



City of Busselton
Geographie Bay

**Bush Fire Advisory Committee
Minutes**

11 December 2018

City of Busselton, Kaloorup Room, 2 Southern Drive, Busselton on Tuesday 11th December 2018,
commencing at 7.30pm

CITY OF BUSSELTON

MINUTES - 11 DECEMBER 2018

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CITY OF BUSSELTON**MEETING NOTICE AND AGENDA – 11 DECEMBER 2018****1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

The Chairperson, Allan Guthrie declared the meeting open at 7.33pm.

2. ATTENDANCE AND APOLOGIES**Present**

Allan Guthrie	Chief Bushfire Control Officer
Robert Reekie	Councillor, City of Busselton
Oscar Negus	Deputy Chief Bushfire Control Officer, Hithergreen BFB
Chris Payne	Deputy Chief Bushfire Control Officer, Kaloorup District BFB
Peter Dawson	Fire Control Officer, Vasse BFB
Mark Smith	Fire Control Officer, Sussex BFB
Mark Fisher	Fire Control Officer, Yallingup Rural BFB
Mark Jolliffe	Fire Control Officer, Wilyabrup BFB
Ken Sue	Fire Control Officer, Ambergate BFB
Andrew Hunt	Fire Control Officer, Dunsborough BFB
Todd Johnson	Fire Control Officer, Ruabon BFB
Neville Haddon	Fire Control Officer, Yoongarillup BFB
Colin Sanderson	Fire Control Officer, Eagle Bay BFB
David Hunt	Fire Control Officer, Yallingup Rural BFB
Doug Walters	Fire Control Officer, North Acton Park BFB

In Attendance

Naomi Dekker	Community Emergency Services Manager, DFES/COB
Tanya Gillett	Manager, Environmental Services
Peter Thomas	Department of Fire & Emergency Services
Blake Moore	Department of Fire & Emergency Services
Phoebe Buntain-Barrie	Administration Officer
Mark Moore	Department of Parks and Wildlife
Mal Ballard	Captain, Dunsborough BFB
Peter Stark	ICV
Adam Jasper	Lieutenant, Vasse

Apologies:

Andy Thompson	AO Geographe, Department of Fire & Emergency Services
Nathan Hall	AO Leeuwin, Department of Fire & Emergency Services
Jeremy Friend	Fire Operations Officer, Parks and Wildlife Service
Paul Blight	Fire Control Officer, Yallingup Coastal BFB

3. DISCLOSURE OF INTERESTS

Nil

4. CONFIRMATION OF MINUTES**4.1 CONFIRMATION OF MINUTES FROM MEETING HELD 12 JUNE 2018**

Moved: Chris Payne

Seconded: Ken Sue

CARRIED

BUSINESS ARISING

Nil

5. PRESENTATIONS

Nil

6. BUSINESS BEFORE THE COMMITTEE**6.1 Welfare at fire events, David Hunt**

Discussion was raised regarding who was responsible for arranging welfare (food, drinks) to crews during incidents. Allan Guthrie advised that it was Incident Controller.

6.2 Locked security gates in special rural and other areas, David Hunt

Discussion was raised regarding private property owners with coded/locked security gates and high fencing, restricting access for firefighters. Several options were noted, including engagement activities with property owners through the Bush Fire Ready Groups and the FCO's maintaining a local database of codes for their area.

Allan Guthrie requested that this item be taken on notice, and the City provide a response on how this may be addressed at the next meeting.

6.3 Standpipe maintenance, David Hunt

Blake Moore advised the standpipe maintenance issue had been resolved.

6.4 Early opening of fire permit season 2018, David Hunt

David Hunt noted that due to the early opening of the permit season a record number of permits had been issued. The reasoning behind the decision to open the season early was acknowledged and efforts of all FCO's during this busy time was commended.

7. OFFICER/DELEGATE REPORTS

Attachment 7.1 - City of Busselton/Department of Fire & Emergency Services, Blake Moore

Attachment 7.2 - Department of Fire & Emergency Services, Peter Thomas

Attachment 7.3 - Department of Biodiversity, Conservation and Attractions, Jeremy Friend

Attachment 7.4 - City of Busselton/Department of Fire & Emergency Services

Officer Recommendation

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

- a) City of Busselton/Department of Fire & Emergency Services
- b) Department of Fire & Emergency Services
- c) Department of Biodiversity, Conservation and Attractions
- d) City of Busselton/Department of Fire & Emergency Services

Moved: Robert Reekie

Seconded: Mark Jolliffe

CARRIED

8. MATTERS OF URGENCY

8.1 Proposed 12.1 Brigade, Naomi Dekker

In June 2017 the BFAC endorsed a proposal to establish a new brigade, Busselton 12.2 (moved Ken Sue, Seconded Peter Dawson).

