



**City of Busselton**  
*Geographie Bay*

**Bush Fire Advisory Committee  
Minutes**

**8 March 2016**

**Community Resource Centre, Meeting Room 1, 21 Cammilleri Street, Busselton  
on Tuesday 8 March 2016.**

**CITY OF BUSSELTON**

**MINUTES FOR THE BUSH FIRE ADVISORY COMMITTEE MEETING TO BE HELD ON  
8 MARCH 2016**

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**CITY OF BUSSELTON****MINUTES – 8 MARCH 2016****1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

The Chairperson, Allan Guthrie declared the meeting open at 7.30pm

**2. ATTENDANCE AND APOLOGIES****Present**

Allan Guthrie	C.B.F.C.O
Robert Reekie	Councillor, City of Busselton
Ken Sue	FCO, Ambergate BFB
Barton Hatherley	FCO, Dunsborough BFB
Andrew Hunt	FCO, Dunsborough BFB
Colin Sanderson	FCO, Eagle Bay BFB
Todd Johnson	FCO, Ruabon BFB
Peter Stark	ICV
Peter Dawson	FCO, Vasse BFB
Chris Payne	FCO Kaloorup District BFB
Doug Walters	FCO, North Acton Park BFB
Ian McGregor	FCO, South Acton Park, BFB
Mark Smith	FCO, Sussex BFB
Paul Blight	FCO, Yallingup Coastal BFB
David Hunt	FCO, Yallingup Rural BFB
Mark Fisher	FCO, Yallingup Rural BFB
Mark Standish	FCO, Yallingup Rural BFB
Mark Jolliffe	FCO, Wilyabrup BFB

**In Attendance:**

Dean Freeman	Ranger & Emergency Services Coordinator
Phoebe Buntain-Barrie	Senior Administration Officer
Jeremy Friend	Department of Parks and Wildlife
Danny Mosconi	Department of Fire and Emergency Services
Tim Wall	Community Emergency Services Officer
Mal Ballard	Captain Dunsborough BFB

**Apologies:**

Greg Simpson	Manager – Environmental Services
Oscar Negus	FCO, Hithergreen BFB
Christopher Ayres	FCO Yallingup Rural BFB
Ian Slee	FCO, Yoongarillup BFB

**3. DISCLOSURE OF INTERESTS**

Nil

**4. CONFIRMATION OF MINUTES**

Due to an omission from the minutes of the previous meeting relating to the Volunteer Fuel Card Scheme, the minutes were not confirmed and would be represented to the next meeting of the Committee.

**BUSINESS ARISING**

Nil

**5. PRESENTATIONS**

Nil

**6. BUSINESS BEFORE THE COMMITTEE**

Nil

**7. OFFICER/DELEGATE REPORTS**

Attachment 7.1 – Fire Incident Reports

Attachment 7.2 – City of Busselton RESC Report (Dean Freeman)

Attachment 7.3 – Department of Fire and Emergency Services (Danny Mosconi)

Attachment 7.4 – Department of Fire and Emergency Services/City of Busselton (Tim Wall)

Attachment 7.5- Department of Parks and Wildlife (Jeremy Friend)

**Officer Recommendation**

1. The committee receives the following reports and notes the comments therein:
  - a) Fire Incident Reports
  - b) City of Busselton Ranger & Emergency Services Coordinator
  - c) Department of Fire and Emergency Services
  - d) Department of Fire and Emergency Services/City of Busselton
  - e) Department of Parks and Wildlife

**Committee Recommendation**

1. The committee receives the following reports and notes the comments therein:
  - a) Fire Incident Reports
  - b) City of Busselton Ranger & Emergency Services Coordinator
  - c) Department of Fire and Emergency Services
  - d) Department of Fire and Emergency Services/City of Busselton
  - e) Department of Parks and Wildlife

Moved: Colin Sanderson

Seconded: David Hunt

**CARRIED****8. MATTERS OF URGENCY****8.1 SUP Contest winnings**

It was reported that the winning team of Sinan Kerimofski and his team mate, Macka had been successful in winning the SunSmart Busselton Jetty Swim 'Stand Up Paddle Board Race'. This included prize money of \$500.00 which they wished to donate to volunteer firefighters in recognition of their efforts, particularly over the last few months.

**Moved: Chris Payne****Seconded: Paul Blight**

That the prize money received as a result of competing in the SunSmart Busselton Jetty Swim 'Stand Up Paddle Board Race' is to be donated to the Waroona 'Thank The Volunteers Day' event.

**CARRIED****8.2 E Academy**

The Chief Bush Fire Control Officer write to DFES advising of the difficulty in achieving Pathways pre-requisites in regional areas and that the Academy be asked to provide a greater level of flexibility in allowing enrolment in courses when safety is not compromised.

Moved: Mark Standish

Seconded: Chris Payne

**CARRIED****9. OCCUPATIONAL HEALTH & SAFETY (OH&S)****9.1 CBFCO: Trucks driving at speed on fire grounds**

Allan Guthrie reported on a recent incident at the Waroona fires where a truck travelling at high speed had passed by a fire appliance that had stopped on the roadside due to a downed powerline.

