



## SHIRE OF WYALKATCHEM



April 2019

# INFORMATION BULLETIN

## **LIST OF ITEMS**

- 1. Status Report as at 11th April 2019**
- 2. Actions Performed under Delegated Authority**
- 3. Wheatbelt Secondary Freight Routes**
- 4. Northam District Operations Advisory Committee**
- 5. NEWTRAVEL General Meeting Minutes - 28/02/201**

Council makes a number of decisions at its monthly ordinary meeting of Council.

In accordance with the *Local Government Act 1995 5.41(c) the function of the CEO is to; Cause council decisions to be implemented.*

The purpose of the Shire of Wyalkatchem Council Meeting Status report is to provide Council's with a progress status and actions performed to date, as well as anticipated completion dates. The presentation of the status report is effective from the August 2018 Ordinary Council Meeting. Actions and status updates since the last status report are indicated in bold. Items that have been reported as completed will be removed in future reports.

### SHIRE OF WYALKATCHEM COUNCIL MEETING STATUS REPORT AS AT 11 APRIL 2019

MINUTE REFERNCE	DETAIL	REPONSIBLE OFFICER	STATUS / COMMENTS	ANTICIPATED COMPLETION DATE
OMC – 20/9/2018 122/2018	That Council agrees to donate the Council received Building Permit fees associated with CEACA Seniors Housing Project subject to all other CEACA Council members agree to the same undertaking.	CEO	Letter send to CEACA requesting confirmation of Council members' agreement to refund Building fees and notification to refund to CEACA building fees received. Confirmation of other LG arrangements discussed at recent CEACA meeting. LG to advise CEACA executive on position. Pending notification	In Progress
OMC 18/10/2018 143/2018	4. That the Chief Executive Officer commence the process of re-instatement of the Bush Fire Advisory Committee.	4. CEO	4. Noted. Process to commence	4. Pending

OMC – 15/11/2018 154/2018	That Council 2. Approves the transfer of \$14,764.91 from the Unspent Grants Reserve account to the Municipal Account;	2. MCS	2. Noted, transfer to be complete on maturity of reserve	2. Pending
OMC- 20/12/2018 184/2018	That Council approve the placing of a relocated donga style building at lot 411 Butlin St, Wyalkatchem with the following conditions:  a. The building be used as overnight accommodation for D&D Transport employees  b. That delegated authority be given to the Chief Executive Officer to determine the application following advertisement of the conditional approval and notify the applicant in writing of the determination of the application	1. MCS  2. CEO	1. Noted  2. Noted. No submissions have been received. Advice of determination of application in progress.	1. In Progress  2. In progress
OMC- 21/2/2019 (07/2019)	<i>That Council;</i> 1. <i>Holds a General Meeting of Electors on the 21 March 2019 commencing at 7pm at the Shire of Wyalkatchem Council Chambers.</i>	1. CEO	1. Noted. Public notice of General Meeting of Elected completed including availability of Annual Report and Financial Statements. <b>Meeting held</b>	<b>1. Complete</b>

OMC- 21/2/2019 (20/2019)	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Authorise the removal of the three verge street trees identified in the Arborist Report located on Swan Street, Wyalkatchem.</li> <li>2. Authorise the Chief Executive Officer to replace the removed street verge trees with a more suitable native species of verge street tree at the discretion of the Chief Executive Officer within 2018/2019 budgeted funds.</li> </ol>	<ol style="list-style-type: none"> <li>1. MOW</li> <li>2. CEO/ MOW</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted. Contractor engaged for the removal of the trees.</li> <li>2. Noted. Species of verge street tree to be determined.</li> </ol>	<ol style="list-style-type: none"> <li>1. In progress</li> <li>2. Pending</li> </ol>

The *Local Government Act 1995* provides a local government with the ability to delegate any of its powers or the authority to discharge any of its duties, such as those delegated to the Chief Executive Officer (as per section 5.42)

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for –

- Development Approvals issued
- Building Permits issued
- Health Approval Issued
- One off delegations to the Chief Executive Officer
- Affixing of Common Seal
- Bush Fire Delegations

## ACTIONS PERFORMED UNDER DELEGATED AUTHORITY

From the period January 2019 to 11 April 2019

Date of decision	Decision Ref	Delegation Reference	Function Delegated	Applicant	Decision Details	\$
17/1/2019		1.2.18 – Defer, Grant Discounts, Waive or Write Off Debts	<ol style="list-style-type: none"><li>1. Waive a debt which is owed to the Shire [s.6.12(1)(b)].</li><li>2. Grant a concession in relation to money which is owed to the Shire [s.6.12(1)(b)].</li><li>3. Write off an amount of money which is owed to the Shire [s.6.12(1)(c)].</li><li>4. Regulations may prescribe circumstances in which a Local Government is not to exercise a power under</li></ol>	Wyalkatchem St John Ambulance	Waiving of private works fees for the site works at the Wyalkatchem St John Ambulance depot in preparation of installation of new fence	\$830.00

Date of decision	Decision Ref	Delegation Reference	Function Delegated	Applicant	Decision Details	\$
			subsection (1) or regulate the exercise of that power.			
31/1/2019		1.2.18 – Defer, Grant Discounts, Waive or Write Off Debts	<ol style="list-style-type: none"> <li>Waive a debt which is owed to the Shire [s.6.12(1)(b)].</li> <li>Grant a concession in relation to money which is owed to the Shire [s.6.12(1)(b)].</li> <li>Write off an amount of money which is owed to the Shire [s.6.12(1)(c)].</li> <li>Regulations may prescribe circumstances in which a Local Government is not to exercise a power under subsection (1) or regulate the exercise of that power.</li> </ol>	Various Rate Debtors	Write off of small rate interest and rounding debts for 5 separate assessments ranging from \$0.57 to \$35.07 Totally \$52.70	\$52.70
3/4/2019		1.2.18 – Defer, Grant Discounts, Waive or Write Off Debts	<ol style="list-style-type: none"> <li>Waive a debt which is owed to the Shire [s.6.12(1)(b)].</li> <li>Grant a concession in relation to money which is owed to the Shire [s.6.12(1)(b)].</li> <li>Write off an amount of money which is owed to the Shire [s.6.12(1)(c)].</li> </ol>	Various Rate Debtors	Write off of small rate interest and rounding debts for 9 separate assessments ranging from \$0.01 to \$2.25 Totally \$7.76	\$7.76

Date of decision	Decision Ref	Delegation Reference	Function Delegated	Applicant	Decision Details	\$
			4. Regulations may prescribe circumstances in which a Local Government is not to exercise a power under subsection (1) or regulate the exercise of that power.			



March 28, 2019

### **WSFR Media Release - Federal Government \$70M Funding Announcement**

Wednesday 27th March saw an announcement of the Federal Government's \$70 million commitment through the Roads of Strategic Importance (ROSI) initiative for the Wheatbelt Secondary Freight Route (WSFR). The Deputy Prime Minister Michael McCormack joined representatives of the WSFR in Bindoon to mark the funding announcement. The Deputy PM, who is also the Minister for Infrastructure, Transport and Regional Development, has been very receptive to what the project group is trying to achieve with the WSFR network. This will fund road improvements which will enhance productivity and driver safety across the Wheatbelt.

The WSFR encompasses 80 connecting routes with over 4,400km of roads across the Wheatbelt comprising 42 local governments. The WSFR Working Group has been working for the past three years to secure funding for a project of strategic importance for the agricultural and transport sectors. The announcement will bring together the 42 Wheatbelt shires and the Federal Government to identify and prioritise projects across this network in coming months.

These roads are local government managed roads, identified as 'secondary freight routes' and are essential for supporting key freight supply chains that support grain, mining, general freight and the tourism industry. This means they carry a significant and highly valued freight task but are not located on a state or federal road.

ROSI will deliver works such as road realignments, road sealing, strengthening and widening, flood immunity, pavement rehabilitation and bridge and culvert upgrades, creating a more reliable and safer road network and improve access for higher capacity vehicles. The road upgrades are part of the Australian Government's \$3.5 billion nationwide investment over the next decade through ROSI, to ensure the nation's key

freight roads efficiently connect agricultural and mining regions to ports, airports and other transport hubs.

Cr Ricky Storer, Chair of the WSFR Working Group, said the roads identified for upgrades were essentially the weakest link in the network. "They are no longer fit for purpose and restrict the size and type of vehicle that can be used to carry out the required transport task," he said. "Further, the burden of managing these roads falls to local governments, and not necessarily in a fair or equitable way.

Cr Storer said the safety of road users was always the number one priority of the taskforce and today's announcement would create a safer environment for all those travelling within the network. The WSFR group's long-term goal is to secure funding support of approximately \$500 million for staged capital works over a 10 to 20-year time frame. It is a great example of collaboration amongst regional local governments who so far have provided in excess of \$750K in-kind contribution.

The WSFR would like to thank all federal and state members of parliament, 42 local governments, Main Roads WA, RDA Wheatbelt, Wheatbelt Development Commission and WALGA who have assisted the Working Group in the project development process bringing this initial funding to fruition.

All enquiries.

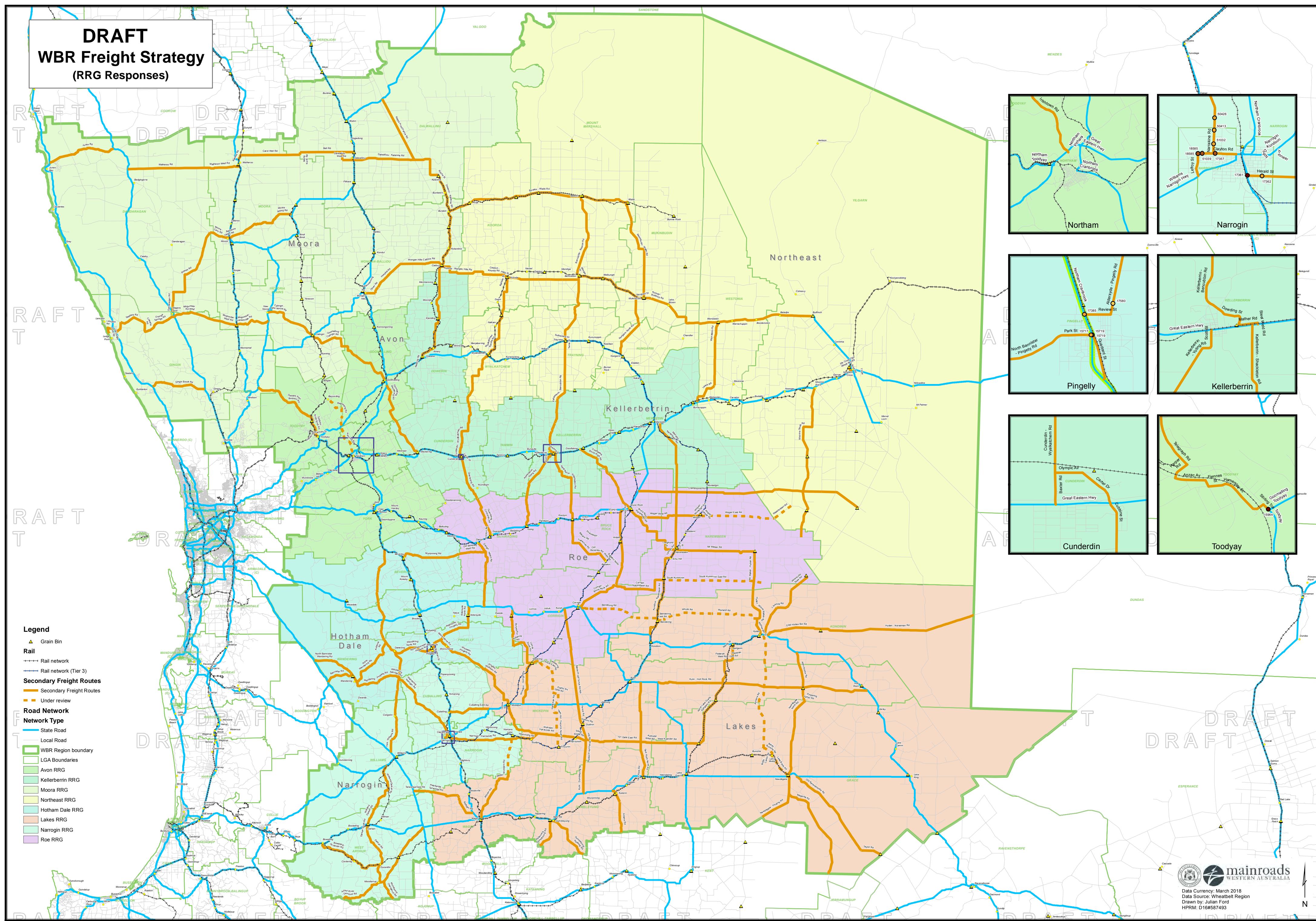
Chairperson – Ricky Storer (President Shire of Koorda)

Deputy Chairperson – Katrina Crute (President Shire of Brookton)

Project Manager – Garrick Yandle (CEO Shire of Kulin)



**DRAFT**  
**WBR Freight Strategy**  
(RRG Responses)



## NORTHAM DISTRICT OPERATIONS ADVISORY COMMITTEE

### MINUTES DRAFT

Tuesday 12<sup>th</sup> March 2019 @ 0830hrs

Chairman: Ross Lane

#### **1. Record of Attendance – Committee Members**

Ross Lane	Chair/CBFCO	Shire of Wongan-Ballidu
Torben Bendtsen	Executive Officer	DFES
Tracy McBride	Minutes Secretary	DFES
Bruce Kilpatrick	CBFCO	Shire of Beverley
Andrew Shaw	FCO	Shire of Beverley
Alec McRae	CBFCO	Shire of Quairading
Brendon Rutter	A/CESM	Shire of Northam
Troy Granville	CESM	Shire's York/Beverley
Wayne Collins	CBFCO	Shire of York
Ash Burges	CBFCO	Shire of Cunderdin
Simon Bell	A/CESM	Shire's Cunderdin/Quairading
George Storer	CBFCO	Shire of Koorda
Lindsay White	CBFCO	Shire of Goomalling
Robert Koch	CESM	Shire of Toodyay/Goomalling
Craig Stewart	CBFCO	Shire of Toodyay

#### **Invited Members**

Michael Lovell	A/DO Northam	DFES
Rob Steel	A/AO Mortlock	DFES
Justin Corrigan	AO Lower Wheatbelt	DFES
Phil Hay	Incoming DO Avon	DFES
Antony Sadler	Superintendent Goldfields/Midlands	DFES
Dave Gossage		Assoc Volunteer Bush Fire Brigades (AVBFB)
Greg Durrell		DBCA P&W Service
Rob Towers		DBCA P&W Service

#### **Apologies**

Stan Scott	CEO	Shire of Toodyay
Matt McQueen	CBFCO	Shire of Northam
Graeme Keals	District Fire Co-ordinator	P&W – Wheatbelt

The meeting was declared open at 0835hrs by Ross Lane – Chairperson  
Ross welcomed everyone to the meeting and asked that everyone introduce themselves.

#### **2. Confirmation of Previous Minutes**

That the minutes of the meeting held on September 11th , 2018 be confirmed as a true and accurate record.

