



# City of Busselton

*Geographie Bay*

## **Bush Fire Advisory Committee Agenda**

**13 December 2016**

Community Resource Centre, Meeting Room 1, 21 Cammilleri Street, Busselton  
on Tuesday 13 December 2016, commencing at 7.30pm.

**CITY OF BUSSELTON**

**AGENDA FOR THE BUSH FIRE ADVISORY COMMITTEE MEETING TO BE HELD ON  
13 DECEMBER 2016**

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**CITY OF BUSSELTON****MEETING NOTICE AND AGENDA – 13 DECEMBER 2016**

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**NOTICE** is given that a meeting of the Bush Fire Advisory Committee will be held at the Community Resource Centre, Meeting Room 1, 21 Cammilleri Street, Busselton on 13 December 2016 commencing at 7:30pm.

Your attendance is respectfully requested.



**MIKE ARCHER**  
Chief Executive Officer, City of Busselton

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**AGENDA****1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS****2. ATTENDANCE AND APOLOGIES**

See Attendance List

Apologies:

**3. DISCLOSURE OF INTERESTS****4. CONFIRMATION OF MINUTES**

4.1 CONFIRMATION OF MINUTES FROM MEETING HELD 13 SEPTEMBER 2016

**BUSINESS ARISING****5. PRESENTATIONS**

5.1 2016/17 Seasonal Synopsis (Danny Mosconi)

**6. BUSINESS BEFORE THE COMMITTEE****7. OFFICER/DELEGATE REPORTS**

Attachment 7.1 - City of Busselton RESC Report (Ian McDowell)

Attachment 7.2 - Yallingup Rural Bush Fire Brigade (Mark Fisher)

Attachment 7.3 - Department of Fire and Emergency Services/City of Busselton (Tim Wall)

Attachment 7.4 - Department of Fire & Emergency Services (Danny Mosconi)

**Officer Recommendation**

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

- a) City of Busselton Ranger & Emergency Services Coordinator
- b) Yallingup Rural Bushfire Brigade
- c) Department of Fire and Emergency Services/City of Busselton
- d) Department of Fire and Emergency Services

**8. MATTERS OF URGENCY****9. OCCUPATIONAL HEALTH & SAFETY (OH&S)****10. NEXT MEETING**

The next meeting will be held on 14 March 2017 at 7:30pm in the Community Resource Centre, City of Busselton, 21 Cammilleri Street, Busselton.

**11. CLOSURE**

**Attachment 7.1 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 13 December 2016**

**Agency:** City of Busselton

**Officer Representing:** Ranger & Emergency Services Coordinator, Ian McDowell  
Director Planning & Development Services, Paul Needham

**Matters to be discussed:**

**1. Sentinel Alert and Public Information**

This is an update on the report presented to BFAC on 13 September 2016 regarding the Sentinel Alert System.

At its meeting of 14 June 2016 BFAC recommended that the City “conducts a survey to ascertain the level of community interest in the Capes region for a Sentinel Alert System”.

A recommendation of the Special Inquiry into the January 2016 Waroona Fire, *Reframing Rural Fire Management*, was

**Recommendation 11:** *The Department of Fire and Emergency Services to investigate and adopt a system that will allow the public to opt in, monitor and receive, through a ‘push mechanism’, bushfire and other emergency warnings, maps and information using a variety of devices including personal hand held smart devices.*

The State Government supported the recommendation to be progressed as a priority ahead of the 2016/17 bushfire season. DFES deliverables include establishing a critical messaging system that will provide RSS feed for dissemination of:

- Warnings
- Incidents from the DFES Communications Centre
- Fire Danger Ratings
- Total Fire Bans

The *Emergency WA* website [www.emergency.wa.gov.au](http://www.emergency.wa.gov.au) has subsequently been established and allows residents to receive notifications of the information listed above.

This matter was considered at the Councillor Briefing Session on 16 November 2016. At the briefing it was determined that at this stage, due to the State Government’s implementation of the *Emergency WA* critical messaging system, the City does not support a survey of residents to ascertain the level of community interest in the provision of a Sentinel alert warning system.

**2. Annual Fire Inspections**

The City has commenced the annual fire break inspection program with the initial focus being properties in high bushfire prone areas. As at 3 December 2016 the City had inspected 178 properties throughout the district with the following results:

- Compliant – 134
- Partially Compliant – 14
- Work Orders – 30

This year Rangers have been assigned zones to streamline the inspection process. The City has two Rangers dedicated to conducting the inspections however, this was reduced to one during Leavers 2016. We have also experienced some technical problems with the hand held device but these have now been resolved.

### **3. Review of Local Emergency Management Arrangements (LEMA)**

This item is for noting and the information of the BFAC.

The City's current LEMA were adopted in 2008 and are overdue for a review in accordance with current standards.

The Emergency Management Act 2005 (the Act) outlines local government's requirements to prepare and maintain Local Emergency Management Arrangements. The City has commenced a review of the LEMA and will use the State Emergency Management Committee (SEMC) Guidelines – *A Strategic Framework for Emergency Management in Western Australia* as the basis for the review.

Consistent with these guidelines the LEMA will be drafted in consultation with a broad range of stakeholders. The arrangements will require endorsement of the Local Emergency Management Committee (LEMC) and Council, and will be noted by the District Emergency Management Committee (DEMC) and the State Emergency Management Committee (SEMC).