While on the fire ground trucks and around other appliances and firefighters, trucks must slow down to 15kmh.

**10. NEXT MEETING**

The next meeting would be held on 14 June 2016 at 7:30pm in the Community Resource Centre, City of Busselton, 21 Cammilleri Street, Busselton.

**11. CLOSURE**

There being no further business, the Chairman declared the meeting closed at 9.29pm.

## Attachment 7.1

## FIRE INCIDENT REPORTS

Fire Incident Report Statistics for current 3rd Quarter 2015/16					
Compiled as at 1 March 2016					
All Reports in <i>italics</i> were submitted late for the period of December 2015					
REPORT NO.	BRIGADE	FIRE FIGHTING UNITS PRESENT	LOCATION OF FIRE OR INCIDENT	CAUSE OF FIRE OR INCIDENT	DATE OF FIRE OR INCIDENT
320026	<i>Yallingup Rural</i>	<i>FCO Vehicle (Hunt and Standish) Duns LT, Duns 1310, LT,4.4 &amp; Yall Rural LT, 1.4, 4.4,</i>	<i>18 Vintners Drive, Cnr Biddle Rd</i>	<i>Slasher</i>	<i>2/12/2015</i>
320081	<i>Vasse</i>	<i>Not required</i>	<i>Haifordshire Loop</i>		<i>2/12/2015</i>
321083	North Acton Park	LT	Jalbarragup Road, Acton Park	Ibis hit Power lines	16/12/2015
324055	Dunsborough	Dunsb LT 1, LT 2, 3.4, 4.4, Yall 4.4,LT, Yall Coastal 2.4,Duns Urban HSR, Dunsb Urban LT	Genoli Road, Quindalup	Combustion	15/01/2016
322796	Dunsborough	Duns LT, Dunsb 4.4	Vidler rd, rubbish tip	Unknown	3/01/2016
321186	Acton park South	farmer water truck	79 Nutman Road	Lawn Clipping Combustion	17/12/2015
	Acton Park	LT	Canebreak Reserve, DPAW	Unknown	17/01/2016
	Acton park	LT	Illuka Mine site	Unknown	23/12/2015
321083	South Acton Park	LT, FCO, 3 x farmer Units	jalbarragup Road, Acton Park		16/12/2015
324465	<i>Yallingup Rural</i>	<i>4.4,1.4, FCO</i>	<i>Abbey Farm Road, Yallingup</i>	<i>Lightning</i>	<i>19/01/2016</i>
323128	Sussex	3.4, 2.4, LT	Murray Rd, Waroona		8/01/2016- 12/01/2016
	Sussex	LT	Donnybrook		28/12/2015
321364	Sussex	1.4	Bussell Hwy X Glenview Dr Vasse		19/12/2015
321628	Sussex	1.4	Hamilton Rd, Bridgetown		23/12/2015
323128	Sussex	3.4	Murray Rd, Waroona		7/01/2016
322673	Dunsborough	LT 1, LT 2, 3.4, 4.4	Mewett Rd x Quindalup South	Bird	2/01/2016
323762	Wilyabrup	LT 1,Yall & Metricup	Woodlands Road	Pole Top Fire	12/01/2016
325934	Sussex	4.4	Harvey		8/02/2016 - 11/02/2016
326232	Sussex	2.4	Ruabon X Teale Rd Ruabon		10/02/2016
326512	Sussex	2.4, LT	Lancaster Drive X Queen Elizabeth Avenue		13/02/2016
323762	Yallingup Rural	4.4,1.4, LT	Woodlands Rd Wilyabrup	Pole Fire	12/01/2016
322239	Dunsborough	LT 1, 3.4	Sugarloaf x Cape Naturaliste		28/12/2015
322673	Yallingup Rural	4.4	South Quindalup Road		2/01/2016
	Yallingup Rural	4.4	Donnybrook		28/12/2015
321364	Dunsborough	4.4	Glenview x Bussell Highway		19/12/2015

