

Minutes



BUSH FIRE ADVISORY COMMITTEE

HELD IN THE SHIRE OF DENMARK RECEPTION ROOM
953 SOUTH COAST HIGHWAY, DENMARK
THURSDAY, 27TH OCTOBER 2022.

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1. DECLARATION OF OPENING

6.30pm - The Manager Community Services advised that the Shire President, Cr Gearon who was Chair of the Committee was away, welcomed attendees and commenced with an acknowledgment of country.

COMMITTEE DECISION AND OFFICER RECOMMENDATION

That the Chief Bush Fire Control Officer Chair the Annual General Meeting and the Ordinary meeting of the Bush Fire Advisory Committee conducted 27 October 2022.

Moved: Alex Williams

Seconded: Nigel Marsh

Carried: Unanimously

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS:

Cr Clare Campbell	Council Delegate (arrived 6.50pm)
Lez Baines	CBFCO
Nigel Marsh	DCBFCO
Shane Howlett	DCBFCO
Chris Hoare	East Denmark (proxy)
Ian Thompson	Harewood FCO
Alex Williams	Hazelvale FCO
John Balde	Ocean Beach (proxy)
Brian Vigus	Tingledale FCO
Craig Lilley	Kordabup FCO
Paul Moncrieff	Mehniup FCO
Murray Brooker	Mt Lindesay FCO (arrived 7.07pm)
Neville Brass	Nornalup FCO
Paul Moncrieff	Owingup FCO
Francis Amess	Parryville FCO
Trevor Brown	Peaceful Bay FCO
Geoff Bowley	Shadforth FCO
Steve Yates	Somerset Hill FCO
Simon Coppock	William Bay FCO
Darin Hockley	Denmark VFRS, FCO
Adrian Kranendonk	Fire Weather Officer

STAFF:

Renee Wiggins	Manager of Community Services
Mark Guerin	Community Emergency Services Coordinator
Victoria Holloway	Bushfire Risk Mitigation Coordinator (left the meeting 8.40pm)
Helen Croke	Administration Officer – Community Services

VISITORS:

Paul Ashton	Australian Bluegum Plantations
Diarmuid Kinsella	Department of Fire and Emergency Services
Emily Harper	Mt Lindesay BFB
Cyril Edwards	Ocean Beach BFB

APOLOGIES:

Cr Ceinwen Gearon	Shire President, Council Delegate and Chairperson
Tristan Farmer	DBCA (report will be provided for minutes in absentia)
Hank Alberts	Ocean Beach FCO
Craig Hughes	Carmarthen FCO
Paul Harbron	Denmark Town VFRS FCO

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

3. DECLARATIONS OF INTEREST

Nil

4. ANNOUNCEMENTS BY THE PERSON PRESIDING

Nil

5. CONFIRMATION OF MINUTES

OFFICER RECOMMENDATION	ITEM 5
That the minutes of the Bush Fire Advisory Committee Meeting held on the 21 July 2022, be confirmed as a true and correct record of the proceedings.	
Moved: Alex Williams Carried: Unanimously	Seconded: Adrian Kranendonk

6. REPORTS

6.1 UPDATES FROM DEPARTMENTS AND POSITIONS

The Committee to be provided with an update on various matters from the departments and positions.

6.1.1 DEPARTMENT OF FIRE AND EMERGENCY SERVICES

Update provided on deployment of resources for high threat period.

6.1.2 DEPARTMENT OF BIODIVERSITY CONSERVATION & ATTRACTIONS

The DBCA representative was not present and therefore no update was provided.

6.1.3 AUSTRALIAN BLUEGUM PLANTATIONS

Trainees onboarded, fleet kit updated, slashing underway, harvest proposed March 2023 on plantations in Bayview Rise incident area.

6.1.4 CHIEF BUSHFIRE CONTROL OFFICER

Update provided at Annexure 6.1.4.

COMMITTEE DECISION AND OFFICER RECOMMENDATION	ITEM 6.1.4
Recommend that Council review P050111 to increase limit of the Chief Bush Fire Control Officer or in his absence the Deputy Chief Bush Fire Control Officer to engage contractors or incur expenses from \$2,000 per incident. up to \$5,000 per incident on behalf of Council for the use of combating and extinguishing a wildfire, and	
Section 4 to be removed.	
Moved: Lez Baines Carried: Unanimously	Seconded: Alex Williams

6.1.5 COMMUNITY EMERGENCY SERVICES COORDINATOR (CESC)

The Shire’s new CESC, Mark Guerin introduced himself and provided an update on the following matters:

- Focus is on preparations for the fire season.
- Checking asset registers and associated maintenance schedules
- Confirming brigade readiness in regard to equipment readiness, brigade PPE and annual skills refresher.
- New AFDRS signage should be arriving soon as I have been asked for confirmation of type & quantity along with delivery address.

