

Shire of Denmark

Minutes



BUSH FIRE ADVISORY COMMITTEE

BUSH FIRE ADVISORY COMMITTEE HELD IN COUNCIL'S RECEPTION ROOM, 953 SOUTH COAST HIGHWAY, DENMARK, THURSDAY, 3rd DECEMBER 2015, COMMENCING 6.30PM.

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Council Committee Meeting

3 December 2015

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Person opened the meeting at 7.35 pm.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCEMEMBERS: (Voting)

- | | | |
|--------------------------|---------------------|-----------------------------------|
| <input type="checkbox"/> | Mr Ross McDougall | C.B.F.C.O |
| <input type="checkbox"/> | Mr Lez Baines | D.C.B.F.C.O |
| <input type="checkbox"/> | Cr Roger Seeney | Council Representative / Chairman |
| <input type="checkbox"/> | Ms Kelly MacLeod | Carmarthen Proxy |
| <input type="checkbox"/> | Ms Bronwyn Wallace | East Denmark Proxy |
| <input type="checkbox"/> | Mr Mike Hills | Harewood FCO |
| <input type="checkbox"/> | Mr Bruce Pringle | Kordabup FCO |
| <input type="checkbox"/> | Mr Colin Tindale | Mehniup FCO |
| <input type="checkbox"/> | Mr Malcolm Hick | Mt Lindesay FCO |
| <input type="checkbox"/> | Mr Peter Mildwaters | Mt Shadforth FCO |
| <input type="checkbox"/> | Mr Joe Baker | Ocean Beach FCO |
| <input type="checkbox"/> | Ms Sam Blythe | Owingup FCO |
| <input type="checkbox"/> | Mr Sid Marshall | Scotsdale FCO |
| <input type="checkbox"/> | Mr Alex Williams | Hazelvale FCO |
| <input type="checkbox"/> | Mr Brian Vigus | Tingledale FCO |
| <input type="checkbox"/> | Ms Joan Merrifield | William Bay FCO |
| <input type="checkbox"/> | Ms Ann Howard | Parryville Proxy |
| <input type="checkbox"/> | Mr Don Atkinson | Town FCO |
| <input type="checkbox"/> | Mr Gary Stanway | VFRS Captain |

MEMBERS:

(Non-Voting)

- | | | |
|--------------------------|----------------|--------------------------|
| <input type="checkbox"/> | Mr Wes Bailye | DPaW Fire Coordinator |
| <input type="checkbox"/> | Mr John Tonkin | DFES Area Officer |
| <input type="checkbox"/> | Mr Paul Ashton | Integrated Tree Cropping |

STAFF:

(Non-Voting)

- | | | |
|--------------------------|------------------|--|
| <input type="checkbox"/> | Mr Marcus Owen | Community Emergency Services Manager / Secretary |
| <input type="checkbox"/> | Mr Gregg Harwood | Director of Community & Regulatory Services |

ATTENDEES:

(Non-Voting)

- | | | |
|--------------------------|-----------------------|------------------------|
| <input type="checkbox"/> | Mrs Charmaine Shelley | Ranger |
| <input type="checkbox"/> | Bryce Edwards | Owingup Brigade Member |

APOLOGIES:

- | | | |
|--------------------------|----------------------|-------------------|
| <input type="checkbox"/> | Mr Jean-Marc Merat | Nornalup FCO |
| <input type="checkbox"/> | Mr Chris Hoare | East Denmark FCO |
| <input type="checkbox"/> | Mr Ivars Sulcs | Peaceful Bay FCO |
| <input type="checkbox"/> | Mr Callum Baxter | Somerset Hill FCO |
| <input type="checkbox"/> | Mr Adrian Kranendonk | F.W.O. |

ABSENT: NilDECLARATIONS OF INTEREST: Nil

Name	Item No	Interest	Nature

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

The Chairman would like to remind all Committee members and proxies that they have the ability to cast a vote and if they are in attendance at a Committee meeting then it is mandatory to do so.

Cr Roger Seeney thanked the brigade members that had turned out for the recent Weedon Hill fire and wished Adrian Kranendonk a speedy recovery.

4. PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF MINUTES

5.1 Committee Meeting Minutes

OFFICER RECOMMENDATION & COMMITTEE RESOLUTION	ITEM 5.1
Moved: Brian Vigus	Seconded: Alex Williams
That the minutes of the Bush Fire Advisory Committee Meeting held on the 3 rd September 2015, be confirmed as a true and correct record of the proceedings.	
Carried: 19/0	

5.2 Matters Arising From Minutes

5.2.1 District Operational Advisory Committee (DOAC)

Held on Thursday 17 September 2015. Ross McDougall will provide an update.