**Moved:** Craig Stewart

**Seconded:** George Storer

**All in Favour**

## NORTHAM DISTRICT OPERATIONS ADVISORY COMMITTEE

### 3. Business Arising – NIL

### 4. Action List

	Action	By/When
1	<p>It was noted by AVBFB rep that “District” is the wrong terminology for this committee and should in fact be a “Regional” committee as per the ACT. A motion was presented in favour of name change, did not pass.</p> <p>Additional discussion required with full membership. Letter to CEO’s of Local Governments requesting input to the above motion. The attendance issue to be raised again also.</p>	Tracy CEO Shire of Toodyay Stan Scott made comment via email (presented in correspondence) NOTE no decision/motion proposed for this item  Remain
2	<p>Terms of Reference were discussed in general and was decided they were due for review.</p> <p>Members are to review Terms of Reference document and send through suggested changes to Tracy for collating.</p>	Carried over September 2018 AVBFB suggested further alterations Motion to go back to LG’s for further discussions, see Agenda item 8

### 5. Correspondence

#### Correspondence

##### 5.1 Correspondence In

Commissioner Darren Klemm – Request for nominations Bushfire Operations Committee

Email – Darren Brown, AVBFB – September Meeting reflection

Email – Stan Scott, CEO Shire of Toodyay – response to name change proposal

##### 5.2 Correspondence Out

To All CEO’s Northam DOAC – name change DOAC to ROAC proposal

### 6. Matters arising from Correspondence - Nil

### 7. Submitted Agenda Items

#### 7.1 Clarification of incident classification – Craig Stewart

- We were requested to classify incident as per metro/urban classifications

## NORTHAM DISTRICT OPERATIONS ADVISORY COMMITTEE

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- Torben – Comcen change, career.metro use 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> alarm which dictates what is turned out, Level 1/2/3 can be used as per SAP/SOP with same requests for resources if required.
- Need to take back to local brigades for this clarification as they will be the ones being asked.
- Dave Gossage – working to get the career sync information out of the Comcen
- Alec – York fire level? This ticked the box for Zone 3 turn out as a level 1 fire.
- Rob Towers – P&W use level 1/2/3 – if “Alarm” is used they won’t understand, additionally they have know oversight/understanding of “Zone 3”
- Ant will follow up with Comcen

### 7.2 Bushfire Operations Committee – Craig Stewart

- Newly formed committee
- Min 2 meetings per year
- 1<sup>st</sup> meeting was to set structure, committee machinations etc
- Greg Day from Upper Great Southern DOAC is Chair
- Committee composition, format and administration still to be confirmed
- 1<sup>st</sup> action/discussions in regards to the handing back of incidents to mining/conglomerates/tree companies/defence etc – which appears to be a common cause
- I would like to think it will be a useful committee – common cause already identified so hopefully.
- Dave – BOC is a consultative committee, not legislative group, will report to State BOC

**MOTION – That Ross Lane and Craig Stewart remain as the representatives from this DOAC for the BOC.**

**Moved – George Storer**

**Second – Ash Burges**

**All in favour**

## 8. Tabled Reports/Information from invited members

### Parks and Wildlife Service

Greg Durell

- Spoke to tabled report
- Release of Gazetted draft Management Plan for Wheatbelt – comments open
- Conservation burns mostly in the Wheatbelt
- Planned burn list will be sent through to Tracy

Rob Towers

- Autumn burn plans going ahead, York, Avon Valley/Julimar
- Late harvest may delay burns

### AVBFB - Dave Gossage

- Read tabled report

## NORTHAM DISTRICT OPERATIONS ADVISORY COMMITTEE

### Terms of Reference – proposed changes/information

- Aligned with legislation
- Re-worded to ensure bushfire voice remains
- “CESM” is automatically included under Local Government Act doesn’t need to be singled out.
- Ross Lane – take back suggestions to LG’s for discussion
- Dave - suggest a resolution to make the changes through further consultation with LG’s

**MOTION – That committee members take back to their Local Governments the changes proposed by the AVBFB for comment.**

**Moved – Craig Stewart**

**Second – George Storer**

- ESL – Operations Manual for LGGS-getting clarification, possibly removing eligible items list, insurance coming out of ESL not rates, allow for everything you need, we can assist with putting grants together, DFES Regional offices do not “approve” submissions
- Peer Support Program – being re-introduced
- Train the trainers will be used again

Torben – ESL comments – all mangers are happy to help with submissions and we do not veto anything you are requesting

### Operational Fleet

- Information sent to LG’s requesting for nominations for PAT teams/fleet suggestions
- Ash Burges – suggested changes for 4.4
- George – sat on old committee, trucks were designed for the middle ground

### DFES

Antony Sadler

- Introduced himself, will try to get around to all LG’s over next 12 months
- Thanks for the invitation, have a good relationship would like for this to continue
- Staff Changes – Micheal Lovell returning to shift, Torben heading to new position in Perth – thankyou to both for their work
- Busy summer – huge thanks to all who have helped with appliances and personnel, it was imperative to our operations

Torben Bendtsen

- The Commissioner requested list of BGU’s who have helped out over the season – thank you
- TFB reference Shire of Beverley – may have been called due to resources and availabilities if other incidents started
- Torben thanked all for the last 11 years and introduced Phil Hay as his replacement

Ross Lane thanked Torben for his time and efforts in the Region and welcomed Phil.

## NORTHAM DISTRICT OPERATIONS ADVISORY COMMITTEE

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### 9. Local Government Reports

#### **Shire of Beverley – Bruce Kilpatrick**

- Busy in Dale/Kokeby area
- Sourced machinery through Northam office
- 000 Agreement issues – Northam sorted, faith in the agreement system is low
- Personnel changes in Central BFB – truck is more active
- BFAC coming up
- TFB clarifications one in particular declared in February?
- ESL funding for electronic FDR signs? – NDRP Funding will cover these, LG can apply
- Coming into busy time
- Rob Towers – landscape maybe changing in the electronic board space
- Rob Koch – Shire of Toodyay has them, \$10,000, hidden costs if questions aren't directly asked to Barco, had trouble buying boards through NDRP

Troy – suggest resolution to push for board funding through WALGA?

#### **MOTION – Local Governments to push up to WALGA to source funding for Electronic Boards**

**Moved - Bruce Kilpatrick**

**Second – Wayne Collins**

#### **Shire of Quairading – Alec McRae**

- Busy
- Restricted burning was extended
- Many deployments attended with appliances
- York fire – appliances sent, access to fire ground was inappropriate – one way in, one way out, small land holders need to be accountable as do the LG in setting rules
- Whats App – not a fan, mis information being delivered, can't manage social media, creates issues, Shire level not manageable, brigade level is ok

#### **Shire of Toodyay – Craig Stewart**

- Quiet with deployments
- Permit season for broad acre only with heavy restrictions
- Electronic permit system still working well
- Recent Shady Hills (Avon Valley) triggered our response plan
- Blocked out upcoming long weekends with HVM bans

#### **Shire of Goomalling – Lindsay White**

- New CEO very active
- New Whats App works well for us
- Had a couple of lightning strikes

## NORTHAM DISTRICT OPERATIONS ADVISORY COMMITTEE

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### **Shire of Cunderdin – Ash Burges**

- Moderate season
- Most fire on our boundaries
- York fire – Cunderdin didn't get call out
- Fuel loading is fairly high
- 000 hwy callers cause huge issues with calls, exasperated with the higher fuel loads adding to plumes.
- Welcome to Simon Bell, our acting CESM, doing a good job.

### **Shire of Koorda – George Storer**

- Quiet

### **Shire of York – Wayne Collins**

- Always looking for volunteers
- Congratulations to Troy for Australia Day event
- In restricted burning
- York has received grant for \$250, 000 mitigation through MAF funding

### **Shire of Wongan-Ballidu – Ross Lane**

- 39 incidents since 1<sup>st</sup> September, 5 through arsonists
- Increase in header fires – seed destructor
- Chaser bins with FF units saved us in approx. 10 fires
- Increased fuel loads
- Restricted 15<sup>th</sup> February, with increased restrictions on permits
- Will likely extend into April
- Local farmer with converted 6 wheel drive, 10,000L tank is spectacular
- Permits – stubble mulching machine stipulated on some permits
- New Appliance – if this is not sorted soon it will need to go back on the Action list – DFES need to lift their game. NOTE – Antony Sadler stated he had information, out of session
- Social Media – receiving face book requests for help

**Meeting closed at 1030hrs**

**Date for the next Northam DOAC is September 10<sup>th</sup>, 2019**



# NORTHAM DISTRICT OPERATIONAL ADVISORY COMMITTEE

## Terms of Reference

The Northam District Operational Advisory Committee is formed by the following Shires in accordance with Section 68 (See appendix 1) of the Bush Fires Act 1954 as amended, and is known as the Northam District Operational Advisory Committee (Northam DOAC).

- Shire of Beverley,
- Shire of Cunderdin,
- Shire of Dalwallinu.
- Shire of Dowerin,
- Shire of Goomalling,
- Shire of Northam,
- Shire of Quairading,
- Shire of Toodyay,
- Shire of Wongan-Ballidu.
- Shire of Wyalkatchem,
- Shire of York,
- Shire of Koorda

### Role and Function of the Committee

To represent and protect the interests of the Local Governments, Volunteer Advisory Bush Fire Brigade Committees and Volunteers within those Local Governments.

As a representative committee, provide advice, direction and develop recommendations for ~~Local Governments to consider individually and collectively on all aspects of the co ordination and planning of their activities in preventing, controlling and extinguishing bush fires, fire management in the functional areas of Equipment, Training, Prevention, and Operational Preparation and Response.~~

Identify ~~strategic directions for the region through opportunities for~~ representation ~~from this committee~~ on the Volunteer Bush Fire Brigade Advisory Committees and ~~relevant Volunteer Advisory~~ Groups as maybe formed ~~from time to time~~.

### **Composition of Committee**

- Chief Bush Fire Control Officer or a Fire Control Officer of each Local Government
- Chief Executive Officer or Delegate, ~~which may include the Community Emergency Services Manager (CESM)~~, of each Local Government

### **Chairperson**

The position of Chairperson will change annually at the September meeting. Each Chief Bush Fire Control Officer will take the position of Chairperson for a 12month period from September to September. This will occur in alphabetical order of represented Local Government. The Deputy Chairperson will be the next in line for Chairperson.

### **Secretarial Support Officer**

The Department of Fire & Emergency Services will provide a Secretary who is responsible for the preparation of the agenda, minutes, correspondence and action sheets as required.

Q:- Has the option of this service being provided by local government been explored given it is a local government committee?

Q:- Other doac/roacs are rotating the meetings around each local government so all members get to see and experience each other's patch, it shares the travel and the host local government provides secretarial support, has this been considered?

## **Voting Rights**

The Chief Bush Fire Control Officer or Fire Control Officer and Shire CEO or delegate from each Local Government shall have voting rights. ~~Where the CESM is the Local Government delegate, and represents more than one Local Government, he/she shall have one vote per delegation.~~ Co-opted members do not have voting rights.

## **Carriage of items.**

For an item that requires a vote to be passed, the item shall be deemed to be carried when a simple majority is reached. That is, 50% of the members present, plus one (1) vote.

All motions are to be sent back to respective local governments for consideration.

## **Meetings**

At least two (2) meetings per year, or more with notice of four (4) weeks. Extra meetings may be called as required with a minimum of 7 days' notice.

## **Quorum**

There must be no less than 5 local governments represented of which one is to be the chairperson.

## **Co-opted members**

The committee may co-opt DFES staff, volunteers or external expertise when required. Co-opted members may have full participation on request but no voting rights.

## **Minutes**

All discussions are to be recorded in the minutes of all meetings with all background materials attached to the minutes for distribution.

All minutes will be forwarded by the Secretary to the full membership of the committee and any co-opted members present at that meeting.

Volunteer Advisory Group representatives are responsible for tabling the minutes of those meetings and providing agenda items that require advice from DOAC on any relevant items to this committee ~~to be included in the meetings minutes. Those items are to be discussed with Local Government and there Bushfire Brigades before advice is provided.~~

Distribution of minutes within Local Government brigades is the responsibility of the Chief Bush Fire Control Officers and the relevant Shire.

## Appendix 1

### 68. ***Regional advisory committees***

- (1) *A group of 2 or more local governments may by agreement join in appointing a regional bush fire advisory committee to assist them in the performance of their functions under this Act.*
- (2) *Where a group of local governments agree to appoint a committee under this section —*
  - (a) *those local governments, by agreement —*
    - (i) *shall fix the number of members of the committee and the quorum for the transaction of business at meetings of the committee;*
    - (ii) *shall determine the interests to be represented on the committee;*
    - (iii) *may make rules for the guidance of the committee;*
  - (b) *each of those local governments —*
    - (i) *shall be entitled to appoint the same number of persons as members of the committee and, subject to paragraph (a)(ii), may so appoint such persons as they think fit;*
    - (ii) *may accept the resignation in writing of, or remove, a member of the committee appointed by it;*
    - (iii) *may, where for any reason a vacancy occurs in the office of a member of the committee appointed by it, appoint a person to fill that vacancy; and*
  - (c) *the committee —*
    - (i) *may from time to time meet and adjourn as the committee thinks fit;*
    - (ii) *shall not transact business at a meeting unless the quorum fixed pursuant to paragraph (a)(i) is present;*
    - (iii) *is answerable to those local governments and shall, as and when required by them, report fully on its activities.*
- (3) *The function of a regional advisory committee established under this section by a group of local governments is to advise those local governments individually and collectively on all aspects of the co-ordination and planning of their activities in preventing, controlling and extinguishing bush fires.*

A photograph of a rural landscape. In the foreground, a dry, yellowish-brown field with some sparse vegetation and a few tracks in the dirt. In the middle ground, a line of bushes and trees is engulfed in bright orange and yellow flames. A massive plume of dark, billowing smoke rises from the fire into the clear blue sky. The overall scene suggests a controlled burn or a wildfire in a dry, arid environment.