6.1.6 BUSHFIRE RISK MITIGATION COORDINATOR

Update provided regarding mitigation work planned and completed. Working Group meeting held.

6.2 BRIGADE BOUNDARIES

The Chief Bush Fire Control Officer put forward the following motion to amalgamate brigade boundaries withdrawn.

COMMITTEE DECISION	ITEM 6.2.1
<p>The Bush Fire Advisory Committee recommends that Council approve the following changes to Brigade boundaries for the issuance of permits to burn.</p>	
<p>WILLIAM BAY BUSH FIRE BRIGADE</p>	
<p>Western Boundary.</p>	
<p>From the South Coast along Parry's Road to the North, at South Coast Highway travelling East, turn Northerly along Kordabup Road until Heritage Rail Trail.</p>	
<p>Northern Boundary.</p>	
<p>Beginning at Kordabup Road in an Easterly direction along the Heritage Rail trail crossing Happy Valley Road and travelling along Limbourne Road in an Easterly direction to McLeod Road. Cross McLeod Road and continue Easterly up Mt Shadforth Road to Sunrise Road. Head south down Sunrise Road until reaching South Coast Highway. Travel Easterly to encompass Lapko Road housing enclave.</p>	
<p>Eastern Boundary.</p>	
<p>From end of Lapko Road traveling in a Westerly direction along South Coast Highway to the northern end of Lights Road. Head South along Lights Road then South down Lights Beach Road.</p>	
<p>OCEAN BEACH BUSH FIRE BRIGADE</p>	
<p>Western Boundary moved to coast end of Lights Beach Road heading North to Lights Road until South Coast Highway is reached.</p>	
<p>Ocean Beach to be responsible for the issuing of Permits to all housing enclaves coming off Lights Road.</p>	
<p>HAZELVALE/TINGELDALE BUSH FIRE BRIGADE</p>	
<p>Eastern boundary to be moved West to Kent River.</p>	
<p>PEACEFUL BAY BUSH FIRE BRIGADE</p>	
<p>Eastern boundary to be moved East to Kent River.</p>	
<p>KORDABUP BUSH FIRE BRIGADE</p>	
<p>Western boundary to be moved West to Kent River.</p>	
<p>OWINGUP BUSH FIRE BRIGADE</p>	
<p>Western boundary to be moved West to Kent River.</p>	

Moved: Lez Baines	Seconded: Alex Williams
Carried: Unanimously	

Post Script: Officers have investigated this matter and the boundaries are not required to be determined by the local government. Shire officers will amend the boundaries administratively, in accordance with the Committee’s recommendation and circulate the new boundary map to all Brigades for information.

6.3 Extension of Unrestricted Burning Period

It was noted that the City of Albany had delayed the commencement of the 2022 restricted burning period to 15 November due to benign weather conditions.

COMMITTEE DECISION	ITEM 6.2.2
That the unrestricted burning period is extended to 14 November 2022. That members review this extension on 14 November 2022 with a view to commence the 2022 restricted burning period on 15 November. Radio schedules to align accordingly	
Moved: Lez Baines	Seconded: Alex Williams
Carried: Unanimously	

6.4 BROADCAST. ALERT. RESPOND. TURNOUT. (BART) BENEFITS

Shane Howlett provided and update, refer Annexure 6.3

The proprietor at The Dam has offered to fund the first-year rollout of the BART system to brigades. Subsequent year funding will be incorporated into requests for Local Government Grant Scheme applications.

COMMITTEE DECISION	ITEM 6.3
That funding for the Broadcast. Alert. Respond. Turnout.’(BART) software suite be considered in the Corporate Business Plan to be funded in 2023/2024.	
Moved: Lez Baines	Seconded: Darin Hockley
Carried: 20/1	

6.5 CREW SHIFT DEPLOYMENT LENGTH

Murray Brooker provided an update, refer Annexure 6.4.

ACTION ITEM:
Members agreed to develop best practice to include items included in annexure 6.4, adequate briefing of incoming crews, resource sharing, use of State Emergency Service vehicles to facilitate crew changes.

6.6 BUSHFIRE READY

Murray Brooker provided an update, refer Annexure 6.5
Members agreed to include this item at Reports Updates from Departments and Positions on future Committee Agendas.

6.7 WASTE REFORM WORKING GROUP GATE FEES

The Manager Community Services provided an update on this item.

At the meeting held on 2 September 2021 the Committee made the following recommendation to Council.