Report attached

5.2.2 Mount Shadforth UHF1 Repeater

The repeater has been reinstated and is now fully operational, owned and insured by Council.

5.2.3 Command Vehicle

Having considered a recommendation from BFAC at its 3rd March 2015 meeting, Council resolved as follows:

COUNCIL RESOLUTION & COMMITTEE & OFFICER RECOMMENDATION ITEM 9.1a
 MOVED: CR OSBORNE SECONDED: CR GILLIES

That Council resolve:

1. *That they support the Chief Bush Fire Control Officer's strategy of seeking public, corporate and philanthropic donations to fund the acquisition of a Bush Fire Service command and support vehicle.*
2. *To offer to hold funds that have been raised by Bushfire brigades specifically for the purchase of the vehicle.*
3. *That the viability of the project be assessed annually to determine if it is likely to achieve the fund raising target within three years and the collected funds returned if it is not likely to be achieved.*
4. *That notwithstanding point (3) all funds being returned to donors if the project does not proceed within three years.*

CARRIED UNANIMOUSLY: 8/0

Res: 090315

COUNCIL RESOLUTION & OFFICER RECOMMENDATION

ITEM 9.1b

MOVED: CR GILLIES

SECONDED: CR SAMPSON

That Council write to the Department of Fire & Emergency Services advocating for the improvement to the priority or availability of funds for initial acquisition and thereafter operational costs and capital replacement of Bush Fire Service Command and Support Vehicles and Incident Control Vehicles available through the Emergency Services Levy (ESL) and seek written assurance that should the Council proceed to acquire a Command & Support Vehicle, that the operational and replacement cost of the vehicle will be eligible under the ESL.

CARRIED UNANIMOUSLY: 8/0

Res:100315

The attached letter, dated 17th March 2015, received from Mr Daniel Austin states the requested command vehicle and the associated running and on-going costs are not eligible ESL items.

Noting points 3 and 4 in Resolutions 090315 & 100315 (above) and the content of the attached letter that was received from Mr Austin, the acquisition of a command vehicle cannot proceed as DFES are not prepared to accept it as a brigade vehicle and fund its maintenance under the ESL scheme.

Given this reality the following Officer Recommendation is made.

OFFICER RECOMMENDATION	ITEM 5.2.3
MOVED:	SECONDED:
That with respect to a Bush Fire Command Vehicle, BFAC recommend that council;	
<ol style="list-style-type: none"> 1. Halt efforts to acquire a command vehicle until such times as these vehicles and associated costs become eligible ESL items, 2. Assess the project to date as unviable, 3. Return donations, currently totalling \$1300, to relevant donors. 	
<i>Lapsed for want of a mover and seconder</i>	

The officer recommendation lapsed for want of a mover and seconder.

ALTERNATIVE MOTION & COMMITTEE RESOLUTION	ITEM 5.2.3
MOVED: Alex Williams	SECONDED: Sam Blythe
That with respect to a Bush Fire Command Vehicle, BFAC recommend to council:	
<ol style="list-style-type: none"> 1. That Council note that the Volunteer Bush Fire Brigades of Denmark are not seeking or expecting that Council contribute to the capital cost of the vehicle. 2. That Council permit the Volunteer Brigades to continue to seek funding from other sources to allow the purchase of the vehicle. 3. That Council support the Volunteer Bush Fire Brigades by allowing the use of the Shire as an entity for an application to Lotterywest and or other grant bodies. 4. That in order that there is no additional financial impact on the Shire for the recurrent costs of the vehicle, that Council consider a revised budget for the funds that the Shire already makes available for other fire expenses. 	
CARRIED: 17/2	

Reason for Alternate Recommendation:

The Chief Bushfire Control Officer had received preliminary advice that Lotterywest would consider a grant application for a Bush Fire Command Vehicle.

6. TABLED ITEMS

6.1 Draft copy of a SOP for the safe storage/use/handling of jerry cans.

Document unavailable – to be tabled at next meeting.

7. OFFICER REPORTS

7.1 Department of Fire and Emergency Services

DFES Area Officer John Tonkin gave a report to the Committee.
Report attached

7.2 Department of Parks and Wildlife

DPaW Fire Coordinator Wes Bailye gave a verbal report to the Committee.

7.3 Chief Bush Fire Control Officer

Chief Bush Fire Control Officer Ross McDougall gave a report to the Committee.
Report attached

The size of the current Fire Regulation Notice was discussed and compared to the 2005/2006 Fire Regulation Notice which was just a double sided A4 page.