**Attachment 7.2      Report to City of Busselton Bush Fire Advisory Committee meeting to be held  
on 13 December 2016**

**Agency:** Yallingup Rural Bush Fire Brigade

**Officer Representing:** Fire Control Officer - Mark Fisher

**Matters to be discussed:**

1. Security at Fire Stations

**Attachment 7.3 Report to City of Busselton Bush Fire Advisory Committee meeting to be held on 13 December 2016**

**Agency:** City of Busselton / DFES

**Officer Representing:** Tim Wall , Community Emergency Service Manger ( CESM)

**Matters to be discussed:**

**1) eAcademy**

- More improvements have been made on eAcademy and volunteer portal, one major improvement has been, the portal currently uses a 'Microsoft-styled' login screen to Volunteers at the point of authentication. To remove the Microsoft branding and make portal page consistent with the other DFES-branded pages of the portal, we have spent a couple of months developing and testing a replacement for this page. Volunteers will be able to sign in using their 5 or 6 digit volunteer ID number (instead of)

[volunteerID@connect.dfes.wa.gov.au](mailto:volunteerID@connect.dfes.wa.gov.au)<mailto:volunteerID@connect.dfes.wa.gov.au><mailto:volunteerID@connect.dfes.wa.gov.au>

- Before you enter the DFES eAcademy, please check a number of enhancements have occurred or are occurring that you need to know about. Take a quick look at improvements currently underway or recently completed as listed, this will assist you getting around on eAcademy as improvement suggestion on the improvement from volunteers may have been acted on.

**2) Training**

It has been a busy 4 months with training the with the following course been delivered locally

- introduction to firefighting x 3 courses
- bush firefighting x 3 courses
- Provide first aid
- Basic and Advance WAERN
- Sector Commander refresher
- Introduction to structure fire fighting
- Comprehensive crew protection training

New local 2017 training calendar attached

Comprehensive Crew protection training has been and will continue to be rolled out. This is awareness level training and it is able to be delivered by senior brigade member who have completed the training.

The training will cover

- Use burnover blanket
- Water deluge system
- In-cab air training
- Burnover survival drill

RUI Exercise

Thanks to the brigades who turn up to the RUI exercise. It was great exercise and has been put into the 2017 training calendar. Any brigades who would like me to assist them with RUI training at their training night please contact me.

**3) Automatic Vehicle Location (AVL)**



- all vehicles have now been fitted with AVL
  - The AVL system will provide real-time visibility of appliances especially during large scale bushfires and provide automated features to support enhanced crew safety. The system is part of the State Government's \$15.4 million crew protection measures designed to help firefighters if they become trapped by fire while in their vehicles.
  - The AVL system, which will be installed on firefighting appliances in the lead up to the bushfire season in the metropolitan area and high-risk southern part of the state, will help address bushfire safety by providing real-time tracking of firefighting appliances.
  - An automatic alert will be generated when vehicles enter or leave defined areas. This will increase fire ground situational awareness and crew coordination.
  - The AVL system also includes a distress alarm which when activated, will automatically notify the DFES Communication Centre. Longer term the alarm will be integrated into aerial equipment to allow water bombers and aerial surveillance to respond faster to distress situations.
  - Access request can be found on the volunteer portal under the tab AVL, once the form has been filled out please forward it onto me
  - Please don't push the distress alarm button unless you need urgent assistance.
- 4) **Security alarms at fire stations**
- Due to the large number of break-ins at stations I have been getting quotes to have monitored alarm systems at fire stations.
- 5) **Zone response**
- Has commenced on the 1st December. Updated zone response protocols and Aid memoir have been sent out to all FCO and brigades.
- 6) **Traffic Management During Emergencies Guidelines 2015 - SEMC**
- See hand out at the meeting.
- 7) **Volunteer ID cards**
- All brigades have been sent the link to up load photos onto DFES web site with instructions. Task a brigade member to coordinate this project, please ensure all your members are undertaking getting the id photo done.
  - Once the photo has been uploaded up to DFES website the ID card will be sent to the member home address by post.
  - This will be an ongoing process as new members join brigades
- 8) **Update brigade records**
- Thanks to the brigades who sent in the updates of brigades some months ago. I will resend out records to all please review and update current membership and delete old or non-active members
- 9) **Out District Fires.**
- Check with members who may be available to go out of district fires. To assist please have all their details at hand eg : next of kin, phone details.
  - Once we have a major incident were deployments are required work on a four day roster with in your brigades, see sample below, I can send excel spread sheet out to all FCO to use.





City of Busselton Bush Fire Service  
No. of Incidents Attended

From Date: 1/07/2016

To Date: 7/12/2016

AMBERGATE BFB  
Support 1  
Total: 1

CITY OF BUSSELTON  
Primary 5  
Support 13  
Total: 18

DUNSBOROUGH BFB  
Primary 14  
Support 6  
Total: 20

EAGLE BAY BFB  
Support 1  
Total: 1

HITHERGREEN DISTRICT BFB  
Primary 5  
Support 1  
Total: 6

KALOORUP & DISTRICT BFB  
Primary 2  
Support 2  
Total: 4

METRICUP BFB  
Primary 3  
Support 2  
Total: 5

SUSSEX BFB  
Primary 1  
Support 3  
Total: 4

VASSE BFB  
Primary 3

Support 5  
Total: 8

WILYABRUP BFB  
Primary 3  
Support 1  
Total: 4

**Attachment 7.4      Report to City of Busselton Bush Fire Advisory Committee meeting to be held  
on 13 December 2016**

**Agency:** Department of Fire & Emergency Services

**Officer Representing:** Danny Mosconi

**Matters to be discussed:**

1. DFES and P&W have developed new IAPs that cover a bushfire during the initial, escalating and de-escalating phases of an incident.
2. **Operations Prestart:**  
Provides a tool for crews to utilise during the initial, escalating and deescalating phases of an incident.
3. **IAP-LITE:**  
Provides an IAP template to be used while the incident is escalating or deescalating.
4. **IAP:**  
Provides a full IAP template for complex and long duration incidents.

