



14 March 2023

Minutes

Bush Fire Advisory Committee

Contents

1. Acknowledgment of Country	3
2. Attendance and Apologies	3
2.1. Present	3
2.2. In Attendance	3
2.3. Apologies	3
3. Disclosure of Interests	4
4. Confirmation of Minutes	4
4.1. Meeting held 13 December 2022	4
4.2. Business Arising	4
4.3. Table of Actions	4
5. Presentations	4
5.1. Draft Bush Fire Local Law (CoB Legal Team)	4
5.2. Tablets (Mal Ballard)	4
5.3. DBCA (Ed Hatherley)	4
6. Business before the Committee	5
6.1. Deployments (Todd Johnson)	5
6.2. Appliance Replacements (Todd Johnson)	5
6.3. Meelup Fire Breaks / Access Tracks (Allan Guthrie)	5
7. Officer/Delegate Reports	5
7.1. DFES	5
7.2. CESM	5
8. Matters of Urgency	5
8.1. Annual servicing fleet maintenance (Matt du Plessis)	5
8.2. Electric Vehicle fire training – understanding the risks of electric vehicles (Paul Blight)	5
8.3. Bush fire mitigation works	5
8.4. Call out for fire in Vasse (Peter Dawson)	6
8.5. Issuing of bush fire permits (Chris Payne)	6
8.6. Amendments to FIRS reports to capture critical incident information (Mark Jolliffe)	6
9. Work Health & Safety	6
9.1. Reportable Events	6
9.2. Facilities	6
9.3. Training	6
9.4. PPE/PPC	6
10. Action items	6
10.1. Table of Actions	6

11.	Next Meeting	6
12.	Closure	6

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1. Acknowledgment of Country

The Presiding Member noted this meeting is held on the lands of the Wadandi people and acknowledged them as the Traditional Owners, paying respect to their Elders, past, present and emerging and Aboriginal Elders of the other communities who may be present.

The chairperson, Allan Guthrie declared the meeting open at 6:31pm.

2. Attendance and Apologies

2.1. Present

Allan Guthrie	Chief Bush fire Control Officer (Chairperson)
Grant Henley	Mayor, City of Busselton
Todd Johnson	Deputy Chief & Fire Control Officer, Hithergreen
Ken Sue	Fire Control Officer, Ambergate
Peter Dawson	Fire Control Officer, Vasse
Mark Fisher	Fire Control Officer, Yallingup Rural
Mark Jolliffe	Fire Control Officer, Wilyabrup
Andrew Hunt	Fire Control Officer, Dunsborough
Mark Smith	Fire Control Officer, Sussex
Annette Batley	Fire Control Officer, Yoongarillup
Neville Haddon	Fire Control Officer, Yoongarillup
Colin Sanderson	Fire Control Officer, Eagle Bay
Chris Payne	Fire Control Officer, Kaloorup
Paul Blight	Fire Control Officer, Yallingup Coastal
Doug Walters	Fire Control Officer, Acton Park
Ian McGregor	Fire Control Officer, Acton Park

2.2. In Attendance

Rachel Runco	City of Busselton, Manager Regulatory Services
Matt du Plessis	CESM Busselton (Executive Officer)
Peter Thomas	DFES, District Officer Capes
Ed Hatherley	DBCA, Fire Operations Officer
Phoebe Buntain	City of Busselton, Senior Administration Officer (Minute Taker)
Adam Jasper	CESM Shire Augusta Margaret River
Mal Ballard	Captain, Dunsborough

2.3. Apologies

Kate Cox	Councillor, City of Busselton
Phill Cronin	Councillor, City of Busselton
Oscar Negus	Deputy Chief & Fire Control Officer, Acton Park
Matt Muir	Fire Control Officer, Yallingup Rural
Ray Fokkema	Fire Control Officer, Metricup
Peter Stark	ICV
Quentin Bligh	Captain, Metricup

3. Disclosure of Interests

Nil.

4. Confirmation of Minutes

4.1. Meeting held 13 December 2022

Confirmation of minutes from previous meeting held 13 December 2022

Moved: Chris Payne

Seconded: Annette Batley

CARRIED

4.2. Business Arising

Nil.

4.3. Table of Actions

Attachment 4.3.1 BFAC Actions Table Dec 22 to Mar 23

5. Presentations

5.1. Draft Bush Fire Local Law (CoB Legal Team)

Following the motion to review the City's bush fire brigade policies and amend the membership categories to include a life member, the City has undertaken a review of these policies. These policies were last updated in 2015 and the format is no longer consistent with the intent of a City policy. In addition to this the City also has received guidance from DFES and WALGA that under the Bush Fires Act a Bush fires brigade local law is a requirement to establish and manage brigades. The City's BBLL was gazetted in 1968 and also required review.