**Fire Incident Report Statistics - Late Reports received prior to 3rd Quarter Events 2015/16**

REPORT NO.	BRIGADE	FIRE FIGHTING UNITS PRESENT	LOCATION OF FIRE OR INCIDENT	CAUSE OF FIRE OR INCIDENT	DATE OF FIRE OR INCIDENT
309026	Vasse	Vasse LT	Boallia Road, Vasse		25/07/2015-26/07/2015
318358	Yallingup Rural	FCO Vehicle x 2, 4.4, LT	74 Bayfield Court, Yallingup	Grass caught in ride on mower	16/11/2015
320518	Dunsborough	24BFS FCO, 3.4, 4.4, LT 1	Vidler Road, Quedjinup		8/01/2015
47838	Ambergate	LT	Doyle Road, Queen Elizabeth Av	False Alarm	16/11/2015
47837	Ambergate	LT	Doyle Road, Queen Elizabeth Av	Arson car fire set fire to scrub	25/09/2015
319888	Wilyabrup	LT	Yelverton North Rd, Yallingup	Permitted burn	30/11/2015
	Sussex	LT	Jarrahdale		24/11/2015-25/11/2015
317834	Sussex	2.4	Forrest Beach Rd, Forrest Beach		12/11/2015
317756	Sussex	2.4	Tuart Drive cnr Ludlow North		11/11/2015
314891	Vasse	3.4	Boallia Rd, vasse		9/10/2015
315462	Vasse	3.4	vasse yallingup Siding		15/10/2015
315696	Vasse	LT	Bussell Highway cnr Chambers Rd, Carburnup River	Lit by Property owner	17/10/2015
317876	Vasse		Bussell Highway, Vasse Yallingup Siding Rd, Vasse		12/11/2015
288271	Vasse		Busselton bypass, Vasse	Earth Wire Power Pole Dropped	1/12/2014
291556	Vasse	3.4, LT	Koorabin drive, Yallingup		5/01/2015
301564	Vasse	Lt, 3.4	Treemartan Rd, Carburnup River	Controlled Burn	26/04/2015
318407	Kaloorup	1.4	Doyle Rd & Queen Elizabeth Drive, Ambergate		16/11/2015
286518	Vasse		Rendezvous Rd, Vasse	Branch hit Powerline	13/11/2014
289596	Vasse	3.4,LT	Tutunup Rd, Tutunup		16/12/2014
298410	Vasse	3.4,LT	Kookaburra way, Vasse		19/03/2015
301647	Vasse		Rendezvous Rd, Vasse	Lit up Heaps	27/04/2015
	Vasse	3.4	Bayview Crescent & Gifford Rd, Dunsborough		29/04/2015
303731	Vasse	LT	Bussell Highway & Hairpin Rd,		19/05/2015
	Vasse	3.4, LT	Northcliffe Fire		3/02/2015
	Vasse	LT	Northcliffe Fire		5/02/2015
	Vasse	LT	Yallingup Siding RD		11/01/2015
	Vasse	3.4, LT	Glennview Drive	Permit Burn	13/12/2014
	Vasse	LT & Private Loader	Kaloorup Rd	Lit Heaps	14/05/2015
	Vasse		Jallbarragup Rd, Chapman Hill	Controlled Burn	16/05/2015
	Vasse	LT & 3.4	Donnybrook		12/03/2015
	Vasse	3.4	Donnybrook		27/01/2015
	Ambergate	LT	Doyle Rd, Queen Elizabeth avenue, Ambergate	Car set on fire	25/09/2015
	Vasse	3.4	Upper Capel Rd		27/01/2015
	Vasse	LT, 3.4	Towells Road, Donnybrook		12/03/2015
	South Acton Park		Jamisons Rd, Boalia	Unknown	31/10/2015
	Ambergate	LT	Queen Elisabeth Avenue and Doyle Rd	False Alarm	16/11/2015

**Attachment 7.2 Report to City of Busselton Bush Fire Advisory Committee meeting to be held on 8 March 2016**

Agency: City of Busselton

Officer Representing: **Dean Freeman – Ranger & Emergency Services Coordinator**

Matters to be discussed:

**7.1 1. Permits in Restricted Burning Periods**

Correspondence has been received from DFES seeking local governments remind their Fire Control Officers, when issuing Permits to Burn, to advise the Permit Holder of when they cannot burn as well as when they can burn.

This request comes as an outcome of a recent weekend burn off (albeit outside of the Lower South West District) whereby a burn was undertaken under “Very High GFDI”.

**7.2. State Emergency Management Committee – O’Sullivan and Lower Hotham Fires Report.**

On 8<sup>th</sup> February 2016, the links to the reviews of the State Emergency Management Committee of the O’Sullivan and Lower Hotham fires of January 2015 were circulated to members of this Committee.

Given the involvement of City of Busselton appliances/brigades in these incidents, **Section 2 - KEY FINDINGS - 2.1 Things that went well and 2.2 Opportunities for improvement** follow as an opportunity/opening for brigades to discuss our involvement if necessary.

**2.1 Things that went well**

*Things that went well or which reflect positively on progress towards implementation of previous review and inquiry findings are noted in the sections which follow. In summary these include:*

- there is general agreement amongst informants that there has been a significant improvement in interagency collaboration in the last 4-5 years;
- initiatives are underway that will require and promote greater interagency collaboration, for example, the Bushfire Risk Management Program;
- the Interagency Bushfire Management Committee (IBMC) is already addressing a range of issues concerning interoperability, common standards and joint processes which, when fully implemented, will entrench collaboration and continuous improvement;
- *a high level of cooperation between agencies was reported at the State Emergency Coordination Group level;*
- *good cooperation was reported by all parties engaged at the State Operations Centre;*
- *the AFAC sponsored Arrangements for Interstate Assistance, invoked for the first time in Western Australia, were generally effective;*
- *cooperation provided under Defence Aid to the Civil Community (DACC) was generally effective, particularly in relation to the use of Commonwealth facilities at RAAF Pearce and in the construction of a tent city at Manjimup;*
- *good cooperation was reported between the agencies and local government, including in relation to the use of local government facilities and equipment.*

*Mostly positive reports were received about the activation and operation of the evacuation centre established in Pemberton for the O’Sullivan bushfire. These reports include in particular the role of the DFES*



*Community Liaison Unit in addressing community information needs and the response of the Department of Agriculture and Food (DAFWA) to animal welfare issues.*