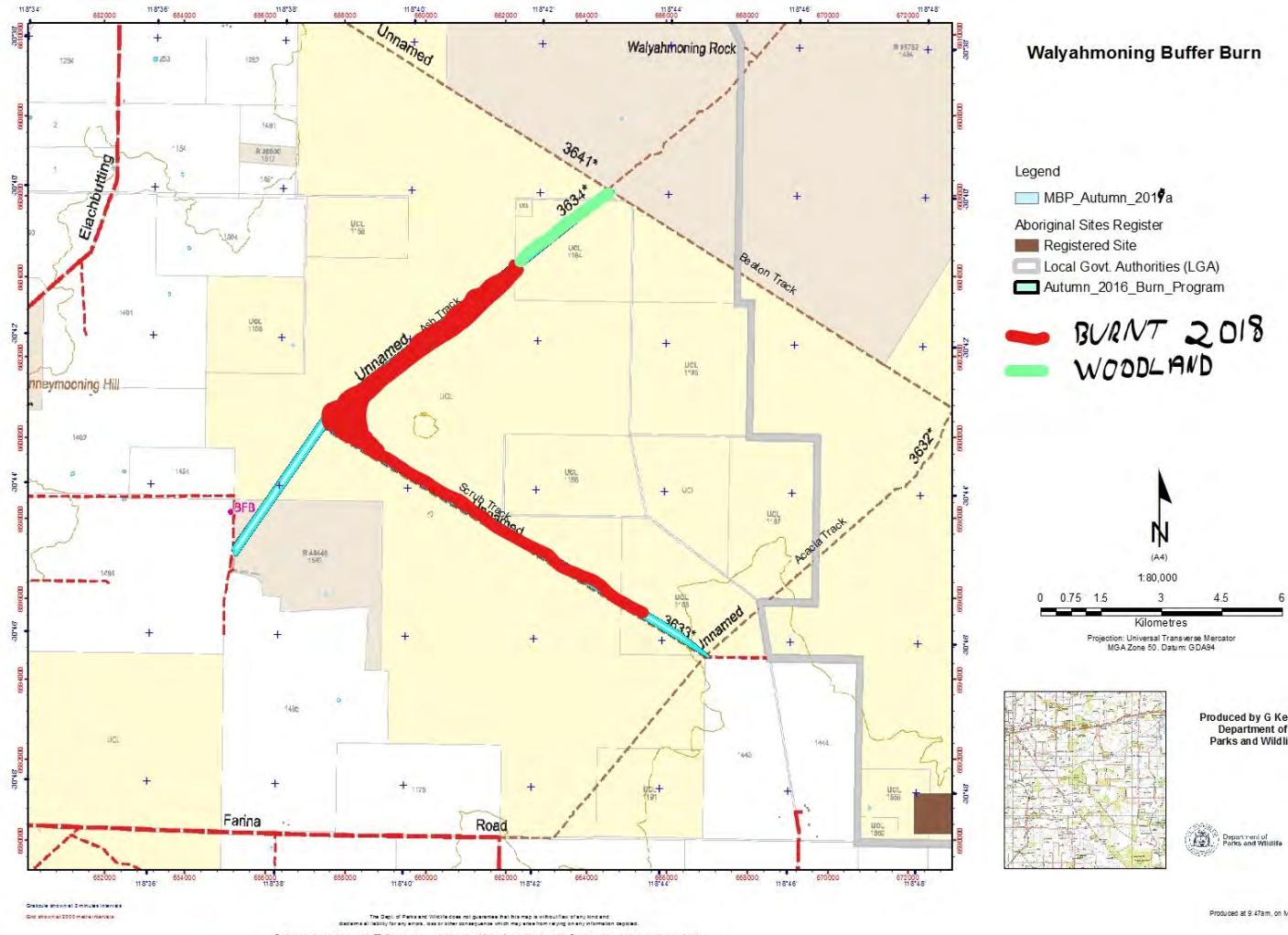
# Central Wheatbelt Burn Program 2019

# Central Wheatbelt Burn Program

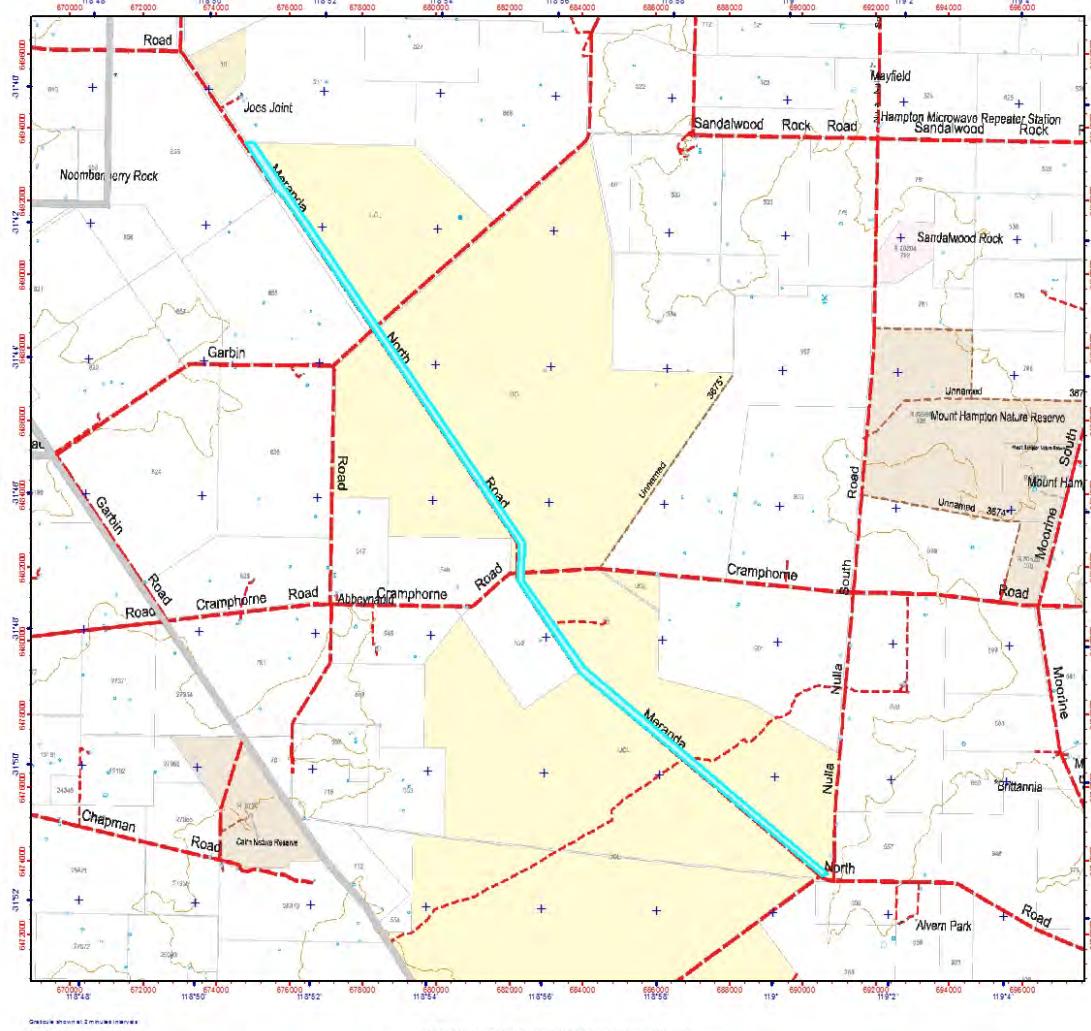
Burn ID	Name	Overall Priority	Planning Status	Burn Size	Burn Perimeter	Buffer Length
CWB_018	Walyahmoning UCL	2	Corporate Approved	89.0ha	48.5km	5km
CWB_028	Meranda Road North UCL	1	Corporate Approved	440.4ha	52.1km	24km
CWB_031	Forrestania UCL	2	Corporate Approved	542.4ha	54.2km	27km
CWB_034	Mount Hampton NR	2	Corporate Approved	119.6ha	13.9km	6.8km
CWB_036	Yellowdine UCL/NR	2	Corporate Approved	614.3ha	160.1km	79km
CWB_037	Mollerin NR	2	To be Corporate Approved	12.8ha	1.8km	----



# CWB\_018 Walyahmoning



# CWB\_028 - Meranda North Road UCL



Merranda North Road Buffer Burn

Legend

MBP\_Autumn\_2017a

Local Govt. Authorities (LGA)



(A4)

1:100,000

0 1 2 4 6 8  
Kilometres

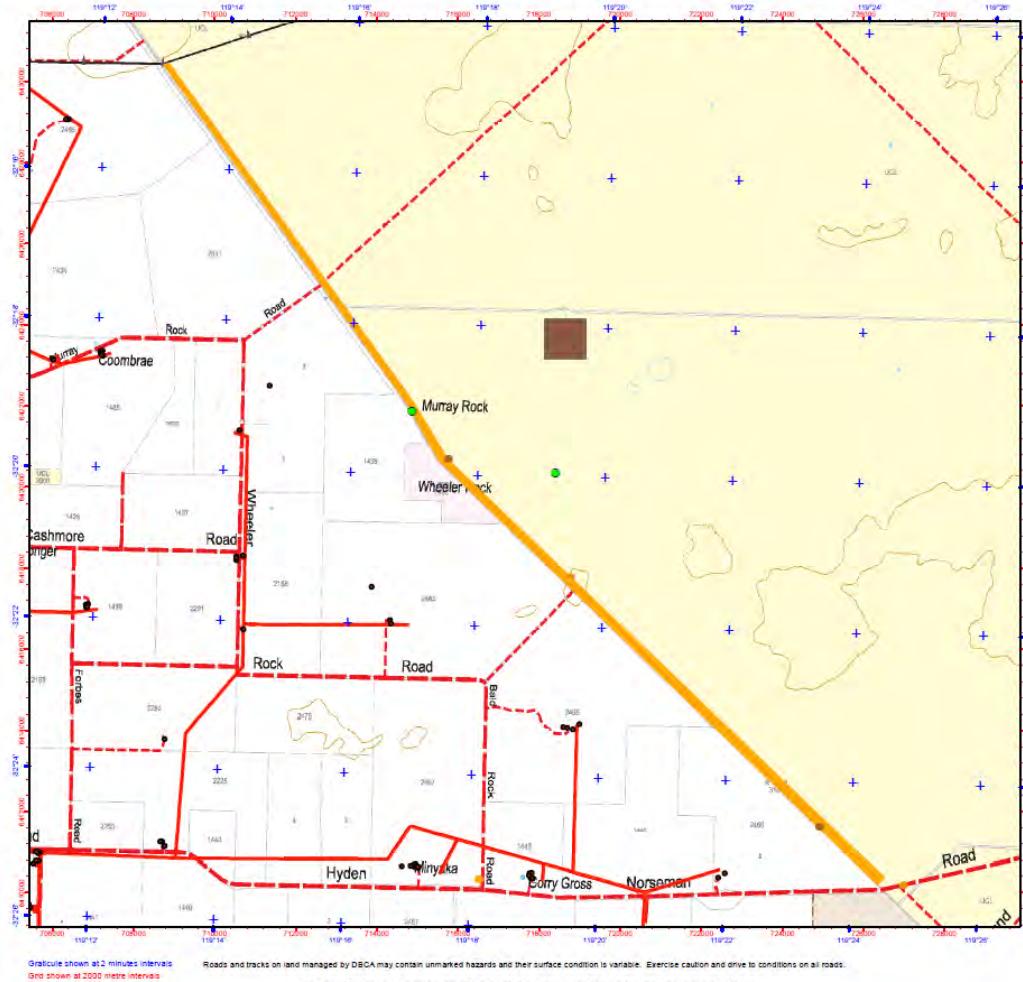
Projection: Universal Transverse Mercator  
MGA Zone 50, Datum: GDA94

Produced by G Keals,  
Department of  
Parks and Wildlife



Produced at 9:47am, on May 27, 2016

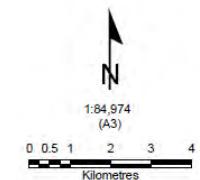
# CWB\_031 - Forrestania UCL



Forrestania UCL Buffer Burn  
CWB\_031

## Legend

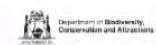
- LANDGATE Building Points
- Distribution Lines - Overhead High Voltage
  - Priority 1
  - Priority 2
  - Priority 3
- Apiary Sites STATUS
  - Current
- CWB\_2019\_burn\_program
- Aboriginal Sites Register
  - Registered Site
- Distribution High Voltage Carrier Lines



Projection: Universal Transverse Mercator  
MGA Zone 50, Datum: GDA94

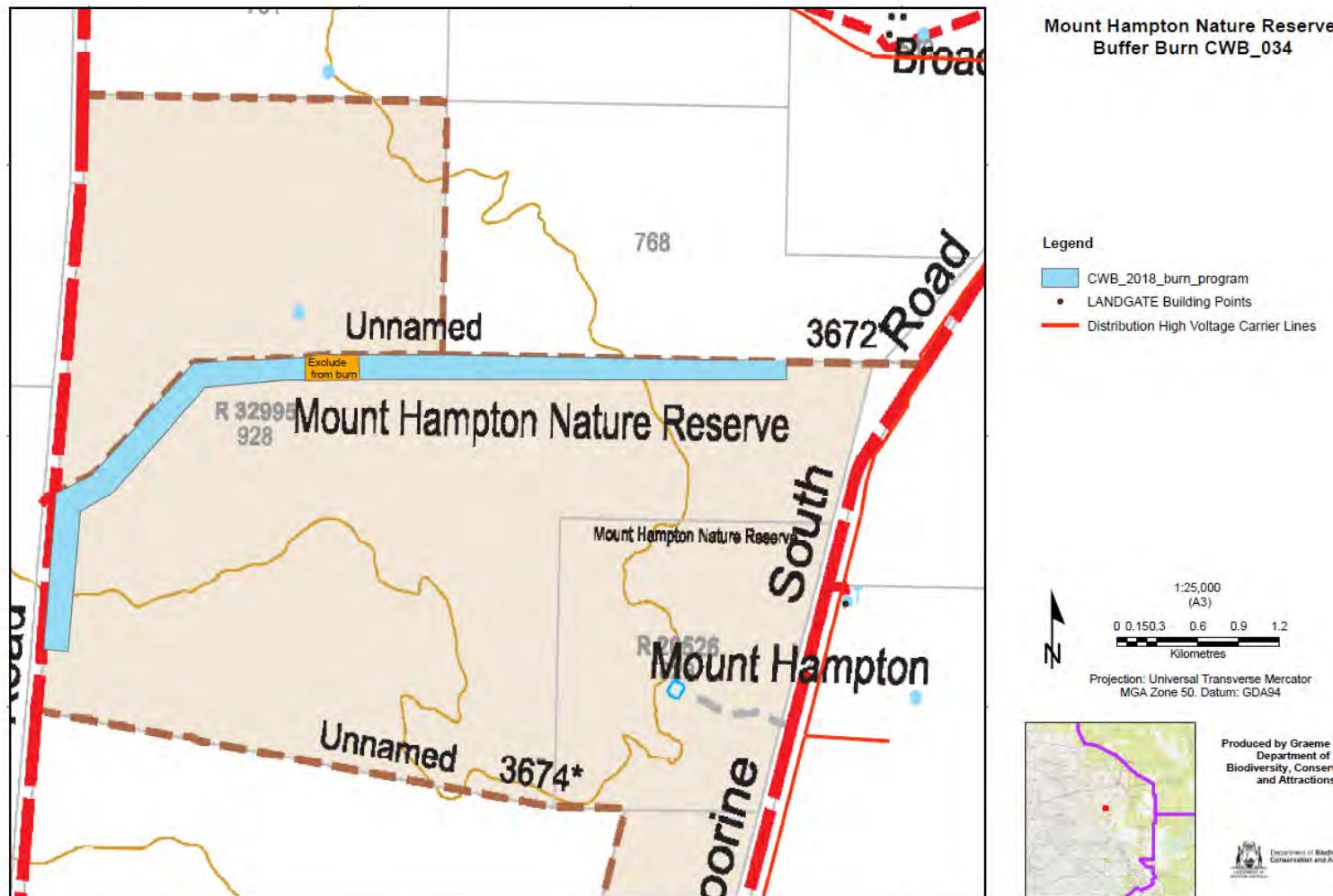


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Department of  
Biodiversity, Conservation  
and Attractions



