



City of Busselton
Geographe Bay

**Bush Fire Advisory Committee
Minutes**

09 March 2021

City of Busselton, Kaloorup Room, 2 Southern Drive, Busselton on Tuesday 9th March 2021

CITY OF BUSSELTON**MINUTES
9 MARCH 2021****TABLE OF CONTENTS**

ITEM NO.	SUBJECT	PAGE NO.
1.	Declaration of Opening	2
2.	Attendance and Apologies	2
3.	Disclosure of Interests	2
4.	Confirmation of Minutes	3
4.1	Confirmation of minutes from meeting held 8 December 2020	3
5.	Business Arising	3
5.1	Change of mobilisation procedure for City Brigades - Todd Johnson	3
6.	Presentations	3
6.1	Department of Biodiversity, Conservation and Attractions - Ed Hatherly	3
7.	Business Before the Committee	3
8.	Officer/Delegate Reports	3
8.1	Department of Fire and Emergency Services - Peter Thomas	5-6
8.2	CoB/Department of Fire and Emergency Services - Blake Moore	7
9.	Matters of Urgency	4
9.1	Issuing of fire permits - Blake Moore	4
10.	Occupational Health & Safety (OH&S)	4
10.1	Driving of fire appliances - Blake Moore	4
10.2	Acknowledging to COMCEN for turnouts to jobs - Allan Guthrie	4
11.	Next Meeting	4
12.	Closure	4

CITY OF BUSSELTON**MINUTES – 9 MARCH 2021****1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

The chairperson, Allan Guthrie declared the meeting open at 7.00pm.

2. ATTENDANCE AND APOLOGIES**Present**

Allan Guthrie	Chief Bush Fire Control Officer (Chairperson)
Ross Paine	Councillor, City of Busselton
Chris Payne	Deputy Chief & Fire Control Officer, Kaloorup
Todd Johnson	Deputy Chief & Fire Control Officer, Ruabon
Oscar Negus	Deputy Chief & Fire Control Officer, Hithergreen
Ian McGregor	Fire Control Officer, Acton Park South
Ken Sue	Fire Control Officer, Ambergate
Peter Dawson	Fire Control Officer, Vasse
Mark Fisher	Fire Control Officer, Yallingup Rural
Mark Joliffe	Fire Control Officer, Wilyabrup
Doug Walters	Fire Control Officer, Acton Park North
Mark Smith	Fire Control Officer, Sussex
Matt Muir	Fire Control Officer, Yallingup Rural
Annette Batley	Fire Control Officer, Yoongarillup
Colin Sanderson	Fire Control Officer, Eagle Bay
Andrew Hunt	Fire Control Officer, Dunsborough

In Attendance

Blake Moore	CESM Busselton (Executive Officer)
Tanya Gillett	City of Busselton, Manager Environmental Services
Phoebe Buntain-Barrie	City of Busselton, Senior Administration Officer (Minute Taker)
Peter Thomas	DFES, District Officer Capes
Ed Hatherly	DBCA, Fire Operations Officer

Apologies:

Ray Fokkema	Fire Control Officer, Metricup
Peter Stark	ICV
Paul Blight	Fire Control officer, Yallingup Coastal

3. DISCLOSURE OF INTERESTS

Nil.

4. CONFIRMATION OF MINUTES

4.1 Confirmation of minutes from meeting held 8 December 2020

Moved: Mark Smith
Seconded: Annette Batley

CARRIED

5. BUSINESS ARISING

5.1 Change of mobilisation procedure for City Brigades to reduce initial turnout time -
Todd Johnson

Motion:

Changing City of Busselton mobilisation of Brigades to Brigade districts SMS in addition to the group call.

Moved: Todd Johnson
Seconded: Mark Smith

CARRIED

6. PRESENTATIONS

6.1 Department of Biodiversity, Conservation and Attractions - Ed Hatherly
Attachment 6.1

7. BUSINESS BEFORE THE COMMITTEE

Nil.

8. OFFICER/DELEGATE REPORTS

Attachment 8.1 - Department of Fire and Emergency Services - Peter Thomas
Attachment 8.2- CoB/Department of Fire and Emergency Services - Blake Moore

Officer Recommendation

The committee receives the following reports and notes the comments therein:

- 1) Department of Fire and Emergency Services
- 2) City of Busselton/Department of Fire and Emergency Services

9. MATTERS OF URGENCY**9.1 Issuing of permits - Allan Guthrie**

Allan asked for Fire Control Officers to only issue permits for pasture burning until the weather significantly changes.

10. OCCUPATIONAL HEALTH & SAFETY (OH&S)**10.1 Driving of fire appliances - Blake Moore**

Please ensure all members are refreshed on the standard OP procedure for having a spotter vehicle a fire appliance while reversing. This is to be made a topic for your upcoming brigade training with the volunteers.