*Also noted in this report are a number of areas where progress has been made since the O'Sullivan and Lower Hotham fires to address opportunities for improvement identified by the review. These include revision by the SEMC of Traffic Management Guidelines in Emergencies and further progress on the implementation of the interim Westplan – Recovery Coordination, particularly in relation to impact assessments, by the State Recovery Coordinator.*

## **2.2 Opportunities for improvement**

*Following is a summary of the opportunities for improvement identified in the course of the review. Supporting arguments for the recognition of each of these opportunities appear in greater detail in the relevant sections of this report.*

### **2.2.1 Use of pre-formed incident management teams (IMT)**

*PFT.1 While recognising that workforce management, resourcing and geographical constraints present significant challenges, DFES and Parks and Wildlife should consider alternative approaches to determine how they will establish flexible multi-agency pre-formed IMTs, at both Levels 2 and 3, to be prepared for forecast levels of bushfire risk.*

*PFT.2 The process developed by the IBMC for joint accreditation of Level 3 personnel should be further developed, including by extending the current arrangements to Level 2.*

*PFT.3 The Fire and Emergency Services Commissioner and Parks and Wildlife Director General should jointly review the list of accredited Level 2 and 3 Incident Controllers, on an annual basis, to ensure that those listed are competent and current in their skill and knowledge.*

*PFT.4 More use should be made of non-DFES and non-Parks and Wildlife personnel in IMTs where available, such as local government communications and mapping specialists.*

*PFT.5 The IBMC should consider the benefits of using a flexible AIIMS format for multi-agency training purposes during prescribed burning operations.*

### **2.2.2 Incident management systems and incident support**

*IMS.1 A common understanding of the implementation of AIIMS should be agreed upon and followed by DFES and Parks and Wildlife. Inherently inefficient departures from AIIMS principles (such as to have more than one logistics unit) should be addressed immediately. Any residual differences in approach between the agencies should be made explicit.*

*IMS.2 As part of a shared understanding of the implementation of AIIMS, DFES and Parks and Wildlife should agree on the role and function of the Incident Controller. The agencies should reach agreement on the minimum duration that Incident Controllers will serve at future incidents.*

*IMS.3 SEMC should review supra-coordination arrangements between all emergency response and support organisations operating above the IMT level and clarify each organisation's legal, administrative and financial responsibilities.*

### **2.2.3 Interoperability of systems and equipment**

*ISE.1 DFES and Parks and Wildlife should jointly undertake a review of available resource management systems which could be readily integrated into their current human resources, vehicle and equipment systems.*

*ISE.2 The IBMC should develop an agreed plan covering technologies and systems of work to achieve interoperability, with timelines that recognise operational and financial constraints of each participating agency.*

*ISE.3 Bushfire response and support organisations should investigate the type of radio system best suited to WA bushfire situations for multi-agency operability.*

*ISE.4 Prescribed burning operations in a flexible AIIMS format could provide an opportunity to enhance interoperability through systems and processes training.*

*ISE.5 At multi-agency bushfires there should be agreement on the minimum shift length that all firefighters operate to during the emergency situation.*

*ISE.6 During incidents when heavy plant is involved in fire suppression activities, DFES and Parks and Wildlife should require the IMT to have a Plant Operations Manager to enhance the effectiveness and efficiency of plant management.*

#### **2.2.4 Recovery improvements**

*R.1 An assurance process should be developed to ensure that amended Westplans have been fully reticulated and absorbed.*

*R.2 A template style approach to impact assessment that meets the needs of interim Westplan – Recovery Coordination should be finalised.*

*R.3 A specific role definition for SEMC Secretariat Community Emergency Management Officers should be adopted in order to make clear that they can advise Incident and Operational Area Support Groups and act as advisor to local government at the commencement of incident recovery.*

*R.4 Standardised guidance on the management of common hazards to emerge in the wake of a bushfire, in particular asbestos exposed in premises damaged or destroyed by fire, should be developed and made widely available.*

*R.5 Networked agreements between neighbouring local governments should be encouraged in order to provide better support for council officers affected by emergency incidents, including for the purposes of fatigue management.*

#### **2.2.5 Interstate deployment improvements**

*ID.1 DFES and Parks and Wildlife should confer on what amendments to the AIA may be necessary to address the gaps identified by AFAC in relation to the implementation of the AIA in its first year of operation; greater compatibility of administrative systems and processes should also be pursued between DFES and Parks and Wildlife.*

*ID.2 Common Use Agreements to facilitate the provision of air travel, ground transportation and accommodation should be developed to cover the specific circumstances of interstate deployments.*

*ID.3 Consideration could be given to the identification of a pre-formed Interstate Liaison Unit to enhance preparedness for future incoming deployments and to provide a basis for network building with counterpart groups in other jurisdictions.*

*ID.4 Briefings for incoming crews should be rationalised and opportunities taken to provide general briefings during the transportation phase with more detailed briefings conducted in the area of operations; use of charter flights for incoming crews could assist in the provision of advance briefings. Consideration could be given to specific briefings for local personnel on interstate deployments arrangements.*

### **7.3 Public Inquiry into January 2016 Waroona Fire – Terms of Reference.**

In January 2016, the “Waroona Fire” caused considerable damage and unfortunately loss of life to communities within the Shires of Harvey and Waroona.