Produced at 8:48am, on Mar 27, 2018

# CWB\_034 – Mount Hampton Nature Reserve



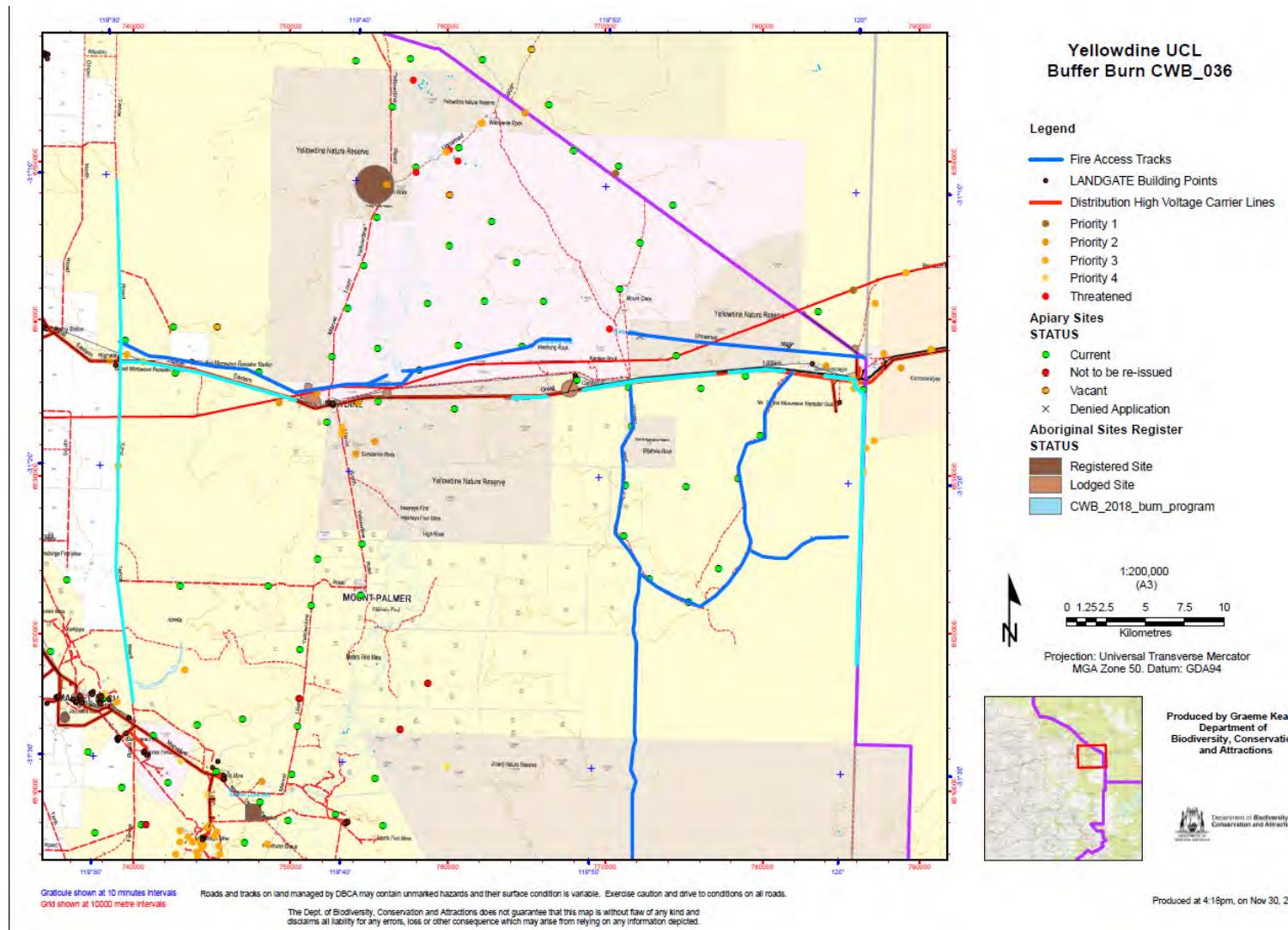
Grids shown at 10 minutes intervals  
Grid shown at 10000 metre intervals

Roads and tracks on land managed by DBCA may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

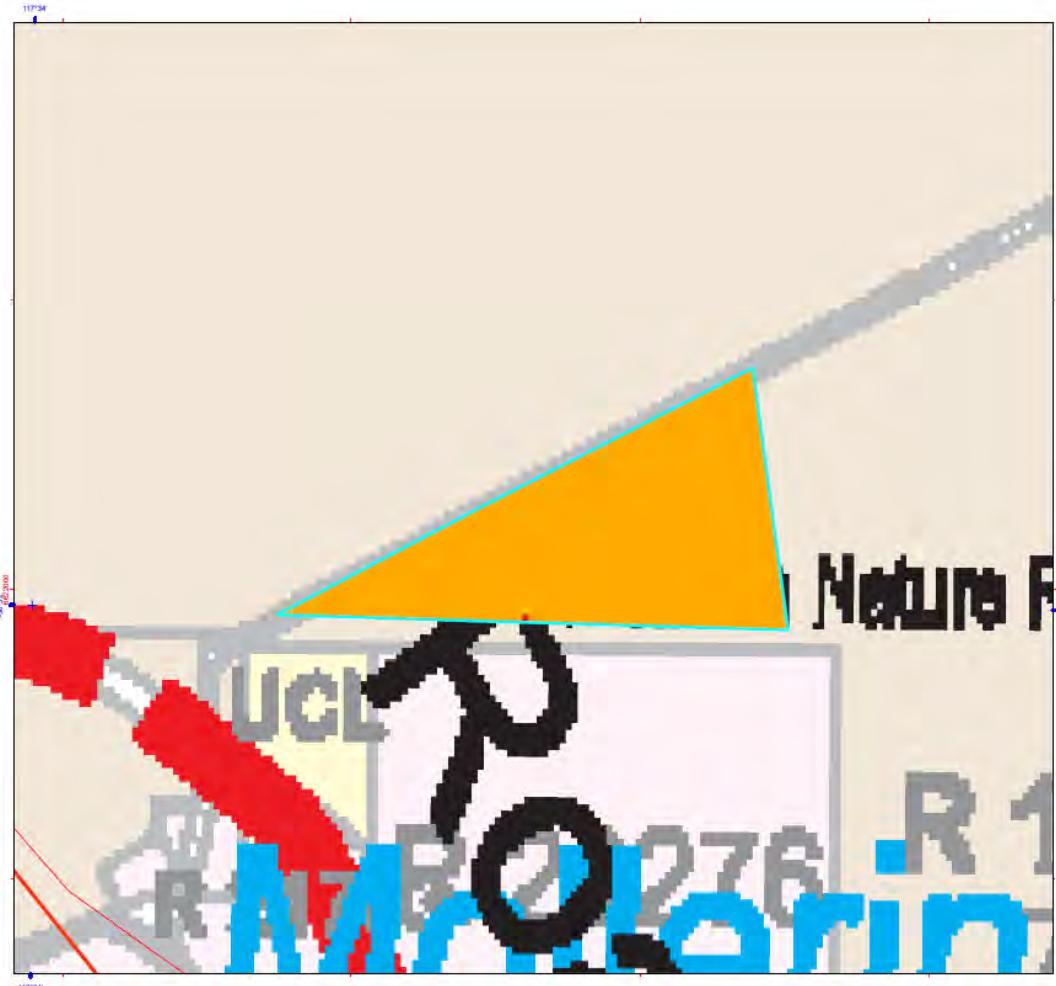
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Produced at 4:18pm, on Nov 30, 2017

# CWB\_036 – Yellowdine UCL



# CWB\_037 – Mollerin NR



Gridline shown at 2 minutes intervals.  
Grid shown at 2000 metre intervals.

Roads and tracks on land managed by DBCA may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

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Produced at 8:48am, on Mar 27, 2018

**Mollerin NR Research Burn  
CWB\_037**

## Legend

- Distribution Lines - Overhead
  - High Voltage
  - Threatened
- CWB\_2019\_burn\_program
- Distribution High Voltage Carrier Lines



1:5,000  
(A3)  
00.0325085 0.13 0.195 0.28  
Kilometres

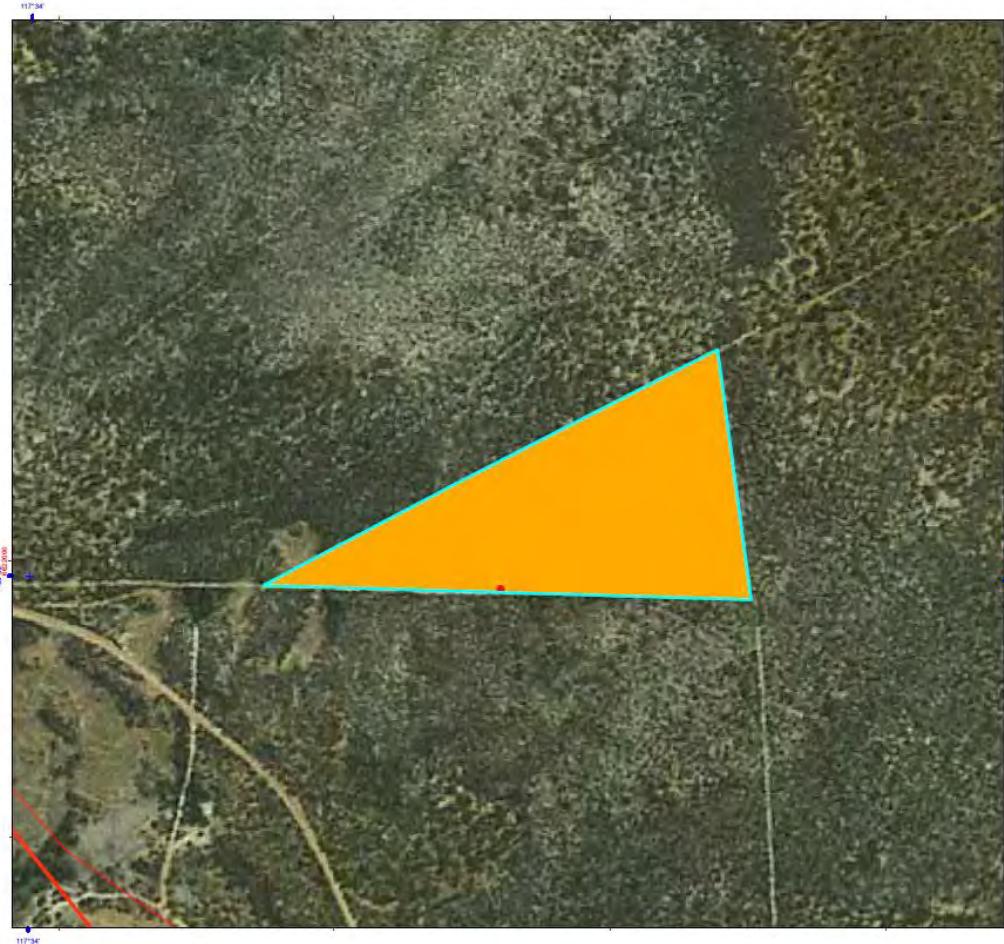
Projection: Universal Transverse Mercator  
MGA Zone 50, Datum: GDA94



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Department of  
Biodiversity, Conservation  
and Attractions



# CWB 037 – Mollerin NR



Gridlines shown at 2 minutes intervals  
Grid shown at 2000 metre intervals  
Roads and tracks on land managed by DBCA may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

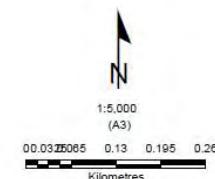
The Dept. of Biodiversity, Conservation and Attractions does not guarantee that this map is without flaw of any kind and disclaims all liability for any errors, loss or other consequence which may arise from relying on any information depicted.

**Mollerin NR Research Burn  
CWB\_037**

## Legend

**Distribution Lines - Overhead**

- High Voltage
- Threatened
- CWB\_2019\_burn\_program
- Distribution High Voltage Carrier Lines



Projection: Universal Transverse Mercator  
MGA Zone 50. Datum: GDA94



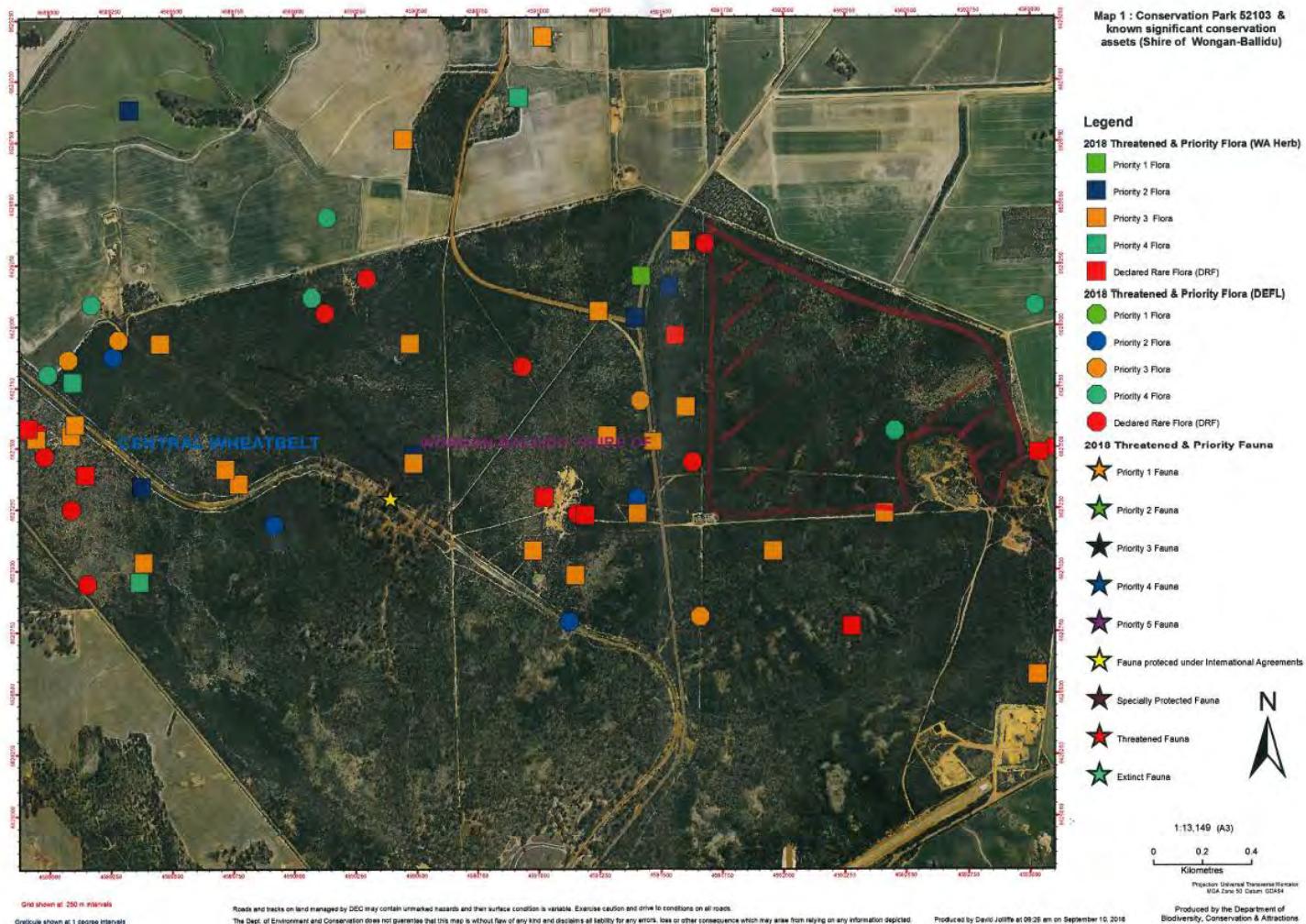
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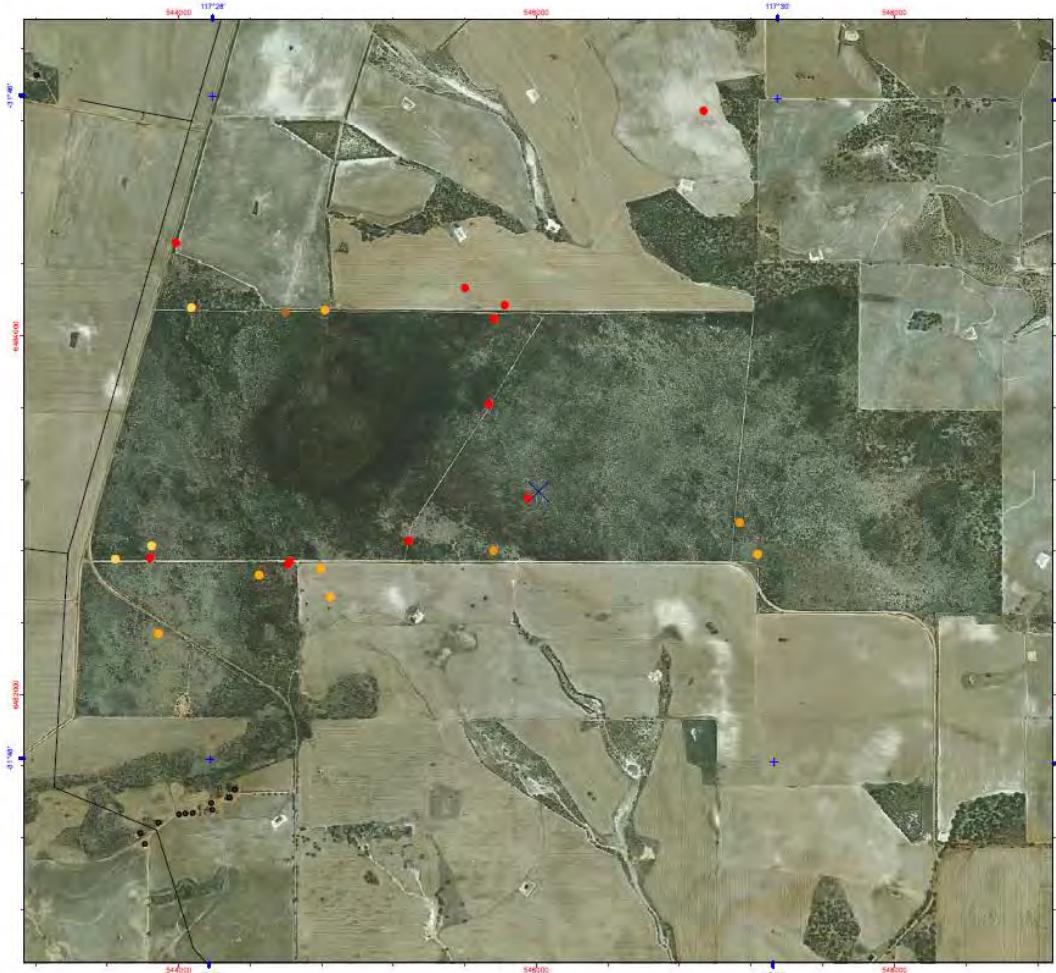
Produced at 8:48am, on Mar 27, 2018



# Wongan Hills



# Gairdner Nature Reserve



Gridline shown at 2 minutes intervals  
Grid shown at 2000 metre intervals

Roads and tracks on land managed by DBCA may contain unmarked hazards and their surface condition is variable. Exercise caution and drive to conditions on all roads.