Pursuant to section 8.0 of the BFAC Terms of Reference, *“the Bush Fire Advisory Committee has been established as an advisory committee only and does not have any delegated powers. Committee recommendations shall be referred to the Council.*

Whilst the Minutes of the BFAC meeting dated June 2017 were presented to the Council, the specific recommendation to establish a new brigade was not put before the Council for their consideration. In June 2018, this matter was again brought before the BFAC at which time it the BFAC endorsed a recommendation of the Community Emergency Services Manager, Blake Moore to continue the operation of the 12.2 appliance under the Vasse Brigade. This recommendation was moved by Ken Sue and seconded by Chris Payne and endorsed by the BFAC.

At the time of the second resolution, June 2018, it would have been appropriate to rescind the recommendation of the BFAC of June 2017. Accordingly, the purpose of this report is to simply correct this anomaly and rescind the June 2017 recommendation.

Motion: That the BFAC motion 8.7, dated June 2017 to establish a new brigade, Busselton 12.2 be rescinded.

Moved: Peter Dawson

Seconded: Andrew Hunt

CARRIED

8.2 Planting of trees on/near firebreaks, Mark Jolliffe

Mark Jolliffe raised concerns about property owners planting trees directly inside their boundary fence line, ideally where the firebreak should be constructed. It was noted that in accordance with the City’s Firebreak and Fuel Hazard Reduction Notice that firebreaks could be constructed within 6m of the property boundary. Mark advised that he may raise this as an agenda item at the next meeting for further discussion.

8.3 Reserve management, Chris Payne

Chris Payne enquired as to who is responsible for managing reserves and the process for implementing fuel reduction works on these. Discussion included the need to engage with a range of stakeholders, often with competing interests, whilst still maintaining fuel loads to an acceptable level. Tanya Gillett advised all FCO's that any reserves of concern were to be raised with the CESM so that they could be prioritised accordingly.

8.4 12.2 Request for additional members, Allan Guthrie

Allan Guthrie advised that the 12.2 appliance required additional members and requested all to circulate this to their brigade members.

8.5 Funding for oxyviva cylinders, Mark Fisher

Mark queried whether the cost associated with maintaining oxyviva cylinders were ESL eligible items. Blake responded that they were only eligible for brigades with a road crash rescue profile, in accordance with the current manual for capital and operating grants for the Local Government Grant Scheme. The City had previously attempted to claim these costs, however had not been successful. It was noted that if the brigades wished, they could approach the Association of Volunteer Bush Fire Brigades in regards to this matter.

9. OCCUPATIONAL HEALTH & SAFETY (OH&S)

Nil

10. NEXT MEETING

The next meeting will be held on 12 MARCH 2019 at 7:30pm at the City of Busselton, Kaloorup Meeting Room, 2 Southern Drive, Busselton.

11. CLOSURE

There being no further business, the Chairperson declared the meeting closed at 8:53pm.

Attachment 7.1 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 11 December 2018

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

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

Matters to be discussed:**Incidents since 21/06/2018 as at 04/12/2018**

- 23
- 6 - Bush Fire
- 4 - Vehicle Fire
- 3 - Structure Fire
- 2 - DBA
- 7 - False Call – Good Intent
- 1 – Animal rescue

A/AO Leeuwin

- As of 07/12/2018 I will be acting into Nathan Hall's AO Leeuwin position for 4 weeks, finishing 08/01/2019. During this time my position will be getting back filled by Naomi Dekker. Naomi will be able to be contacted on the CESM Busselton mobile number and I will be on the AO Leeuwin number.

Station Builds

- **Ambergate** – Station build is nearing lockup, completion date is scheduled for the couple of weeks.
- **Hithergreen** – The training room extension project has now been place on hold due to land ownership issues with the site. A rollover of the funding has been requested from DFES
- **Sussex & Vasse** – The concrete apron extensions have been completed.