Given the involvement of City of Busselton appliances/brigades in this incident, **the Terms of Reference relating to the response to the fire** follow as an opportunity/opening for brigades to discuss our involvement if necessary.

Discussion on this matter at this meeting of the BFAC was also requested by Deputy CBFCO Oscar Negus.

#### *1. The response to the January 2016 Waroona Fire*

- (a) The effectiveness of pre-incident bushfire prevention and mitigation activities;*
- (b) The effectiveness of emergency management plans and procedures;*
- (c) The effectiveness of the suppression strategies and tactics used during the fire;*
- (d) The effectiveness of incident management, including coordination of agencies, volunteer fire and emergency services and interstate assistance;*
- (e) Protection of essential services infrastructure and access to essential services (power, transport, water, communications) by emergency services organisations and the community;*
- (f) The effectiveness of public messaging including the adequacy and timeliness of emergency warnings issued to residents and visitors;*
- (g) Effectiveness of assistance to and management of those affected by the fire:*
  - (i) Evacuation procedures*
  - (ii) Communications with the community over the course of the fire*
  - (iii) Provision of welfare support*
  - (iv) Management of people seeking to return to their properties, and*
- (h) Livestock and companion animal management and welfare issues.*

**Attachment 7.3 Report to City of Busselton Bush Fire Advisory Committee meeting to be held on 8<sup>th</sup> March 2016.**

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

**Officer Representing:** - District Officer- Danny Mosconi

**Matters to be discussed:**

- Unfortunately due to operational requirements (Esperance Fire) we were unable to conduct the RUI exercise in the City. We will plan to run the same exercise earlier before next fire season.
- Thankyou to those that attended Waroona / Myalup Fires to assist and support communities out of this region. Fantastic effort by LSW volunteers given risk we had in own region.

Thanks also to those who coordinated resources, provided logistics such as buses and generally supported the effort. Also pass on thanks to partners/wives/husbands and loved ones who supported you all during this busy time.

Much has been said in media and social media about the management of the fire - It's been disappointing to see such a negative focus on some of the aspects of the way the fire was managed and I know some of the commentary has affected our staff and volunteers in a negative way. DFES and the LG have facilitated a number of Wellness Sessions across the region.

- Euan Ferguson - former Chief Officer of CFS/CFA has been tasked by the Government to lead the review into the fires. Three areas in Terms of reference are:
  - The Response
  - Lessons Learned from Previous Bushfires
  - The Need for Further Reform

At the request of the LG, Euan met with CBFCA and LG representatives last week to see actions after Margaret River Fire. He also sat in on BFAC and provided a brief overview of his inquiry.

- When I went to Canada in 2014, I was fortunate enough to gain some experience using a sprinkler system to protect assets in the line of the fire. Over the past year, I submitted a proposal and received endorsement by DFES to establish a 'prototype' Critical Infrastructure Structural Protection (CrISP) Trailer. Series of sprinklers, hoses, portable pumps and collar tanks available to be used for structural protection under certain circumstances. The trailer was used operationally at the Myalup fire to protect a bridge identified as critical infrastructure. The trailer had never been used before and while there were some teething problems and the fire (luckily) didn't reach the bridge, the trailer will be another option available to be used when assets are at risk. The trailer had its first official test today and performed .....

It will be housed at Margaret River VFRS and will be available for operational incidents and hazard reduction burns across the region and beyond.

- New LSW Regional Training Calendar is now available. All applications for courses should be sent to Tim for approving.
- On 1 February 2016, the Emergency Response Helicopter Service expanded its area of coverage and doubled its operational capacity through the provision of a second helicopter – RESCUE 652 – based at Bunbury Airport.  
RESCUE 652 will respond directly to the Peel, South West, and Great Southern regions. In addition to better coverage of the State's south, the two helicopters operate as a network providing redundancy

for each other. The Bunbury-based RESCUE 652 will allow the Perth-based RESCUE 651 to respond more reliably to the Wheatbelt and Mid-West regions.

The expanded ERHS offers the following benefits:

- Faster initial first response including rescue and medical attention;
- Accelerated delivery to a point of definitive care;
- Higher patient survivability rates;
- Reduced hospitalisation and rehabilitation times;
- Better patient and community outcomes; and
- Maintenance of coverage while one helicopter is out of commission for servicing or deployed to another incident.