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Produced at 8:48am, on Mar 27, 2016

Charles Gardner Nature Reserve  
Burn CWB\_

## Legend

- LANDGATE Building Points
- Distribution Lines - Overhead
- High Voltage
- Priority 1
- Priority 2
- Priority 3
- Priority 4
- Threatened



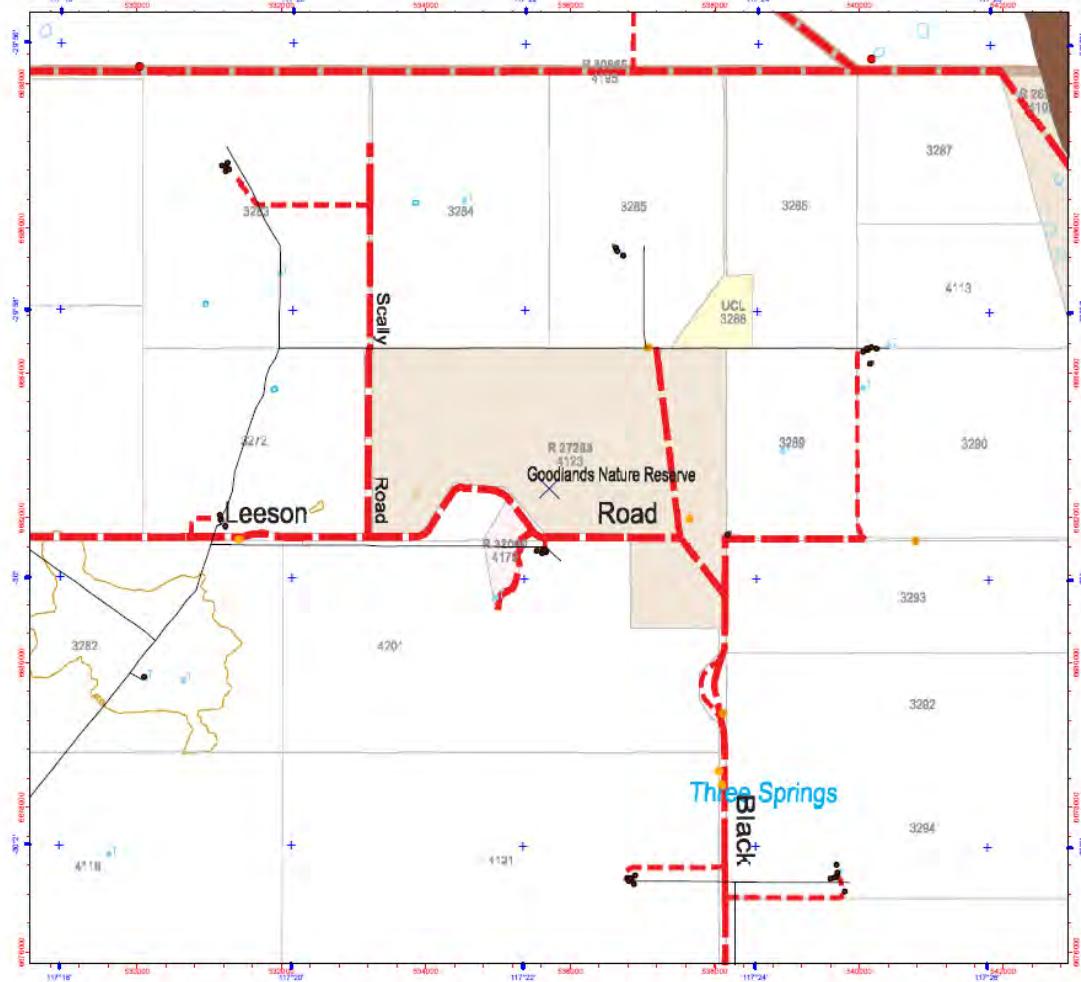
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(A3)  
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Kilometres

Projection: Universal Transverse Mercator  
MGA Zone 50, Datum: GDA94



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and Attractions

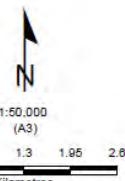




## Goodlands Nature Reserve Burn CWB\_

### Legend

- LANDGATE Building Points
- Apiary Sites
- Not to be re-iss
- Distribution Lines - Overhead
- High Voltage
- Priority 2
- Priority 3
- Aboriginal Sites Regis
- Registered Site



1:50,000  
0 0.32 0.65 1.3 1.95 2.6  
Kilometres

Projection: Universal Transverse Mercator  
MGA Zone 50, Datum: GDA94



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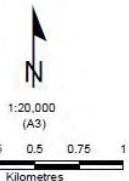
Produced at 8:48am, on Mar 27, 2018



### East Nugadong Nature Reserve Burn CWB\_

#### Legend

- LANDGATE Building Points
- Distribution Lines - Overhead
- High Voltage



Projection: Universal Transverse Mercator  
MGA Zone 50, Datum: GDA94



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Department of  
Biodiversity, Conservation  
and Attractions



Produced at 6:48am, on Mar 27, 2018



# Operational Fleet Project

Delivering a Fit for Purpose Fleet Together



## BFS

### Project Overview

### March 2019

# Agenda

- Project Overview
- Operational Fleet Catalogue
- Operational Fleet Design and Delivery Model
- Project Streams Status
- Communications
- How to Get Involved
- Fleet Allocation Queries

# Overview

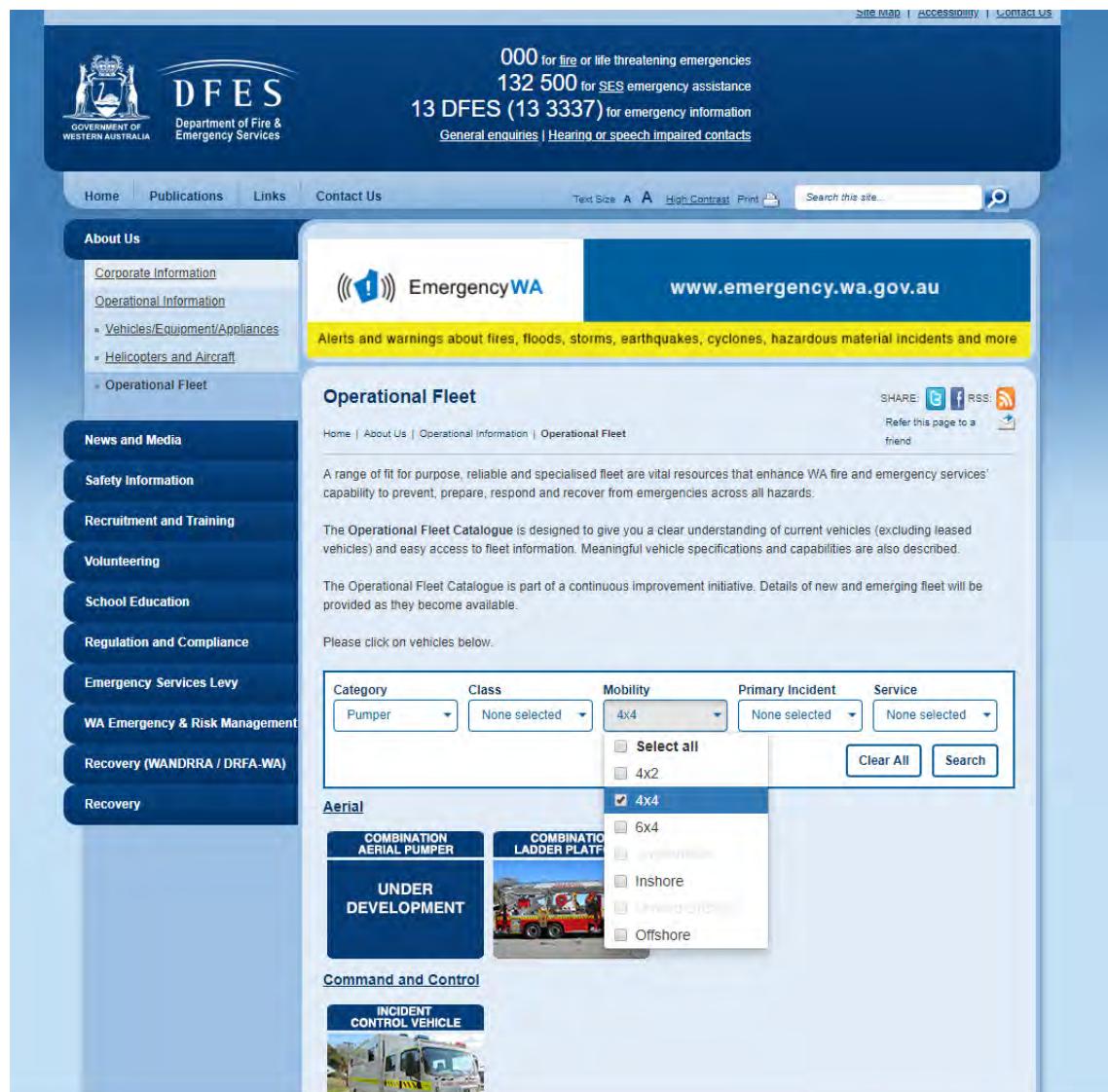
What are we doing?	Why are we doing this?	How will it work?
<ul style="list-style-type: none"><li>• New 'Operational Fleet Design &amp; Delivery Model'</li><li>• Greater involvement from end users and stakeholders</li><li>• Streamline the process to deliver the design, specifications, first of type and build contracts for DFES fleet</li><li>• Piloting and refining the model across high priority fleet</li><li>• Online Fleet Catalogue to improve access to operational fleet information</li></ul>	<ul style="list-style-type: none"><li>• To develop a robust model</li><li>• Ensure fleet specifications and tender responses meet both State needs and <u>user requirements</u></li><li>• 'Fit for Purpose' will better equip all fire &amp; emergency services to protect the community</li><li>• To improve end user inclusion in fleet design and evaluation</li><li>• Consider innovation</li><li>• Bring consistency to the process</li><li>• Improve visibility of fleet delivery</li></ul>	<ul style="list-style-type: none"><li>• Opportunity to contribute for all services and regions</li><li>• Continual engagement with end users and stakeholders is critical</li><li>• Not a 'One Size Fits All' exercise</li><li>• Minor configurations to suit local conditions</li><li>• Standardising fleet composition where possible will maximise interoperability &amp; improve efficiencies</li></ul>

## What does success look like?



# Operational Fleet Catalogue

- Sits on DFES external web site
- Greater understanding of available fleet
- Easy access to fleet information
- Filtering capability
  - Fleet type
  - Class
  - Mobility
  - Primary Incident
  - Service
- Click on fleet image for specifications and capabilities



The screenshot shows the DFES (Department of Fire & Emergency Services) website. The top navigation bar includes links for Home, Publications, Links, Contact Us, Text Size, High Contrast, Print, and a search bar. The top right corner features emergency contact numbers: 000 for fire or life threatening emergencies, 132 500 for SES emergency assistance, and 13 DFES (13 3337) for emergency information. Below the top bar, there's a sidebar with links for About Us (Corporate Information, Operational Information, Vehicles/Equipment/Appliances, Helicopters and Aircraft, Operational Fleet), News and Media (Safety Information, Recruitment and Training, Volunteering, School Education, Regulation and Compliance, Emergency Services Levy, WA Emergency & Risk Management, Recovery (WANDRRA / DRFA-WA), Recovery), and a large 'Operational Fleet' section. The main content area is titled 'Operational Fleet' and includes a sub-section for 'Operational Fleet Catalogue'. It features a search bar and a filtering interface with dropdown menus for Category (Pumper), Class (None selected), Mobility (4x4), Primary Incident (None selected), and Service (None selected). A dropdown menu for 'Mobility' is open, showing options: Select all (checked), 4x2, 6x4, Inshore, Offshore, and Offshore. Below the filtering interface, there are images of fire trucks and other emergency vehicles, with labels like 'COMBINATION AERIAL PUMPER', 'UNDER DEVELOPMENT', 'COMBINATION LADDER PLATE', 'Command and Control', and 'INCIDENT CONTROL VEHICLE'.

