPC again hosted a tour of the new plantation estate in the West Arthur Shire this year to bring LG, DFES, DWER and FPC representatives together to discuss the shared responsibilities across the shire in relation to fire management. Was encouraging to have DFES staff from OBRM land planning unit attend and convey how they assess plantation development applications on behalf of Rural Fire and their relationship with DPLH.
- FPC staff will be joining the McAlinden brigades preseason day and taking neighbours in the area through the new pine plantations that are being established in this area of the Shire. Will be inspecting mitigation measures built into the plantation design and confirming strategic breaks and water sources being developed to meet effective response suppression needs to protect the plantation as it develops and fire risk changes over the next few years.

Should FCO's need to liaise on some of these issues above please contact FPC/Myself as we look work with the CBFCO'S/CESO's to provide information and maintain awareness of the plantation assets arising within the shire.

Regards

Greg Hodgson

Manager Fire Protection

Forest Products Commission

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Treatment ID	Treatment Type	Primary Asset Name
25747	Access - Install Gates	Collie River Valley Tourist Park Porter St, Collie
25752	Access - Install Gates	Gane Rd & Dransfield Rd, Collie
25227	Fire Access Road / Track	Foster Street South, Collie
25290	Fire Access Road / Track	Barbara Smith Park Laurie St, Collie
25292	Fire Access Road / Track	Collie River Valley Tourist Park Porter St, Collie
25370	Fire Access Road / Track	Raymond St Between Wells St and Paul St, Collie
25374	Fire Access Road / Track	Gane Rd & Dransfield Rd, Collie
25376	Fire Access Road / Track	Eden Park Golf Club Preston Rd, Collie
25379	Fire Access Road / Track	Hunter St East, Collie
25636	Fire Access Road / Track	Coalfields Hwy South Block Between Ferguson Rd & Grant St, Collie
25637	Fire Access Road / Track	Coalfields Hwy South Block Between Ferguson Rd & Grant St, Collie
25759	Fire Access Road / Track	Collie Preston Bush Fire Brigade Ealing Rd, Collie
25225	Mechanical Works	Collie River Valley Tourist Park Porter St, Collie
25228	Mechanical Works	Coalfields Hwy South Block Between Ferguson Rd & Grant St, Collie
25229	Mechanical Works	Telfer Crescent, Collie
25291	Mechanical Works	Barbara Smith Park Laurie St, Collie
25367	Mechanical Works	Throssell St Between Brunswick St & David-Hay St, Collie
25368	Mechanical Works	Throssell St Between Brunswick St & David-Hay St, Collie
25369	Mechanical Works	Road Bridge Timber, MRWA 1040, Collie Lake King, Collie
25442	Mechanical Works	Collie River Valley Tourist Park Porter St, Collie
25444	Mechanical Works	Mungalup Rd, Collie
25445	Mechanical Works	Gibbs Rd West of Wells St, Collie
25624	Mechanical Works	Lane St West, Collie
25625	Mechanical Works	Lane St West, Collie
25643	Mechanical Works	Venn St Between Burt St & Brunswick St, Collie
25644	Mechanical Works	Foster St South Block, Collie
5828	Planned Burning	Buckingham Hall, Collie
5877	Planned Burning	Griffin Bridge Mungalup Rd, Collie
25226	Planned Burning	Hunter St East, Collie
25230	Planned Burning	Venn St Between Brunswick St & David-Hay St, Collie
25371	Planned Burning	Collie Preston Bush Fire Brigade Ealing Rd, Collie
25380	Planned Burning	Collie Golf Club Mungalup Rd, Collie
25446	Planned Burning	Foster Street South, Collie