Also looking to provide some information/training sessions to our VFRS volunteers in the near future

**Attachment 7.4 Report to City of Busselton Bush Fire Advisory Committee meeting to be held in 8<sup>th</sup> March 2016.**

**Agency:** Department of Fire and Emergency Services/City of Busselton

**Officer Representing:** - Community Emergency Services Officer - Tim Wall

**Matters to be discussed:**

1. The 2016 training calendar is now out; still just waiting to finalise course instructors and date for introduction to structural firefighting, pump operations and on road driving.
  - a) FCO refresher course on 5 November with Busselton, Augusta Margret and Nannup FCO attending, theory in the morning with exercise in the afternoon session, course to be held in Busselton.
  - b) Refresher Sector Commander Course date TBA with Busselton, Augusta Margret and Nannup Sector Commanders attending. To be held in Margret River.
  - c) IFF on the 13 March now to be held at Dunsborough Fire Station.
  - d) BFF on 19 & 20 March now to be held at Busselton Fire Station.
  - e) Introduction to Fire Fighting 2 & 3 April 2016 Dunsborough Fire Station.
  - f) Bush Fire Fighting 9 & 10 April 2016 Dunsborough Fire Station.
2. IRS training: to be held at Dunsborough Fire station on 19 March 2016; few bridges have put in for Incident reporting system with some missing out getting on the course - I am trying to organise another one. The purpose of this training is to provide you with an understanding of the Incident Reporting System (IRS) and how to accurately input data as a result of incidents attended by brigades. The IRS data collected is currently used by DFES to provide statistics for a variety of strategic reports for both internal and external agencies.
3. Brigade turnouts reports YTD.
4. E Academy coming soon. Training software and Volunteers will be issued a single sign on where you can update your own personal details, check on your own training records and download forms and apply for courses. You will need to be register to entry the Volunteer Portal to get accesses to E Academy. Road Show will be coming to our area to lurch the new E Academy; we try and get one member from each brigade to attend trained up to assist with the new E Academy. Note, all update details and course applications submitted to their next up line officer to update and or sign off on.
5. Great response to out of district fires. Waroona / Harvey by all brigades and ICV team and thankyou to the brigades who submitted there brigade debriefs this was collated all together and then summited to the regional DFES office to form a part of a regional debrief submission. ( see attached our debrief submission)
6. Wellness, peer support session held at Vasse and Yallingup rural fire stations with 132 attending, these were great sessions for all members and partners.
7. Wellness support packs, please take back to your stations if you don't have one yet.
8. Autumn, winter and spring burning/ fuel reduction program planning on City owned reserves is underway; more to follow once the weather has broken.
9. Meeting with Brigade treasurers in the near future, this will be a refresher for current and new information for new treasurers.

10. 12.2 is now located at Vasse Fire Station and should be mobilized with each fire call. Mike Terry is coordinating the 12.2 team and its call outs. To mobilize the 12.2 call COMSEN and request the Vasse 12.2 to be activated to the incident if has not be activated with the first turn out appliances. (Mike is on the group call and if you forget request to the operator to turn the 12. out after the operator has hung up ask mike if he is still on line request him to turn out). We are look at getting the 12.2 its own text message activating to incidents as currently is on the Vasse BFB text message.
11. All jerry cans on LTs have been relocated away from the pump motors on the back the appliance.
12. Reminder any fire uniforms need washing please take to Cape cleaners in Dunsborough or drop them off at Busselton to be delivered to Dunsborough. We have account running 12 months of the year, if you are dropping some uniforms off please let me know keep a track off them.
13. First aid kits refreshers, to be dropped off at Dunsborough St Johns to be restocked, or if you cannot get to St Johns Dunsborough call me to pick them up to be dropped off, again we have account running for 12 months of the year.
14. Fuel cards: some appliances have had trouble with Caltex fuel cards not working mainly when out of district; the card pin number must be the plant number of the appliance - this way if other brigade members are fuelling up the appliance, everyone will know what the card pin number is. Each time you receive a new fuel card the first use of the card sets the pin number. You are also required to put in the kilometres and this must be accurate as possible. Please do not pick your own card pin number.
15. Please remember to fill out vehicle fault report book even if you have contacted the workshop informing them of the problem; send one copy into me, leave one in the appliance with details of the issues for the workshop, and one copy for your own records. Sending a copy into me will allow me to track the faults, issues, and any work carried out throughout the year after the fire season.
16. This year's Emergency Services Expo to be held on 24 September 2016. We are considering having a slightly different format - we are looking at having all the stalls/displays to be surrounding a large tent with guest speakers speaking on bush fire issues and planning at different times, plus a workshop for residents on how to write a family survival plan stay or go, and what will be their triggers to leave.
17. Just a reminder, to display the BFAC minutes at your station after the meeting to assist in keeping all members informed. Once minutes have been received members can then review them and forward any feedback to the committee through their brigade FCO.
18. I will be away on leave from 9 March returning 21 March. For any urgent operational issues please contact Allan Guthrie; and for any other urgent issues contact Dean Freeman; otherwise if it can wait just email me and I'll deal with it on my return.



## No. of Incidents Attended

From Date:

01/07/2015

29/02/2016

To Date:

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This report shows the number of Incidents attended by the selected Brigade or Unit as Primary or Support; as recorded in FIRS. It does not count multiple turnouts to the same Incident.