# Operational Fleet Catalogue

 <p>Government of Western Australia Department of Fire &amp; Emergency Services</p>	 <p>DFES Department of Fire &amp; Emergency Services</p>	<p><b>Standard Specification</b></p> <table> <tbody> <tr> <td>Crew Capacity</td><td>Provision for six (6) crew</td></tr> <tr> <td>Dimensions</td><td>8072 L x 3024 H x 2490 W mm (2900 W mm mirror to mirror)</td></tr> <tr> <td>Weight</td><td>14,010 kg</td></tr> <tr> <td>Cab Chassis</td><td>Isuzu FTS 139-260 4x4 / 14,200 kg GVM / Crew cab / 191kw diesel engine / automatic transmission</td></tr> <tr> <td>Crew Protection</td><td>AVL, Deluge, Radiant heat shields, Lagging, Burn over blankets and In cab air units</td></tr> <tr> <td>Pump</td><td>Waterous CLVT close coupled to an independent 4 cyl water cooled Isuzu 4JG1TPW-01 Engine 1850 L/m @ 700 kPa</td></tr> <tr> <td>Pump Performance</td><td>Stationary / Pump and Roll</td></tr> <tr> <td>Pumping Modes</td><td>Electrically powered (Oil less) vane type</td></tr> <tr> <td>Primer Pump</td><td>A Class Injected</td></tr> <tr> <td>Foam System</td><td>Three (3) x 64mm BIC Female</td></tr> <tr> <td>Deliveries</td><td>Two (2) x 64mm BIC Male</td></tr> <tr> <td>Collectors</td><td>One (1) x 100mm Storz Hard Suction</td></tr> <tr> <td>Hose Reels</td><td>One (1) x 64mm BIC Male Tank fill (direct)</td></tr> <tr> <td>Water Capacity</td><td>One (1) electric rewind 50m x Ø25mm One (1) electric rewind 30m x Ø19mm 3600 litres (3000 litres operational / 600 litres deluge)</td></tr> <tr> <td>Foam Capacity</td><td>60 litres A Class foam tank</td></tr> <tr> <td>Lighting</td><td>24 volt LED Lighting</td></tr> <tr> <td>Ladder</td><td>Arion 7.65 triple extension</td></tr> <tr> <td>Welfare</td><td>32 litre fridge</td></tr> </tbody> </table>	Crew Capacity	Provision for six (6) crew	Dimensions	8072 L x 3024 H x 2490 W mm (2900 W mm mirror to mirror)	Weight	14,010 kg	Cab Chassis	Isuzu FTS 139-260 4x4 / 14,200 kg GVM / Crew cab / 191kw diesel engine / automatic transmission	Crew Protection	AVL, Deluge, Radiant heat shields, Lagging, Burn over blankets and In cab air units	Pump	Waterous CLVT close coupled to an independent 4 cyl water cooled Isuzu 4JG1TPW-01 Engine 1850 L/m @ 700 kPa	Pump Performance	Stationary / Pump and Roll	Pumping Modes	Electrically powered (Oil less) vane type	Primer Pump	A Class Injected	Foam System	Three (3) x 64mm BIC Female	Deliveries	Two (2) x 64mm BIC Male	Collectors	One (1) x 100mm Storz Hard Suction	Hose Reels	One (1) x 64mm BIC Male Tank fill (direct)	Water Capacity	One (1) electric rewind 50m x Ø25mm One (1) electric rewind 30m x Ø19mm 3600 litres (3000 litres operational / 600 litres deluge)	Foam Capacity	60 litres A Class foam tank	Lighting	24 volt LED Lighting	Ladder	Arion 7.65 triple extension	Welfare	32 litre fridge	<p><b>Primary Incident</b></p>  <p>Bushfire</p>
Crew Capacity	Provision for six (6) crew																																						
Dimensions	8072 L x 3024 H x 2490 W mm (2900 W mm mirror to mirror)																																						
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<p><b>Category</b></p> <p><b>Name</b></p> <p><b>Tanker 3.4 Urban Tanker</b></p>	<p><b>Mobility</b></p>  <p><b>Mass Class</b></p> 	 <p>Structure Fire (external)</p>																																					
<p><b>Image</b></p> 	<p><b>Configurations</b></p> <p><b>BA equipped</b></p> <p>4 x BA set stowage 4 x spare BA cylinder stowage Additional rear locker for flat hose stowage B Class foam induction post delivery 200 litres B Class foam tank Little Giant ladder</p>	 <p>Structure Fire (internal)</p>																																					
<p><b>Services</b></p>   		<p>Version 1.3 9-01-2019</p>																																					

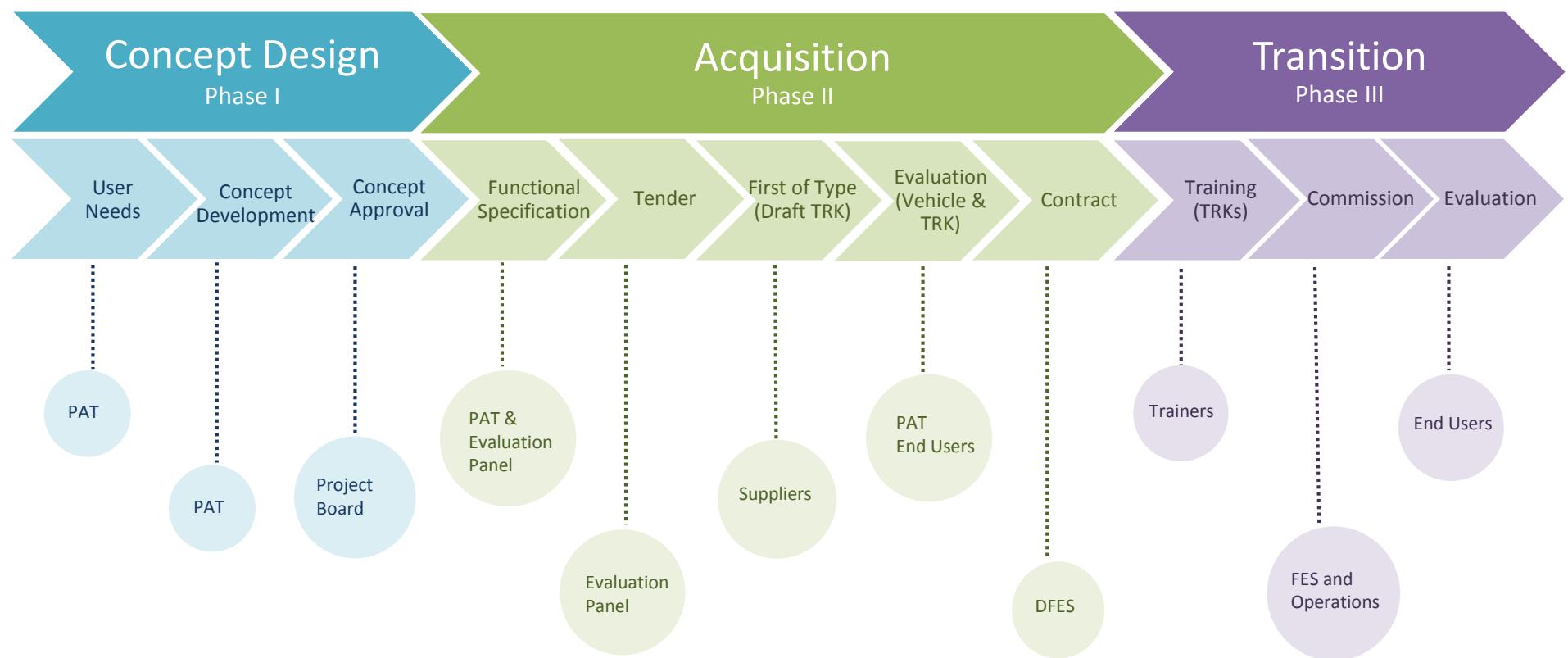
# Operational Fleet Catalogue

 <p>Government of <b>Western Australia</b> Department of Fire &amp; Emergency Services</p>	 <p><b>DFES</b> Department of Fire &amp; Emergency Services</p>	<b>Standard Specification</b>	<b>Primary Incident</b>
<b>Category</b>	<b>Name</b>		
<b>Command and Control</b>	<b>Incident Control Vehicle</b>		
Mobility	Mass Class		
			
<b>Image</b>			
<b>Services</b>			
			

Version 1.1 9-01-2019

# Operational Fleet Design & Delivery Model

## Simplified Version



### Key Features

- Roadmap for consistent design and delivery of all fleet
- Enables validation of initial concept
- Ensures agreement from all before moving to acquisition phase
- Opportunity to confirm we've achieved what was agreed during concept design through functional specifications, tender responses and evaluation
- Fleet supplier at evaluation to answer questions
- Includes development of learning resources to ensure preparedness
- Involvement of end users at multiple steps

# Project Streams Status

## Project Stream Dashboard

Status Update - March 2019

Fleet Project Stream	Current Status	Next Steps
<b>Piloting the Model - New Fleet Contracts</b>		
<b>General Rescue Utility (Formerly Rescue Vehicle)</b>	Concept Design has been endorsed by Project Reference Group and approved by Project Board. Functional Specification reviewed by PAT members. PAT Chair is Jon Kirk.	Commence first of type build through CUA. The first of type will be tested by FES and then evaluated by end users.
<b>Acquisition</b> Functional Specification		
<b>Flood Rescue Boat</b>	Tender Period closed, Tender in Evaluation by panel which includes volunteers as observers. PAT Nominations have been finalised. PAT Chair is Graham Sears.	Tender Evaluation to conclude. PAT kick-off meeting planned for April 2019 to confirm design for first of type build.
<b>Acquisition</b> Tender		
<b>Combined Aerial Pumper Appliance</b>	Concept Design endorsed by Project Reference Group and approved by Project Board. Functional Specification being drafted for review. PAT Chair is Brad Delavale.	Functional specifications due for completion late March 2019. Publishing of tender scheduled for April 2019.
<b>Acquisition</b> Functional Specification		

## Piloting the Model - Continuing Work Previously Started

The project has mapped the status of fleet vehicles that were part of previous work against the new model. Gaps have been identified and, where feasible, we will close them through application of the new model and its guiding principles.

\* There have been a number of vehicles where specifications were developed with limited stakeholder engagement. Importantly, we are looking for opportunities to involve stakeholders now where we can.

\*\* **Interim Contracts for new builds will go through a first of build assessment which aligns to the Acquisition – First of Type stage.**

<b>Road Crash Rescue Tender</b>	Tender in Evaluation. PAT nominations have been finalised. PAT Chair Sven Andersen.	Tender Evaluation activities continue. PAT kick-off meeting planned for March 2019 to confirm design for first of type build.
<b>Acquisition</b> First of Type		
<b>General Rescue Truck</b>	Tender in Evaluation. PAT nominations have been finalised. PAT Chair is Jon Kirk.	Tender Evaluation activities continue. PAT kick-off meeting planned for March 2019 to confirm design for first of type build.
<b>Acquisition</b> First of Type		
<b>Ultra Light Tanker*</b>	Tender in Evaluation. PAT nominations have been finalised. PAT Chair is Brad Slater.	Tender evaluation activities continue. PAT to be formed and kick-off in April 2019.
<b>Acquisition</b> Tender		
<b>Light Tanker*</b>	Tender responses declined. PAT nominations have been finalised. PAT Chair is Murray McBride.	Vehicle Concept to be reviewed by PAT and prepare for acquisition. PAT to be formed in April 2019.
<b>Concept</b> Concept Development		

# Project Stream Groupings

*“Piloting the Design and Delivery Model”*

Group 1: New Fleet Contracts

Group 2: Continuing the Work Previously started - *In Acquisition*

Group 3: Continuing the Work Previously started - *First of Type Evaluation*



## Prioritisation Ranking (each scored out of 10)

1. PESTLE (Political, Economic, Social, Technical, Legal, Environmental)
2. Contract Driven
3. Volume/Cost of Fleet Required
4. Proximity of End of Life/Replacement Schedule
5. Opportunity Cost (Change Management, Schedule, Technical Debt reduction)
6. Safety

## Project Stream Group 2

Continuing the work previously started  
*In Acquisition*

### Project Focus:

- Establish PAT's and confirm schedule of activities
- Apply the steps of the model to current Tender Evaluations
  - Interim Contracts (re-establishing supply)
  - Light Fleet Tender

# Light Tanker (tendered as Ultra Light Tanker)

## Objective:

Fast response vehicle with focus on urban fire (limited crew cab protection)

Tasks	2018						2019											
#OFP03	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
Tender Evaluation																		
Tender Evaluation (Demonstration)																		
First of Type Build																		
Build Evaluation																		

PAT Chair: Brad Slater



= PAT meeting / workshop



## Stream Strategy:

Piloting the Model - Continuing work previously started (In Acquisition).

## Current Status:

- Tender under Evaluation.

## Next Steps:

- Tender evaluation activities continue.

## PAT Activities:

- PAT kick-off meeting in April

## Risk / Issues / Opportunities:

## Prioritisation Ranking:

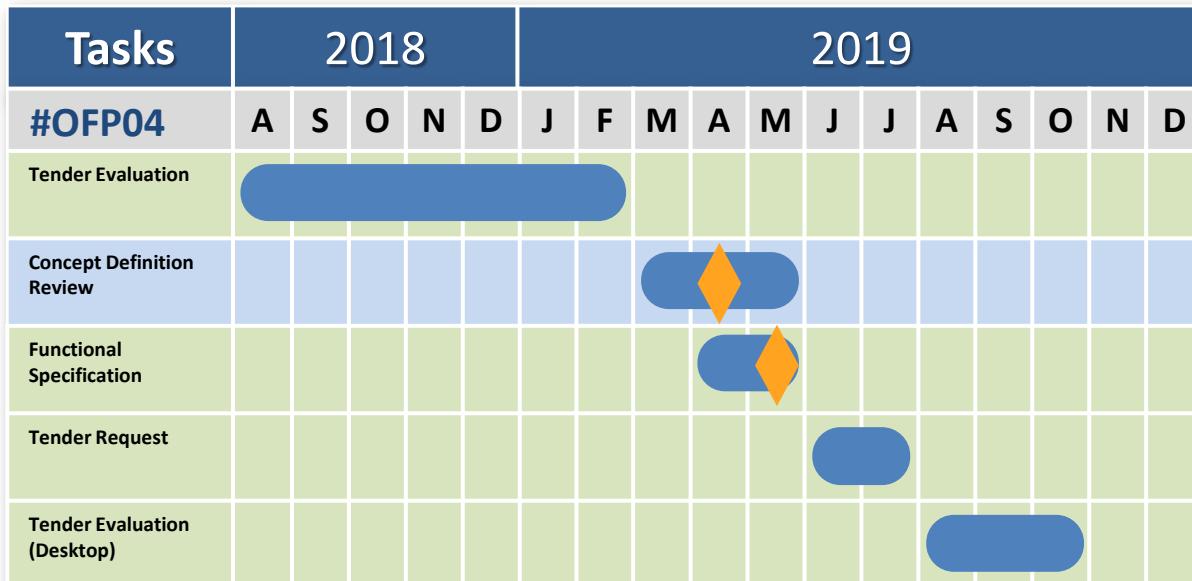
46/60

Status Update: March 2019

# 1.4 Tanker (tendered as Light Tanker)

## Objective:

Fast response vehicle with focus on rural fire with full crew cab protection



PAT Chair: Murray McBride



= PAT meeting / workshop



## Stream Strategy:

Piloting the Model - Continuing work previously started (In Acquisition).

## Current Status:

- Rural ConOps under review to clarify fleet capability requirements
- Tender responses declined.

## Next Steps:

- Tender Evaluation recommendation report to be issued
- Review vehicle concept design activities

## PAT Activities:

- PAT nominations finalised.
- PAT kick-off in April to review vehicle concept and requirements

## Prioritisation Ranking:

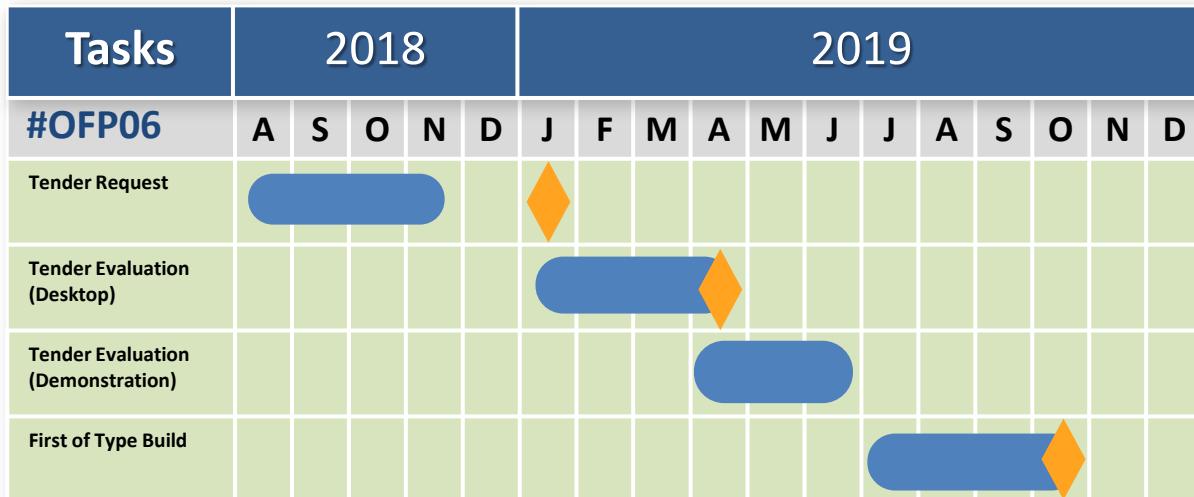
60/60

Status Update: March 2019

# 4.4 Broadacre Tanker

## Objective:

Re establishment of Vehicle supply contract



PAT Chair: Paul Blechynden



= PAT meeting / workshop



## Stream Strategy:

Piloting the Model - Continuing work previously started (In Acquisition).