That Council REVISIT the new scheme to charge residents for disposal of green waste at the East River Road tip.

At the December 2021 meeting Council considered the recommendation and resolved as follows;

That Council ADVISE the Bush Fire Advisory Committee of the following:

- a) The Waste Reform Working Group considered gate fees for green waste as part of the 2021/22 budget preparation; and*
- b) Council determined that commercial operations should be charged a green waste gate fee by adopting fees and charges for this service; and*
- c) Green waste tip passes for residential properties have been issued to enable facility operators to differentiate between commercial and residential waste; and*
- d) Residential property green waste is free of charge by presenting a valid green waste tip pass; and*
- e) Council will review the effectiveness of the scheme as part of the 2022/23 budget considerations.*

Noted.

6.8 BURNING WITHIN 3-KILOMETRES OF A VINEYARD

The Shire's Senior Ranger reminded members to liaise with Vineyards if burns are approved within a 3-kilometre area of their vines.

ACTION ITEM:

That a tick box for vineyards be included on the form Prescription Guidelines for Hazard Reduction Burning on Private Property under the Hazard Assessment Smoke section.

6.9 DENMARK VFERS/DENMARK TOWN BFB UPDATE

Darin Hockley provided an update, refer to provided at Annexure 6.8. Members agreed to include this item at Reports Updates from Departments and Positions on future Committee Agendas.

7. GENERAL BUSINESS

7.1 Spontaneous Donation

Geoff Bowley advised that the spontaneous donation received by the Scotsdale/Shadforth BFB will be donated to the general BFB fund pool. It was suggested that funds could be used to purchase 'hotboxes' for meal delivery at incidents.

ACTION ITEM:

CESC to advise balance of funds on hand at the next meeting.

7.2 First Aid Certificate currency including use of defibrillators

Discussion ensued.

ACTION ITEM:

- Members to advise CESC of numbers requiring certification/recertification.
- CESC to research program to replenish First Aid Kits on appliances and at brigade sheds.

- 7.3 Book a Ranger**
Discussion ensued about this program.
- 7.4 Peaceful Bay Green Waste**
Discussion ensued.
- 7.5 Appliance repairs**
Members were reminded that any repairs to appliances need to be referred to the CESC for action.
- 7.6 Hydrant Servicing**
Discussion ensued.
- 7.7 Standing Item on Committee Agenda**
Cr Campbell advised that she would like to include a standing item on the Committee agendas for her to raise any Council matters with members.

ACTION ITEM:

Members agreed to include this item at Reports Updates from Departments and Positions on future Committee Agendas.

- 7.8 Generators/External power points on brigade buildings**
Discussion ensued.
- 7.9 Final Report DFES Bayview Rise incident**
Discussion ensued.
- 7.10 Nornalup Stand Pipe Update**
Discussion ensued.
- 7.11 Heavy Rigid/Medium Rigid licence requirements**
Discussion ensued.
- 7.12 Hazelvale/Tingledale Water Tank**
Discussion ensued.
- 7.13 DFES Local Government Monthly Report**
Members requested direct mailing of the monthly report from DFES.

ACTION ITEM:

CESC to place request with DFES.

- 7.15 Verge burning**
Members were advised of Environmental Protection Authority requirements related to verge burning and that investigations were underway to facilitate work aligned with these requirements
- 7.16 Mt Lindesay water tank**
Members were advised that the tank was not fit for purpose due to its small size.

ACTION ITEM:

CESC to review replacement options.

- 7.17 Ocean Beach BFB Open Day**
Members were advised that 6 new members were recruited during the recent open day.

7.18 Appliance replacement and provision

Mt Lindesay and East Denmark Brigades requested an estimated timeframe for appliance replacement.

ACTION ITEM:

CESC to investigate and provide an update to the two brigades.

7.19 Automatic Vehicle Locator (AVL) monthly tests

Members were reminded to facilitate these tests monthly.

7.20 In Cab Air training kits

Members advised that training kits have been located and training will be scheduled.

7.21 Bushfire Ready Community Groups

The FCO's/Captains were encouraged to attend a meeting in their area. Toolkits have been given out to BFAC members to disperse to members of the public.

7.22 Coordinated communication during prohibited burning period

Discussion ensued.

8. NEXT MEETING

It is recommended that the next meeting of the Bush Fire Advisory Committee be held on 19 January 2023 at the Shire of Denmark Reception Room commencing at 6.30pm.

9. CLOSURE

The meeting closed at 8.57 pm.

These minutes were confirmed at a meeting on the _____.

Signed: _____
(Presiding Person at the meeting at which the minutes were confirmed.)