	2015/2016
<b>ACTON PARK NORTH BFS</b>	
Support	1
Total:	<b>1</b>
<b>ACTON PARK SOUTH BFS</b>	
Primary	2
Support	4
Total:	<b>6</b>
<b>AMBERGATE BFS</b>	
Primary	2
Support	6
Total:	<b>8</b>
<b>CITY OF BUSSELTON</b>	
Primary	3
Support	9
Total:	<b>12</b>
<b>DUNSBOROUGH BFS</b>	
Primary	12
Support	13
Total:	<b>25</b>



<b>EAGLE BAY BFS</b>		<b>YALLINGUP RURAL BFS</b>	
Primary	2	Primary	11
Support	3	Support	8
Total:	5	Total:	19
<b>HITHERGREEN DISTRICT</b>		<b>YOONGARILUP BFS</b>	
Primary	5	Primary	1
Support	4	Support	2
Total:	9	Total:	3
<b>JARRAHWOOD BFS</b>			
Primary	1		
Total:	1		
<b>KALLOORUP &amp; DISTRICT BFS</b>			
Primary	1		
Support	6		
Total:	7		
<b>METRICUP BFS</b>			
Primary	2		
Support	1		
Total:	3		
<b>SUSSEX BFS</b>			
Primary	3		
Support	10		
Total:	13		
<b>VASSE BFS</b>			
Primary	8		
Support	10		
Total:	18		
<b>WILYABRUP BFS</b>			
Primary	2		
Support	3		
Total:	5		
<b>YALLINGUP COASTAL BFS</b>			
Primary	1		
Support	4		
Total:	5		



## Reporting Template for Debriefs

(Where follow-up action is considered necessary)

Region: LSW	Unit/Brigade/Group: COB BFB
Incident: Fire	Incident #: 33128
Incident Date: 6/1/2016	Location: Waroona
Incident Type: Bush Fire	

### 1. Incident Overview

Briefly record:

- What happened, where, when, and who was involved.
- Any other important issues such as risks to life and/or property.

### 2. Sequence of Events

Provide (in brief point form) a list of key events, e.g. Response details and arrival actions.

### 3. Operational Effectiveness

What went well and what needs improvement? – Record any initial evidence and viewpoints on operational effectiveness.  
Describe if this event may have been prevented or its impact minimised (i.e. through Community Safety Programs, etc.)

### 4. Comments

Discuss positive and negative aspects of training, procedures, equipment, etc.

### 5. Recommendations for Follow-up Action

Complete and list key recommended actions for improving this type of operation.



Complete relevant sections if applicable

**1. Incident Overview**

On the 7/1/16 at 2 am City of Busselton Bush Fire Service was activated and assembled at Caltex service station Busselton to assist in wild fire impacting on Waroona and surrounding towns with in the district, this included Wagerup Refinery in which the COB BFB had crews defending the refinery for the first two shifts, with the following shifts being deployed through Harvey shire area assisting with fire suppression activates.

All our appliance and bush members finished and returned home on the around 5pm 13/1/2016 apart from the 12.2 which stayed on for another 5 days, our deployment was for 6 days manning 8 appliance 24 hours per day with representation from all 14 bush fire brigades with the COB.

Sussex LT and Vasse Lt returned for further 5 day shifts manning for 24 hours

**Appliances**

- Yallingup Coastal 2.4
- Dunsborough 4.4
- Hithergreen 3.4
- Vasse 3.4
- Busselton 12.2
- Ambergate LT
- Sussex LT
- Vasse LT

Number of Events/Premises Attended:	Number of Personnel: 358 including 40 BSN ICV team members
Total Hours: 8,592.	Total Permanent Staff Hours: 196 over 14 days
Costs:	OCN/Wildfire Number (if applicable):

**2. Sequence of Events**



### 3. Operational Effectiveness

#### Deployment and Control Point

##### Positives

- Being met by DFES personnel at the Caltex garage Busselton (assembly point first morning) Excellent public relations and “ease of operations” tactical move.
- Advanced rostering of crew up to 4 shifts ahead
- Bus to incident
- Food and drinks on the bus for crews both ways
- Control point set up
- Fuel and mechanic on site at control point
- Welfare- food and drink set up – best ever we have had
- Welfare good with the Brunswick football club providing excellent tucker and respite
- All deployments, tasking and sector control were good

##### Negatives

- Traveling to other fire sheds to be pick up on the bus going to the fire
- Not knowing who being pick up on each shift
- Bus trip home poorly planned/ executed with potential danger to personnel. Driver was calm under very trying circumstances.(positive)



- Crew change over delayed waiting crews to come of fire ground
- IC crews and sector commanders lacking tabards
- No clear indication of where change of crew were to report, unlike T card desk that was clearly marked.
- Problems with units not passed on to new crews. Problems must be written down and passed on at briefing. No familiarity with some appliances.
- No maps of refinery area
- One crew were made to wait over four hours on the bus to wait for other City of Busselton crews to return.
- Crews weren't being released from the fire ground, knowing that other City crews were waiting in the bus.
- Maps were of poor quality
- Several crews made it to fire ground for several hours before receiving briefings

#### **Improvements**

- Bus pick up for relief crew at own station
- Have bus /changeover coordinators to go on the buses
- All FCO's notified by text or comms call of major incident -re the possibility crews being required for extended shifts to be organised
- Shift change over in safety zones not hot change over in busses
- Contact numbers for changeover crews / incoming, outgoing to be given leaders to crew leaders on bus
- Bus driver to have list on crews arriving and departing
- Maps should be made a priority for incoming crews especially for night shift
- Sector commanders need to be experienced and to be at control point prior to shift change over to get better overall picture of objectives and to allow for good briefing
- Better use of tabards
- Use multiple taskforces from different areas are being utilized is it possible for these to be staggered across sectors. Ie instead of all of Busselton going to one sector, have several trucks from Busselton to one sector, with several trucks from Bunbury, who started an hour earlier. Thereby, Busselton crews will be on the ground when Bunbury needs to do a crew change and vice versa.