10.2 Acknowledging to DFES COMCEN for turnouts to jobs - Allan Guthrie

Acknowledge to DFES COMCEN when you have a job and confirm with DFES COMCEN that you have left the station, arrived on the fire ground and then when you have returned back to the station.

11. NEXT MEETING

The next meeting will be held on 8 June 2021 7:30pm at the City of Busselton (Kaloorup Meeting Room, 2 Southern Drive, Busselton).

12. CLOSURE

There is no further business, the Chairperson declared this meeting closed at 8.11pm.

Attachment 8.1 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 9th March 2021

Agency: Department of Fire and Emergency Services

Officer Representing: Peter Thomas

Matters to be discussed:

- **DFES Regional Staff**

Tim Wall has returned to duty as Area Officer Leeuwin. Tim has been off battling illness for the last 2 years and it is great to have Tim back on deck in our Region. Tim originally was in our Region as the CESM of Busselton and since then has gained employment with DFES working out of both the Great Southern and South West Regions. Tim will be looking after the following Brigades Augusta VFRS, Witchcliffe VFRS, Wallcliffe VFRS and Margaret River VFRS along with working on the development of response plans to aged care facilities within the Capes District.

- **Training**

The new LSW Training calendar is now completed and is online. Please advise all brigade members to book through the DFES portal and any issues with this process go through CESM Adam Jasper or Donna Virgo DFES LSW Office 97716800.

- **The Bushfire Centre of Excellence**

Had the official opening on Monday 25th January - The building consists of an administration wing and a training wing linking off opposite sides of a central foyer to form a boomerang shape. Designed as a public entrance and education space, the foyer will feature an interpretive learning centre, library, shared meeting spaces and reception area. three large training rooms and a series of smaller training rooms with capacity to support training in virtual reality and bushfire management systems and software. Training is developed and delivered collaboratively with a range of stakeholders suited to the subject matter. This includes the Department of Biodiversity, Conservation and Attractions (DBCA) who we are currently working with to review and refine courses in planned burning, Fireline construction, machine supervision and plantation fire suppression.

- **WAEMTC** WA Emergency Management Training Centre, or WAEMTC Project is undertaking detailed planning for a new training academy, specifically designed for the needs of both volunteer and career personnel. Detailed investigations of the location, facility and functional training design and colocation options are currently underway. Following the detailed planning, the project will develop a detailed business case for government, presenting the preferred location, facility and prop design, colocation partners, budget and transition plans.

Consultation has begun with volunteers, career personnel and other emergency management agencies and will continue throughout the planning phase. Consultation

is important for the project to understand the needs and functional requirements of all end-users to ensure a fit-for-purpose and realistic training facility is designed.

As the new facility will require different ways of working, the development of a Target Operating Model is also within scope and will be explored in parallel with the facility and functional training design investigations.

The project will also be looking to increase collaboration with other emergency management agencies who can use the facility for their operational training including the Australian Federal Police, WA Police, Department of Justice – Corrective Services, St John Ambulance and Australian Defence Force.

- **Emergency Services Radio Network (ESRN)**

The Government of Western Australian is investing more than \$60 million for part one of a multi-stage project to build a shared emergency services radio network (ESRN). This network will be utilised by DFES, West Australian Police Force, Department of Justice and Department of Health (St John Ambulance). It will comprise of a digital trunked radio network and will operate across the extended Metropolitan Area and Albany, Bunbury, Geraldton, Kalgoorlie, Port Hedland and Karratha.

The ESRN business case comprises four parts (tranches) over eight years. Tranche 1 focuses on mitigating the immediate operational risks until such time as the ESRN is developed. Tranche one is expected to take 3 years to complete.

- **Bush Fire Awareness Campaign -- My Bushfire Plan App**

DFES has developed an online bushfire preparedness platform that enables Western Australians to create robust bushfire plans. My Bushfire Plan is an intuitive online platform where the community can prepare, store, print, share and update their bushfire plan any time, from any device.

Attachment 8.2 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 9th March 2021

Agency: City of Busselton/Department of Fire & Emergency Services

Officer Representing: Blake Moore, Community Emergency Service Manager (CESM)

Matters to be discussed:

Incidents

- Busselton Complex (Yallingup Fires)
- Supported multiple deployments and shires

Mitigation

- Will be looking to commence the autumn mitigation as soon as possible when the weather allows

Vehicles

- Yallingup Rural 3.4 damage repaired, returning this week.

Capes Fire Station

- Nil progress at this time

Bart

- Working well. Giving the CBFCO, DCBFCOs & CESM great situational awareness

Training

- The Joint AMR CoB training calendar has been developed and ready for release. Please ensure volunteers apply for the courses through eAcademy. (copy attached)
- The Bushfire Centre of Excellence and LSW training calendars have also been released. (copies attached)

Operational Circulars

- As per the attached