Training

- Introduction and Bushfire courses have been completed in September and October and another two in November.
- Ground Controller course completed in October at Dunsborough

Fire at the Telstra Phone Exchange

- On 17 October we had a fire in the Telstra phone exchange in Yallingup which caused \$250,000 damage to the exchange. As a result of the fire there was significant damage to the exchange which caused widespread outages to landlines, internet, NBN and mobile phone services in the area for 5 days and works are still continuing to re-establish full functionality from the exchange site.

Operational Circulars

- **Group Call Replacement project** – Please refer to the attached circular regarding the changeover.



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



DFES Operational Circular No: 71/2018
File: 28449
OCTOBER 2018

**GROUP CALL REPLACEMENT PROJECT –
OUTCOMES OF LAUNCH ROLLBACK**

Further to the Operational Circular 67/2018, the Group Call Replacement Project was due to launch on 25th September 2018. During the launch ComCen reported a loss of audio. The fault was logged with the vendor and diagnosed as a third party telephone carrier fault. That carrier has now been removed as the primary carrier.

The project is now working towards a launch date of Monday 8th October 2018. Prior to launch, the project will re-run testing to ensure the system is working correctly.

What is Changing

Whilst the system is changing, the only noticeable change will be the telephone number that appears on BGU volunteer telephones. The new number that will appear on telephones is:

08 6173 7200

If you have saved the old number in your telephone or mobile phone and assigned a specific ring tone, you should update your contacts with the number above.

Additionally, each BGU currently on Group Call will have a new Alert Number issued to them. These numbers will only be used by those BGUs that initiate group calls.

The Country Communication System (CCS) will continue to be used with the new system.

Benefits

The new system will have a number of benefits, namely that DFES ICT will be performing Group Call volunteer updates. This will enable DFES to respond faster to volunteer requests.

The cost associated with previous changes has been eliminated.

Target Audience: Operational Personnel				
A	B	C	D	Vol
O.I.C. is to communicate content to all relevant personnel under their command, discuss implications, and sign appropriate box above. Once completed Circulares shall be filed on station and forwarded to Information Resources at the end of each financial year.				
OC-71-18	Issue Date:	Removal Date:	Contact:	Operational Readiness & Practice
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Government of **Western Australia**
Department of **Fire & Emergency Services**



Frequently Asked Questions

Q: What do I need to do?

A: You do not need to do anything. You may wish to save this telephone number (08 6173 7200) in your telephone and assign a special ring tone to identify group calls.

Q: Do I still need to enter the PIN to join the group call?

A: Yes, all users of group call will need to continue to enter the PIN to join the call. The PIN remains the same.

Q: When can we make changes to volunteers on Group Calls?

A: From 15th October, DFES ICT will commence actioning any changes.

Q: How do I log changes?

A: Please continue to use the existing process, which may include:

- o Paper Based Form emailed to Area or District Officers;
- o Electronic form using MyICT under 'Request – Phones & Data Cards' and selecting Group Call Request.

Q: Why are we changing systems?

A: Telstra is withdrawing the Telstra Spectrum Conference Bridge from their service offering. As of 15th September, Telstra stopped making any changes to group lists and in March 2019 will retire the system. DFES acted to setup a project to procure, design and develop a replacement system.

More Information

For more information please contact ICT Project Manager Tim Vella on tim.vella@dfes.wa.gov.au or 9395 9885.

LLOYD BAILEY AFSM
DEPUTY COMMISSIONER, OPERATIONS COMMAND

Target Audience: Operational Personnel				
A	B	C	D	Vol
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Attachment 7.2 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 11 December 2018

Agency: Department of Fire & Emergency Services

Officer Representing: Peter Thomas, District Officer Capes

Matters to be discussed:

- **RE-APPOINTMENT OF COMMISSIONER DARREN KLEMM AFSM**

The Minister for Emergency Services Francis Logan MLA has announced the re-appointment of Mr Darren Klemm AFSM as the Fire and Emergency Services Commissioner.

Mr Klemm's re-appointment will be for five years beginning on 20 March 2019, and it will provide important continuity in the work he is undertaking with the public sector reform, including the best outcomes for DFES whilst delivering the necessary efficiencies.

