

SHIRE OF DALWALLINU

AGENDA for the Bush Fire Advisory Committee Meeting to be held in the Dalwallinu Shire Council Chambers, on **Monday 15 September 2025**, commencing at 6.00pm.

1.0 OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson opened the meeting at ____ pm.

2.0 ATTENDANCE RECORD

2.1 Present

Aaron Mills (Chairperson)
Paul Burridge
Shannon Fry
Gary Butcher
Shaun Fitzsimons
Mike Dodd
Shaun Fitzsimons
Rowan McCreery
Hanna Jolly
Jean Knight
Melissa Harms

2.2 Apologies

Gareth Barnes
Bryce Hathway

3.0 MINUTES OF PREVIOUS COMMITTEE MEETING

3.1 Bush Fire Advisory Committee Meeting 16 September 2024

MOTION

Moved
Seconded

That the Minutes of the Bush Fire Advisory Committee Meeting of Council held on Monday 16 September 2024 be confirmed.

4.0 CHIEF BUSH FIRE CONTROL OFFICER'S REPORT

The CBFCO will present his report at the meeting.

5.0 MATTERS FOR CONSIDERATION

Chief Fire Control Officer	Aaron Mills	Appointed 16 September 2022
Deputy Chief Fire Control Officer	Gareth Barnes	Appointed 16 September 2022
Deputy Chief Fire Control Officer	Paul Burrige	Appointed 11 October 2023

Appointments done as per policy for three (3) year term. Appointments of Aaron Mills and Gareth Barnes are now at the end of their term so these positions will need to be re-appointed.

5.1 Chief Fire Control Officer (FCO) - Appointment

Moved
Seconded

That the following people be appointed as Bush Fire Control Officers:

5.2 Deputy Chief Fire Control Officers (DFCO) - Appointments

Moved
Seconded

That the following people be appointed as Bush Fire Control Officers:

5.3 Fire Control Officers (FCO) - Appointments

Moved
Seconded

That the following people be appointed as Bush Fire Control Officers:

Please note: All FCO's must, as a minimum, complete the FCO's training course within the first 12 months of being appointed.

6. GENERAL BUSINESS

6.1 Council Policy – Bush Fire Brigades Management, WHS and DFES training requirements

FCO training requirements and other brigade members training

Out of 178 currently registered volunteers, 47 are fully compliant, 94 are part compliant and 37 volunteers have done no training at all. We have been actively following these trainings up for last 3 months with some response. Action:

- Keep following up 94 volunteers with missing requirements
- Issue a letter for 37 volunteers with no training that they will be removed and not allowed to access incidents outside of their own property
- Shire will advise all FCO's of the 37 volunteers to ensure they are not responding to incidents

FCO training to be checked once the appointments are completed. Of the currently appointed FCO's everyone is up to date with the course.

6.2 Fire Vehicle Locations during peak season

Establish a procedure if the fire vehicles are stored outside of the sheds during the fire season. Items to consider:

- Who needs to know the location – FCO's, Shire, local brigade
- If volunteer not available, Fire Vehicle is to be moved back to the Shire shed
- Fire vehicles must be fully charged, tank full of water and fuel at all times

6.3 Application for Community Emergency Services Manager (CESM) funding

Shire made an application to Commissioner to be included in the CESM program. DFES has informed us that State Government has committed extra funds for the program and Shire of Dalwallinu will be considered for the program when the extra funding becomes available.

6.4 Vehicle Identification Stickers

Any private vehicles should be issued with a vehicle identification sticker if they are outside of their own property acting as bushfire volunteer. Previously we have not issued many of these stickers, but we should ensure all private vehicles and equipment meet standard criteria when they are on the fire ground. This is important for WHS and insurance perspective. Looking for advise how best to manage these criteria in the future?

6.5 Bush Fire Appliances

Any further equipment and service requirements?

6.6 Other Matters

- Water Supply map

- Mt Gibson Security gates – access
- Other general business

7.0 CLOSURE

There being no further business, the Chairperson closed the meeting at ____pm.