## Current Status:

- Tender in Evaluation (involving volunteers)
- PAT nominations finalised

## Next Steps:

- Tender evaluation activities continue.

## PAT Actions:

- PAT Kick-off in April

## Risk / Issues / Opportunities:

- Resource availability risk to evaluation panel during high threat period.

## Prioritisation Ranking:

43/60

Status Update: March 2019

## Project Stream Group 3

### Continuing the Work Previously started *First of Type Evaluation*

#### Project Focus:

- Establish PAT's and confirm schedule of activities
- Supporting the first of build process through evaluation and trial activities of the model.

# 2.4 Broadacre Tanker

## Objective:

Re establishment of Vehicle supply contract

Tasks	2018					2019										
	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N
#OPF13																
Contract Award																
First of Type Build																
Build Evaluation																
Commission																

PAT Chair: Torben Bendsten



= PAT meeting / workshop



## Stream Description:

Piloting the Model - Continuing work already started (Acquisition)

## Current Status:

- Contract Awarded to GH Varley

## Next Steps:

- PAT nominations and kick-off to review first of build specifications.
- Contract Award issued and delivery schedule to be established.

## PAT Actions:

- PAT kick-off in May

## Risk / Issues / Opportunities:

- Allocation of 2.4 replacement fleet

## Prioritisation Ranking:

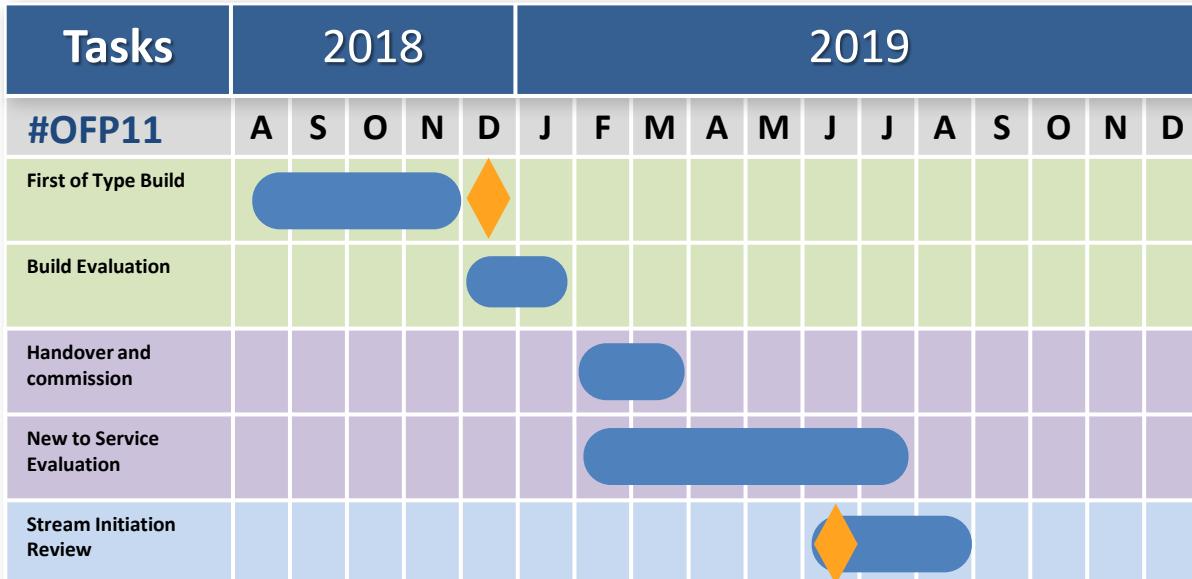
18/60

Status Update: March 2019

# 3.4 Urban Tanker

## Objective:

Re establishment of Vehicle supply contract



PAT Chair: Brad Delavale

= PAT meeting / workshop



## Stream Strategy:

Piloting the Model - Continuing work previously started (Build Program)

## Current Status:

- Handover of new appliances to BGU's has commenced.

## Next Steps:

- New to Service evaluations to be conducted with BGU's receiving appliances.

## PAT Actions:

- Review new to service evaluation findings

## Risk / Issues / Opportunities:

- Limited scope for rework due to delivery through interim contract stream.

## Prioritisation Ranking:

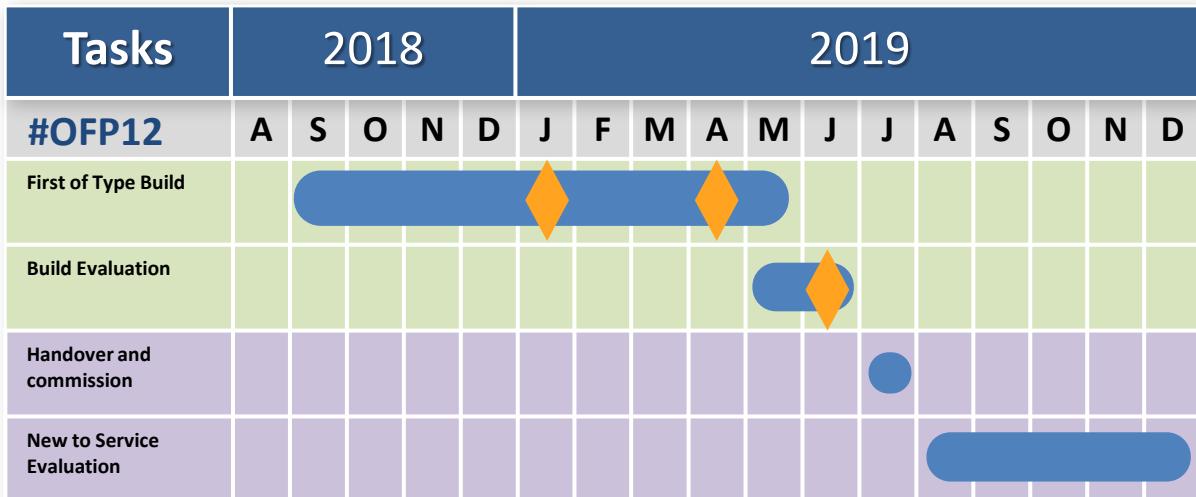
24/60

Status Update: March 2019

# Bulk Water Carrier

## Objective:

Re establishment of Vehicle supply contract



PAT Chair: Paul Southam



= PAT meeting / workshop



## Stream Strategy:

Piloting the Model - Continuing work previously started (Build Program)

## Current Status:

- In-build by Frontline Fire

## Next Steps:

- First of Type build expected May 2019.

## PAT Actions:

- PAT kick-off in April to confirm design for First of Type build

## Risk / Issues / Opportunities:

- None to report

## Prioritisation Ranking:

8/60

Status Update: March 2019

# Communications

## Volunteer & Staff Portal

The Operational Fleet Project (OFP) is developing a model that will enhance stakeholder engagement and streamline the process to deliver the design, specifications, prototypes and build contracts for the DFES operational fleet.

By building a robust model that involves end users at multiple steps, such as needs analysis and prototype evaluation, this new process will result in vehicle specifications and tender responses that meet both State needs and your requirements, as end users.

**Vehicle Project Streams Dashboard**

Below is a snapshot of the design and delivery progress for our priority fleet.

**Status Update - November 2018**

Fleet Project Stream	Current Status	Next Steps
<b>Piloting the Model - New Fleet Contracts</b>		
Rescue Vehicle	Safety Assessments, Proof of concept and Operational Concept document workshops being conducted	Finalisation and issue of operational concept for endorsement and approval. Develop Functional Spec.
Concept Design	Concept Development	
CAP	Safety Assessments, Proof of concept and Operational Concept document workshops being conducted	Finalisation and issue of operational concept for endorsement and approval. Develop Functional Spec.
Concept Design	Concept Development	
<b>Piloting the Model - Continuing Work Previously Started</b>		
The project has mapped the status of fleet vehicles that were part of previous work against the new model. Gaps have been identified and, where feasible, we will close them through application of the new model and its guiding principles.		
* There have been a number of vehicles where specifications were developed with limited stakeholder engagement. Importantly, we are looking for opportunities to involve stakeholders now where we can.		
** Interim Contracts for new builds will go through a first of build assessment which aligns to the Acquisition-Prototype stage.		
<b>In Acquisition</b>		
Road Crash Rescue Tender	Tender evaluation report being finalised by Procurement. PAT chair has been nominated.	Tender evaluation recommendations issued and pre-production award activities to commence. PAT Chair briefing and team nominations to be issued.
Acquisition	Tender	
General Rescue Truck	Tender evaluation report being finalised by Procurement. PAT chair has been nominated	Tender evaluation recommendations issued and pre-production award activities to commence. PAT Chair briefing and team nominations to be issued.
Acquisition	Tender	
<b>Operational Fleet Design and Delivery Model</b>		

- New content every month
- Emails and eNewsletters to link directly to the site

### Project Streams Dashboard

- Status update for all fleet
- Current & next steps
- Position in model indicated
- Updated every month

# Communications

## Monthly Project Update

### Operational Fleet Project

Delivering a Fit for Purpose Fleet Together



#### UPDATE | February 2019

##### What has been happening?

- First Project Advisory Team (PAT) Chair briefing session held late January - PAT chairs for Urban Pumper, HAZMAT Structural Rescue, Bulk Water Carrier and 2.4 Broadacre Tanker were taken through how PATs work, their responsibilities and their project stream activities. A second session will be held early in February for remaining project streams. PATs will be finalised by the end of February 2019.
- Following the second OFP Reference Group meeting late January, we now have acceptance of the CAPA and General Rescue Utility concepts.
- New project team members – Welcome to Uchit Luktuke and Skye Pichler.

##### What is next?

- OFP Roadshow to kick off in February – our Project Director will be travelling around the state providing updates and briefings to various services.
- Second PAT Chairs Briefing session 7<sup>th</sup> February 2019.
- Number of PATs will be kicking off over the next two months to support development of First of Types, concept design and evaluations.

##### Project Overview Presentation now available

Share the word with your Brigade/Group/Unit (BGU) – complete with speaking notes  
For your copy - visit the [DFES intranet](#) or the [Volunteer Portal](#) (scroll to bottom of page).

##### FEBRUARY HIGHLIGHT

###### 3.4 Urban Tanker PAT User Trial Outcomes

In December 2018 volunteers from Volunteer Fire and Rescue Service (VFRS), Volunteer Fire and Emergency Services (VFES) and Bush Fire Service (BFS) from across the state gathered to participate in a hands on trial of the first new series 3.4 Urban Tankers off the production line.

Working with end users in the build program provided them the opportunity to point out things not necessarily noticeable to the supplier. Following valuable feedback, a number of immediate changes will address challenges with radio microphone locations, suction inlet valve interference with rear recovery, safer removal of standpipe and bar mounting and inclusion of a wheel brace extension bar.

Four 3.4 Urban Tankers are being delivered to Halls Creek, Wyndham, Brookton and Toodyay. New to Service trials will now commence once handed over to the brigades.



*"Thank you for the opportunity to be part of the user trial...it gives me confidence when someone asks 'Why?' instead of saying 'That's just how it is.'"*

Andrew Waters, BFS, Pink Lake, Esperance

3.4 UT PAT Video - [Click here for highlights](#)



Government of **Western Australia**  
Department of Fire & Emergency Services

For further details or feedback on this update, please contact  
the project team [OperationalFleetProject@dfes.wa.gov.au](mailto:OperationalFleetProject@dfes.wa.gov.au) or  
visit us at the [DFES Intranet](#) or the [Volunteer Portal](#).

**DFES**  
Department of Fire &  
Emergency Services

# How to Get Involved

## Stay Up to Date

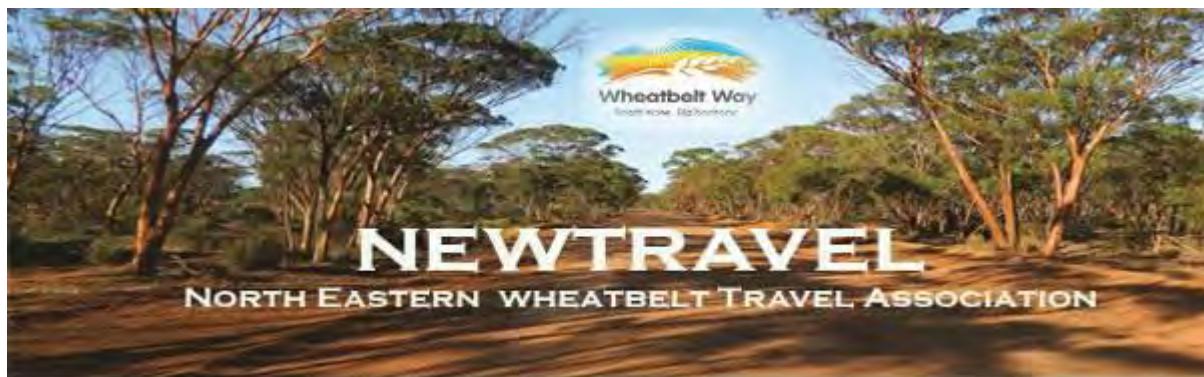
- Websites
  - DFES Intranet
  - Volunteer Portal
  - Project Stream Status Updates
  - Videos
- Monthly project updates sent to
  - Local Government CEOs
  - CESMs
  - CBFCOs
  - SES Local Managers
  - Volunteer Associations and UFUWA
- Project Briefings/Updates – Meetings and Forums
- eNewsletters
  - Local Government News
  - Association Newsletters
  - DFES Volunteer Update
- Project enquiry email -  
[OperationalFleetProject@dfes.wa.gov.au](mailto:OperationalFleetProject@dfes.wa.gov.au)
  - For any questions or feedback
  - To receive monthly updates

## Get Involved

- Register your interest to become a PAT member
  - Be part of concept design and first of type evaluation
  - Send us an email to [operationalfleetproject@dfes.wa.gov.au](mailto:operationalfleetproject@dfes.wa.gov.au) with your name, Service, Role, ID, contact details, Region/location and fleet of interest
- Number PAT members is limited – will do our best
- PATs are only one part of the evaluation model
- Other opportunities include
  - First of type user trials
  - New to service user trials
  - User trials in different locations to ensure 'Fit for Purpose' for those locations
  - All evaluations will feed back into the 'Design and Delivery' cycle for ongoing improvements

# Fleet Allocation Queries

- Operational Fleet Project scope is to design and deliver a fit for purpose operational fleet to ensure the right types of fleet are available on contract.
- As part of this, the Operational Fleet Model is designed to be inclusive of end users to help:
  - design the concept
  - evaluate submissions from the tender process
  - evaluate ‘first of type’
  - test the end product
  - includes provision of advice on functional specifications through the Project Advisory Teams
- The project does not manage fleet allocations or replacement schedules
- DFES still maintains its replacement schedule
- Any changes to fleet allocation will be considered through the DFES Resource to Risk Process or the Change Fleet Appliance Procedure
- If you have any further queries regarding fleet allocation for your BGU please contact your region.
- Refer to online ‘Operational Fleet Catalogue’ for information on available Fleet
  - ‘Operational Information’ on DFES Website
  - Links from Operational Fleet Project websites on DFES intranet and Volunteer Portal



## Minutes – GENERAL MEETING

General Meeting held on Thursday 28<sup>th</sup> February 2019

### STRATEGIC PLANNING SESSION

A Strategic Planning session was held with Caroline Robinson from the Wheatbelt Business Network from 10am – 12noon to discuss the future direction of NEWTRAVEL and its members. Caroline will return to present outcomes from this session at the next NEWTRAVEL meeting on Thursday 25<sup>th</sup> July 2019. Some key discussion points were:

- Our biggest barrier is that the people we want to be members do not know of NEWTRAVEL and/or are not focused on tourism.
- Some felt that tourist still in general have a lack of understanding about the Wheatbelt Way and come out to the region not knowing about it.
- NEWTRAVEL need a 10 second pitch to its members.
- Currently who are our members? How much effort do we put in to members and what do we and they receive in return? i.e. Local Government are our biggest financial contributor for the least effort, small business are our smallest financial contributor for a large effort.
- Vouchers – the Mt Marshall system is successful; can we expand this to member businesses?
- For the Organisation to continue to grow we need to have an “invest in us proposition”.
- Can we double the capacity of the Tourism Officer from 8hrs to 16hrs (at a cost of approx ~\$12,000)?
- Alternative income streams for NEWTRAVEL? Sponsorship, Grants, AGO?
- Who is the beneficiary? Need to find a long-term partner and give them a value proposition ie. BP/Great Southern Fuels, Bridgestone Tyres
- More Training? Can NEWTRAVEL deliver this? Earn and income from this activity?
- NEWTRAVEL need to get an icon (ie. Roger Federer to help raise profile).
- The Wheatbelt Way is just one Tourism Product of NEWTRAVEL. Are there more that we can develop and promote?