- **STATE AERIAL FIREFIGHTING OPERATIONS 2018-2019**

The following information outlines state aerial firefighting aircraft types for the Lower South West Region and their nominated service periods during the 2018-2019 southern bush fire season;

Commencing 15 December 2018

- 2 x Bell 214B Type 2 Helitaks for aerial fire suppression at Busselton

Commencement Dates TBA

- 2 x Air Tractor 802 Single Engine Air Tankers (SEATs) at Manjimup
- 1 x Champion Scout AAS platform at Manjimup

- **New Bush Fire Brigade Medal**

DFES has implemented a new ten year Bush Fire Brigade Medal and five year clasp. This is an important initiative to bring Bush Fire Brigades in line with the other volunteer services who receive a ten year medal. The Medal will replace the ten year Bush Fire Medallion, recipients of the ten year medal must be a registered and active or support member of a Bush Fire Brigade.

- **INTRODUCTION OF \$1,000 TOTAL FIRE BAN INFRINGEMENT**

During the 2017/18 bush fire season, the Regulation and Compliance Branch (R&C Branch) introduced a process to investigate Total Fire Ban breaches and exemption breaches (TFB breaches).

There were:

- Twenty-six TFB days declared from 1 October 2017 to 31 March 2018 and sixty-two breaches.
- Twenty-five breaches which resulted in landscape fires.

DFES, Police, DBCA and Local Governments can now issue a \$1,000 infringement notice for a TFB breach. This will bring Western Australia in line with New South Wales who has an on the-spot fine for TFB breaches.

- **LSW STAFF MOVEMENTS**

I am pleased to announce that the previous Superintendent for the Lower South West Region John Tillman has been promoted to the position of Chief Superintendent of the newly formed Rural Fire Division. Also leaving the region District Officer Danny Mosconi has moved back to Perth to be with family and follow potential career opportunities.

We currently have Phil Brandrett as the Acting Superintendent for the LSW region. Peter Thomas has been promoted to District Officer Capes as of the 19th of October 2018.

- **WA STRATEGIC INTELLIGENCE OUTLOOK (OCTOBER TO DECEMBER 2018)** The DFES Intelligence and Hazard Planning Branch (IHPB) in partnership with key stakeholders including the Bureau of Meteorology (BoM), Main Roads WA and the Department of Water and Environmental Regulation have developed the Strategic Intelligence Outlook for the months of October to December 2018.

The Strategic Intelligence Outlook will be issued quarterly to support prevention, preparedness, response and recovery decision making in emergency management within DFES and throughout our stakeholder network.

The BoM is forecasting in their 2018/19 Severe Weather Outlook:

- An increased risk of heatwaves;
- Elevated Bushfire potential particularly in the south east of Australia;
- A below average tropical cyclone season; ☐ Lower likelihood of widespread flooding; and ☐ Normal risk of severe thunderstorms.

Peter Thomas

District Officer Capes

Attachment 7.3 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 11 December 2018

Agency: Department of Biodiversity, Conservation and Attractions

Officer Representing: Jeremy Friend, Fire Operations Officer

Matters to be discussed:

- Despite good winter rainfall throughout the Blackwood District, the Spring burning period presented limited opportunities. Despite this we still completed 3 landscape level burns and a number of smaller hand burns
- Completed annual strategic access and firebreak network slashing program throughout the LNNP

Attachment 7.4 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 11 December 2018

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

Officer Representing: Naomi Dekker, Acting Community Emergency Service Manager (CESM)

Matters to be discussed:**AVL Testing**

It is requested that all brigades ensure that the AVL function on their respective appliances are to be tested and subsequent testing be integrated into regular vehicle checks. Correspondence has been sent out today regarding this. Regular testing of the AVL unit ensures that it is functioning correctly and operational in time of need. Instructions on how the AVL is to be tested has been included on this correspondence. Any queries regarding the testing procedure or identified faults are to be reported to the CESM.

2019 COB/AMR BFB Training Calendar

Plans are currently underway for the 2019 COB/AMR BFB Training Calendar. Brigade are asked to start considering any existing training requirements, requests for specialist courses and expected number of new members who will have to complete Intro and BFF during the year. Correspondence will be sent out within the next week regarding this.

COB Bush Fire Brigade Shirts

Plans are underway to develop an operational shirt for BFB members to use under their level one gear. This is to build standardisation within the region and reduce the need for firefighters to use personal clothing on the fire ground. Several designs have been sourced from other areas and comments/suggestions of the preferred option is encouraged.