- It would be useful for sector maps particularly to show street names etc to help people obtain bearings.
- Gas pipeline and relief valves not showing on maps
- Sector commanders should be changed over at offset times to crews, so they are aware of the situation on that sector to be able to debrief the next incoming crews.
- Sector commanders debrief should consist of detail of appliances on the sector and what time they are to be changed over.

### **Operational Effectiveness**

#### **Positives**

- Cooperation between all the agencies seen as good and much improved on previous fires.
- Local knowledge of ALCOA employees - very much an advantage when working with our crew
- ALCOA water supply excellent
- Placing local brigade units in with "outside" units in sectors seen as a huge benefit in terms of local knowledge
- Tasking, sector command structure good.
- Over all water supply good.
- New respirators were very effective
- Some Sector Commanders maintained good communications and responded to changing conditions on the ground well.
- Strike team leaders and crew leaders that went looking for the best places to attack the fire had good success and happy crews
- Tasking, sector command structure good
- IC Van was effective in providing good maps and briefings by Sat 9th Jan
- Crews allowed to patrol on their own and report back with SITREPS
- Welfare needs on the fire ground with food and water excellent
- Fresh driver to drive home after being stood down

### Negatives

- Task briefing hit or miss
- Maps and briefing notes lacking at early stages
- ALCOA had done little or no fire mitigation work on its assets. No buffer from vegetation and no fuel load reduction
- Harvey had done little or no fire mitigation work on road verges and throughout the district on shire and public owned land with high fuel loads
- Sector Commanders not pre organised
- Discord between what ALCOA employees wanted crews to do and what could be safely delivered or was prudent to the occasion.
- Crews tasked to Wagerup refinery dealing with unknown Hazmat materials
- Personnel on fire ground not wearing complete PPC
- Communication with sector commander poor at times
- Tasking flexibility not good
- Hazards at mine site-re chemicals
- Maps and directions lacking
- Crews sit around Cookernup all day in asset protection mode
- General inaction and confusion with appliances not being deployed for hours
- Friday problems with Comms
- Instruction to black out to 100 metres was unrealistic given the trucks bogged so easily and the length of unit hoses.
- Some crews could not draft and had run water completely out and thus could not prime.

### Improvements

- PPC standards needs to be reinforced and raised at pre briefing prior to going on the fire ground
- Special attention paid to briefing to in regards to Hazards at mine site-re chemicals
- .If crews are visiting an area from out of district to help relieve the local crews, then the local crews should be rested to enable them to continue with the mop up
- All crews need to be able to draft and continue to make sure crew are familiar with drafting





- Crew of four/ five is better for full days
- Up skill and or refresher training for all sector commanders every three years
- Scouts feeding info back to sector command would encourage more action on the ground
- Better liaison between sector commanders and Incident Controllers/ divisional Commanders. More sit reps
- Action early as crews volunteered to help in a meaningful way not to sit around for hours waiting for instructions.

**4. Comments (Training/Procedures/Equipment)**

**5. Recommendations for Follow-up Action**





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



SES only		
Local Manager:	Date:	POR #:
District Officer:	Date:	POR #:
Recorded on Database By:	Date:	OP. #:

Fire Services only	
District Officer:	Date:
Regional Superintendent:	Date:
File #:	

**Attachment 7.5 Report to City of Busselton Bush Fire Advisory Committee meeting to be held on 8<sup>th</sup> March 2016**

**Agency:** Department of Parks and Wildlife

**Officer Representing:** - Fire Operations Officer - Jeremy Friend

**Matters to be discussed:****2015/16 BUSHFIRE SEASON**

- As at 26/2, 58 fires in Blackwood District totalling approximately 500 ha – largest Morgan Road (142ha) in the Shire of Donnybrook-Balingup and Hay Road (110ha) in the Shire of Bridgetown-Greenbushes.
  - Attended 8 fires in the City of Busselton
    - 5 I-zone
    - 3 O-zone
- Seasonal occurrence of fires within the Blackwood District is consistent with past years.
- Collins tower has been manned more often this year due to stronger forecast winds along the west coast.
- Thank you to all brigade members for their assistance and ongoing support

**2016 AUTUMN PRESCRIBED BURNING – BLACKWOOD DISTRICT**

The following burns are planned for Autumn/Winter 2016.

- BWD 041 - Yelverton
- BWD 076 – Yallingup

Parks and Wildlife extends the offer to all brigades to participate in the prescribed burning program. P&W will hold an all of local government and DFES prescribed burning briefing prior to the Spring 2016 burn season.

**OTHER BUSHFIRE MITIGATION MEASURES**

- Ongoing maintenance of existing access and slash break networks in the LNNP.
- Attend community engagement at various events with local brigades and DFES.
- Participate in RUI exercises where programmed.
- Inform the community of P&W's prescribed burning program.