### GENERAL MEETING

Opening 12.33pm

#### Attendees:

Kim Storer (Chair)	Cr Tony Sachse (Mt Marshall)	Tony Clarke (Koorda)
Linda Vernon (Tourism Officer)	Lana Foote (Koorda)	Deb Colby (Beacon)
Nola Commerford-Smith (Mukinbudin)	Sarah Hammond (Wyalkatchem)	Jim Boyd (Beacon),
Alyce Ventris (Mukinbudin)	Cr Bev Palmer (Nungarin)	Melinda Brown (Nungarin CRC)
Paul Sheedy (Trayning)	Adam Majid (Nungarin)	Stephanie Elvidge(Wyalkatchem)
Wally Knott (Trayning)	Rebecca McCall (Dowerin)	
John Nuttall (Mt Marshall)	Misty Richards (Dowerin)	

**Apologies:**

Cr Sandie Ventris (Mukinbudin),  
Loren Northover (Mt Marshall)  
Stacey Geier (Westonia),  
Mandy Walker (RDA Wheatbelt)  
Cr Rachael Kirby (Mt Marshall)

Dirk Sellenger (Mukinbudin),  
Craig Cooper (Wyalkatchem CRC)  
Kim Holland (Nungarin)  
Lynley Arnott (Dowerin)  
Cindy Miller (DBCA Merredin)

Olivia Granich (Mt Marshall),  
Cr Greg Yates (Trayning)  
Jamie Criddle (Westonia)  
Cr. Bill Huxtable (Westonia)

**1. Previous Minutes**

1.1 Confirmation (Previous Meeting Minutes click [Here](#))

**Resolution:**

**That the Minutes of the NEWTRAVEL Meeting held in Trayning on 25<sup>th</sup> October 2018 be confirmed as a true and correct record of proceedings.**

**Moved: Tony Clarke      Seconded: Nola Commerford-Smith      CARRIED**

1.2 Business arising from previous minutes

Nil

**2. Correspondence****2.1 Correspondence In**

2.1.1 Various Emails inward.  
2.1.2 NEWROC MOU – Agreement for Tourism Officer Funds

**2.2 Correspondence Out**

2.2.1 Various Emails outward.  
2.2.2 Signed NEWROC MOU – Agreement for Tourism Officer Funds

**Resolution:**

**That the NEWTRAVEL inward correspondence is accepted and the outward correspondence be endorsed.**

**Moved: Rebecca McCall      Seconded: Tony Sachse      CARRIED**

**2.3 Business arising from Correspondence**

Nil

### 3. Financial Report

#### 3.1 NEWTRAVEL Financial Report February 2019

**Bank Closing Balance as of 28.2.2019 -\$77,720.63**

##### **Signage Funds Remaining**

	<b>\$11,323.70</b>
<i>Turbo Signs 4 x Flags for Visitor Information Points</i>	<b>\$900.00</b>
<b>Total Signage Funds Remaining</b>	<b>\$10,423.70</b>

The Tourism Officer did not have a full financial report to present to the meeting today and the above information was provided and asked for a motion to open a second NEWTRAVEL bank account for the Tourism Officer funds to be received NEWROC to allow for transparency and ease of management .

##### **Resolution:**

**That the Tourism Officer opens a second account at Bendigo Bank for the purpose of the Tourism Officer funds, with the signatories to be the same as the current bank account (Kim Storer, Toney Clarke and Linda Vernon) with any two to sign.**

**Moved: Rebecca McCall**

**Seconded: Tony Sachse**

**CARRIED**

## 4.0 NEWROC Tourism Officer July – October 2018 Report

Main Activities	Description	Progress/Update
<b>1. NewTravel Administration</b>		
a. Organise, attend and minute NEWTRAVEL meetings. Attending to any correspondence or motions at these meetings.	Organise and attend NEWTRAVEL Meetings	Attended: <ul style="list-style-type: none"><li>July NEWTRAVEL Mtg.</li><li>Finalised constitution change requirements.</li></ul>
b. Take recommendations from NEWTRAVEL as the key advisory Committee to NEWROC for action.	Prepare Agendas and Minutes; attend to correspondence and motions as directed.	<ul style="list-style-type: none"><li>July Minutes prepared and circulated.</li><li>October Agenda prepared and circulated.</li><li>Correspondence undertaken.</li></ul>
	Undertake financial responsibility for NEWTRAVEL including invoicing, paying accounts, preparing and presenting financial reports.	<ul style="list-style-type: none"><li>Monthly accounts paid.</li><li>Financial Reports Prepared for October Meeting.</li></ul>
<b>2. Marketing</b>		
a. Implement the Wheatbelt Way Marketing Plan	Develop, adopt and implement annual marketing plan.	<ul style="list-style-type: none"><li>Implement digital Marketing Strategy.</li></ul>
b. Support NEWTravel to undertake tourism marketing activities across NEWROC to the benefit of the member Councils.	Promote the Wheatbelt Way through press advertising and any other opportunities as they arise.	<ul style="list-style-type: none"><li>Sunday Times – 26 August 2018</li><li>RAC Horizons Magazine August-September 2018.</li><li>2019 AGO Planner Advertising organised.</li><li>Eastern Wheatbelt Visitors Guide</li></ul>
	Update and distribute Wheatbelt Way Brochures and Booklets. A5 Guidebook next reprint to be end 2016 early 2017.	<ul style="list-style-type: none"><li>Distributed as requested across Visitor Centres.</li></ul>
	Arrange for the preparation of promotional packages for individuals, groups, companies and arrange appropriate distribution	<ul style="list-style-type: none"><li></li></ul>
<b>3. Website and Social Media</b>		
a. Develop and maintain a presence for the Wheatbelt Way on internet and social media.	Maintain the Wheatbelt Way website	<ul style="list-style-type: none"><li>Updated events and info as required.</li><li>Created Birdwatching page.</li></ul>
	Answer all Wheatbelt Way enquiries via the website and respond to requests for merchandise as required.	<ul style="list-style-type: none"><li>Responded to a total of 70 website enquiries for this period.</li></ul>
	Create a Wheatbelt Way Facebook Page and maintain it regularly.	<ul style="list-style-type: none"><li>Maintain Facebook and Instagram posting as required.</li><li>Monitored social media through Hootsuite.</li></ul>
<b>4. Stakeholder Communications</b>		
a. Work closely with NEWROC, the Director of Economic Services and Wheatbelt Way Local Governments to implement identified Wheatbelt Way marketing activities.	Monthly Reports to Director of Economic Services and LGs	<ul style="list-style-type: none"><li>Presentation to NEWROC Council 28 August 2018.</li></ul>
b. Maintain relationships with Central Wheatbelt Visitors Centre and Australia's Golden Outback	Quarterly Newsletter to Stakeholders	<ul style="list-style-type: none"><li>September Newsletter sent to subscriber's database of over 700 people.</li><li>August E-news sent to NEWTRAVEL members.</li></ul>
	Attend Regional Working Group Meetings	<ul style="list-style-type: none"><li></li></ul>

<b>5. Maintenance and Monitoring</b>		
a. <i>Assist in the maintenance of the Wheatbelt Way Infrastructure and monitoring of Tourism across NEWROC</i>	<p>Coordinate and collate tourism data for the region.</p> <p>Coordinate annual auditing of Wheatbelt Way sites with individual shires and reporting of recommendations back to shires.</p>	<ul style="list-style-type: none"> <li>Statistics collated and summarised for reporting period.</li> <li>Received data from Col Heap Birdlife WA volunteer, met with him on his trips out in the Wheatbelt Way. Created website page for promoting Birdwatching in the region including Col's data.</li> <li>Finalised and ordered Minnivale Bakery sign.</li> <li>Provided information to Mukinbudin Shire staff on replacing signage at Bonnie Rock.</li> </ul>
<b>6. Supporting additional activities</b>		
a. <i>Any other duties within the Contractors range of abilities as directed by the Director of Economic Services if time and resources allow.</i>	<p>Assist with planning and conducting tourism initiatives as required (incl. local famils and trade shows).</p> <p>Carry out research and manage projects as required</p>	<ul style="list-style-type: none"> <li>- Wheatbelt Way stand, jointly with Central Wheatbelt Visitors Centre and Roe Tourism at Dowerin Field Days.</li> <li>• <b>Training:</b> confirmed, advertised and made arrangements for the Social Media Workshops with Meg Coffey.</li> <li>• <b>Destination WA:</b> AGO have organised 8 episodes to be filmed in the region of which has recommended that one be of the Wheatbelt Way. To be filmed late October early November. Liaising.</li> </ul>

**RESOLUTION:**

**That the NEWROC Tourism Officer July – October 2018 report be received.**

**Moved: David Burton**

**Seconded: John Nuttall**

**CARRIED**

#### 4.1      Quarterly Statistics

**Snapshot Summary of Statistics Collected: Please send in your statistics for the period 1 March – 20 June 2018 as soon as possible if you have not done so already.**

The next reporting period is 1 March 2019 – 30 June 2019, can all participation accommodation please provide data to Linda by Wednesday 14<sup>th</sup> July 2019.

*A reminder that the reporting periods are:*

- 1. July – October*
- 2. November – February*
- 3. March – June*

*If Shires could please submit their complete Excel spreadsheets within the fortnight of the end of each period it would be greatly appreciated.*

## 5.0 General Business

### 5.1 Wheatbelt Way Welcome Signage

#### BACKGROUND:

NEWTRAVEL agreed at last year to install Welcome Signage across the region.

#### COMMENT:

Sally J Designs was approached to come up with some concept designs.

Jason Signs have quoted on these designs at

**1200x900: \$283.50 each + GST** (1.6 ALUM, profile cut to shape, 3 x unistruts, cast vinyl and premium UV/AG overlaminante.

**1600x1200: \$434.50 each + GST** (1.6 ALUM, profile cut to shape, 4 x unistruts, cast vinyl and premium UV/AG overlaminante.

OFFICER RECOMMENDATION:
Which design?
Which size?
How many signs?

Discussion held:

- Some concern that the White text may be hard to ready, can text be black (or darker)?
- Sign style to be Concept 2 shape with wording of DOWNLOAD FREE TRAIL APP
- Could the size be larger to 1800x1400? To check with Main Roads as to sign size.
- **ACTION** - Linda to send out a map to Shires to identify where entry signs are to go and ask for them to budget for the installation of these signs out of their work budgets. Also to email out final sign design.
- 



## 5.2 Perth Caravan and Camping Show

### BACKGROUND:

NEWTRAVEL cooperatively promote the Wheatbelt at this event on a joint stand in the AGO section of the Tourism Pavilion with the Central Wheatbelt Visitors Centre, Roe Tourism and Pioneers Pathway.

### COMMENT:

Volunteers are still being asked for across the 20-24 March. Just to note that Discover Golden Horizons has decided not to participate this year.

Date/Day	Hours Required	Volunteer	Times	Name	Region
19-Mar Tuesday	7:30am-9pm Show Setup			Carina Macdonald	CWVC
20-Mar Wednesday	8:45am - 5:00pm	9:00am	5:00pm	Carina Macdonald	CWVC
		9:00am	5:00pm	Kim Storer	Newtravel
21-Mar Thursday	8:45am - 5:00pm	9:00am	5:00pm	Carina Macdonald	CWVC
		9:00am	5:00pm	Heather Ives	RoeTourism
22-Mar Friday	8:45am - 5:00pm	9:00am	5:00pm	Carina Macdonald	CWVC
		9:00am	5:00pm	Rebecca McCall/Misty Richards	Newtravel
23-Mar Saturday	8:45am - 5:00pm	9:00am	5:00pm	Carina Macdonald	CWVC
		9:00am	3:00pm	Linda Vernon	Newtravel/PP
				Gerard Lynch	Roetourism
24-Mar Sunday	8:45am - 5:00pm	9:00am	5:00pm	Carina Macdonald	CWVC
		9:00pm	5:00pm	Bevan Thomas	Roetourism
		9:00pm	5:00pm	Linda Vernon	Newtravel/PP
	Show bumpout from 5:30pm			Carina Macdonald	CWVC

Kim Storer, Rebecca McCall and Misty Richards volunteered their time to fill the gaps in the roster for the upcoming Caravan and Camping Show.

## 6. Reports

### 6.1 Member Shire Reports

*Verbal reports to be presented by shire representatives, Full written reports are in the embedded links. Key points to note:*

#### **Shire of Westonia:**

- Caravan Park Caretaker Office/accommodation has been installed on site.
- Carr and Drone were engaged during spring to obtain new imagery for the Shire website and social media marketing.
- Astrofest is again coming to Westonia in April 2019.

#### **Shire of Dowerin:**

- Dowerin Triathlon 16<sup>th</sup> March.
- Bring the Rain Community Event 13<sup>th</sup> April.
- Shire and community are working together to have a full program of activities and events for 2019 which will engage both local, regional and visitors to the town.

#### **Shire of Koorda:**

- Koorda Drive In has had the new “old” speakers installed and looking forward to running another successful year of movies.
- Had a movie “I met a Girl” filmed in town in February where locals were even cast as extras.
- Town Brochures are being upgraded.
- Badgerin Tennis club has been handed back to the Shire, who are looking at making this facility a free camp ground.

#### **Shire of Mt Marshall**

##### *Beacon :*

- New local Tourism Group has been formed to look at the future of Tourism in the Beacon community.

##### *Bencubbin:*

- Mt Marshall Show is being held on 16<sup>th</sup> March as well as the Beacon to Bencubbin Bike race being held that morning finishing at the Bencubbin Recreation Ground.
- Women in Business Workshop in Bencubbin on Tuesday 19<sup>th</sup> March.

#### **Shire of Mukinbudin:**

- Online booking system Room Manager will be installed for the Mukinbudin Caravan Park
- New Health Centre has been completed and will be opened in March 2019.
- Will be holding the Annual Muka Triathlon 9<sup>th</sup> March.

#### **Shire of Nungarin**

- The Nungarin Military Museum has commission a series of murals to be painted throughout the Museum.

- Museum continues to open on Sunday mornings offering a cooked Breakfast for \$10.
- The Nungarin Swimming Pool is open!

**Shire of Trayning:**

- The Trayning Caravan Park ablutions are in the process of being upgraded and hope for the provision of another disabled unisex shower/toilet in the 19/20 Budget.
- Signage upgrades have been occurring throughout the Shire.
- Council will be employing a Community Development Officer for 3 days/week.

**Shire of Wyalkatchem**

- New nest swing installed at Playground.
- Currently the Wyalkatchem Travellers Park is closed for maintenance
- Wyalkatchem Fair will be held at the Wyalkatchem Recreation Ground on April 13th.

**6.0 Other Business**

Nil

**7.0 Next Meeting**

Will be the NEWTRAVEL General Meeting at 10am on Thursday 5<sup>th</sup> July 2019 in Westonia.

Other Proposed 2019 Meeting Dates and Locations:  
31 October 2019 in Mukinbudin

**8.0 Meeting Closed 1.30pm.**

*All meeting attachments can be found by clicking on the words that are blue and underlined*