The proposed draft bush fires brigade local law once gazetted would replace both the 1968 BBLL and the City's brigade management policy's revision of the Local Law

Attachment 5.1 DRAFT Bush Fire Local Law

The Bush Fire Advisory Committee members are to review Attachment 5.1 DRAFT Bush Fire Local Law and provide any comments/track changes to Matt du Plessis via email by close of business on Monday 27th March 2023.

BFAC supported further development of Local Law with consultation period on the tabled draft open until 4th April 23. A meeting to be held on Tuesday 4th April 2023 at 6:00pm, Kaloorup Room to review and discuss changes with Legal, Brioney McGinty (Legal Officer).

5.2. Tablets (Mal Ballard)

Presentation on the use and functionality of the tablets, including cost, supply and installation details.

Matt du Plessis to investigate supply of sim cards and data for the tablets.

5.3. DBCA (Ed Hatherley)

Attachment 5.3 DBCA Presentation

6. Business before the Committee

6.1. Deployments (Todd Johnson)

Discussion on deployments, wait times and expectations (Todd Johnson)

When turning out for deployment ensure you have the contact number for the Operations Officer. Contact the Operations Officer 15 minutes before arrival time to ensure handover is in a timely manner. For crews arriving it is not acceptable for there to be substantial wait time, if there are then these instances are to be reported to the Regional District Coordinator as soon as possible (Peter Thomas).

6.2. Appliance Replacements (Todd Johnson)

Discussion on capabilities of 1:4 Appliance vs Light Tankers (LT) and the possibilities of replacing some LT's with 1.4's (Todd Johnson)

Grant applications have now closed for the 23/24 financial year, consideration within brigades is to be made in the next 6-7 months and submissions can be made for the 24/25 financial year grant process. Applications will be reviewed and considered. Acton Park and Ambergate considering the option of a larger appliance to fit more personnel, being a 1.4 appliance (Matt du Plessis).

6.3. Meelup Fire Breaks / Access Tracks (Allan Guthrie)

Action from Lessons Learned meeting. Discussion on the need to recommend firebreak/access tracks into Meelup Park to allow for firefighting access.

Rehabilitation has occurred on the slashed firebreak on Meelup Reserve with logs being placed along it since the Dunsborough Bushfire Level 2 Incident in January 2022.

Allan Guthrie to take the above discussion to the Meelup Regional Park Committee (Allan Guthrie) and provide feedback at the June 2023 BFAC meeting.

7. Officer/Delegate Reports

7.1. DFES

Attachment 7.1 DFES Peter Thomas

7.2. CESM

Attachment 7.2 DFES/CoB Matt du Plessis

8. Matters of Urgency

8.1. Annual servicing fleet maintenance (Matt du Plessis)

Appliances are to be on a fleet maintenance schedule between the months of June/July

8.2. Electric Vehicle fire training – understanding the risks of electric vehicles (Paul Blight)

Electric vehicle car fire training can be provided (Peter Thomas)

8.3. Bush fire mitigation works

FCO's to report any road side verges or reserves requiring bush fire mitigation works to Matt du Plessis or Rachel Runco (Rachel Runco).

8.4. Call out for fire in Vasse (Peter Dawson)

Attended to a property for a fire, the initial call should have been lodged through 000. There are concerns about bush fire compliance on the property, a ranger job request will be raised to conduct a bush fire inspection for the 22/23 bush fire season.

8.5. Issuing of bush fire permits (Chris Payne)

All permits are to be put through Allan Guthrie (Chief) until further notice. Permits for pasture and farming purposes will likely be granted however setting fire to the bush will not be granted until there is a significant change in the weather (Allan Guthrie).

8.6. Amendments to FIRS reports to capture critical incident information (Mark Jolliffe)

Critical incident reporting form to be followed up in the Action Table for June 2023. Currently no method to record critical incidents that are attended by the Brigades – eg fatalities, major trauma (Matt du Plessis).

9. Work Health & Safety

9.1. Reportable Events

Nil reported

9.2. Facilities

9.2.1. *Plumber attending Kaloorup BFB to quote works (Chris Payne)*

9.2.2. *Battery backed up doors at Dunsborough BFB, was reported in the past needs following up (Mal Ballard)*

9.3. Training

Electric Vehicle Fires – See Matters of Urgency (8.2)

9.4. PPE/PPC

Nil reported

10. Action items

10.1. Table of Actions

10.1.1. Action items table

11. Next Meeting

The next meeting will be held on 13 June 2023 6:30pm Kaloorup meeting room.

12. Closure

There is no further business, the Chairperson declared the meeting closed at 9:56pm.