Committee Service Outcome:

CESM to bring an item forward to the BFAC meeting regarding options for a reduced Fire Regulation Notice.

7.4 Community Emergency Services Manager

Community Emergency Services Manager Marcus Owen gave a report to the Committee.
Report attached

8. GENERAL BUSINESS

8.1 Restricted Burning Time – Key Triggers to Move Date Forward

One of the regular discussion items amongst FCOs is whether or not to bring Restricted Burning Time (RBT) forward.

We need to look at the bigger picture, as well as locally, when it comes to making the decision as to whether we bring the start date of the RBT forward. Ideally there should be some key triggers in place so that when they are met the RBT is started without delay.

Things to consider;

- The state wide seasonal outlook issued in September by the Bureau of Meteorology; above average/average/below average with regard to temperature/rainfall/fire risk,
- Have our neighbouring Shires brought their dates forward,
- Seek advice from DFES and DP&W

These tools will help us to determine whether the spring that we are experiencing has actually been 'unseasonal' or just feels like it.

It is important to have these tools in place as the first Total Fire Ban of the 2015/16 season caught everyone out; we weren't even in the RBT. In hind sight we should have been.

It is recommended that BFAC elect a sub-committee, comprising of the Chief, Deputy Chief and three other FCOs, to determine measurable key triggers for bringing forward the Restricted Burning.

The final list of Key Triggers is to be adopted and endorsed by 1st September 2016 Once adopted the Chief, Deputy Chief and CESM will use the Key Triggers to determine whether the RBT is to be brought forward on not.

OFFICER RECOMMENDATION & COMMITTEE RECOMMENDATION	ITEM 8.1
MOVED: Lez Baines	SECONDED: Sam Blythe
That BFAC;	
Elect a sub-committee, comprising of the Chief, Deputy Chief and three other FCOs,	
<ol style="list-style-type: none"> 1. Joe Baker 2. Alex Williams 3. Malcolm Hick 	
To determine measurable key triggers for bringing forward the Restricted Burning Time with the goal that the final list of Key Triggers are to be adopted and endorsed by 1 st September 2016. *	
CARRIED: 17/2	

* NOTE: Due to Committee Resolution 8.2 Frequency of BFAC Meetings, the subcommittee will provide a draft document containing the 'key triggers' to the March 2016 BFAC with the final document being presented then adopted by the committee at the June 2016 BFAC.

8.2 Frequency of BFAC Meetings

Including the Pre-Season Briefing BFAC effectively meets five times a year. Does this number of meetings need to be held? Other Shires only meet twice a year.

Options:

- a. 4 BFAC meetings incorporating the Pre-Season Briefing in a BFAC
- b. 3 BFAC meetings plus Pre-Season Briefing
- c. 3 BFAC meetings incorporating the Pre-Season Briefing in a BFAC

OFFICER RECOMMENDATION	ITEM 8.2
MOVED:	SECONDED:
In order to reduce the number of meetings it is recommended that BFAC meet on the first Thursday of the following months;	
June (including AGM), November and March, with the Pre-Season Briefing to be conducted following the November meeting.	
<i>Lapsed for want of a mover and seconder</i>	

Having discussed the three options BFAC determined that the Pre-Season Briefing was not technically a BFAC meeting and therefore moved the below alternative motion.

ALTERNATIVE MOTION & COMMITTEE DECISION

ITEM 8.2

MOVED: Malcom Hick

SECONDED: Ann Howard

In order to reduce the number of meetings it is recommended that BFAC meet on the first Thursday of the following months; June (including AGM), November and March.

CARRIED: 13/6

8.3 Water Bomber Pump Upgrade**COMMITTEE DECISION**

ITEM 8.3

MOVED: Alex Williams

SECONDED: Lez Baines

That before any funds from the Water Corporation's donation, for burning their Zimmerman St reserves, are dispersed to participating brigades, any shortfall of funds in the volunteer initiated airport water bomber facility upgrade project be met.

CARRIED: 18/1

8.4 Shire CEO Letter of Appreciation**COMMITTEE DECISION**

ITEM 8.4

MOVED: Don Atkinson

SECONDED: Alex Williams

That a letter of appreciation be sent to Dale Stewart thanking him for his support of the Shire's Volunteer Bushfire Brigades during his tenure as CEO.

CARRIED: 13/6

9. NEXT MEETING

It is recommended that the next meeting of the Bush Fire Advisory Committee be held at 6.30pm on Thursday 3rd March 2016 at the Shire of Denmark Reception Room.

10. CLOSURE OF MEETING

There being no further business to discuss the Presiding Person closed the meeting at 8:35pm.

The Chief Executive Officer recommends the endorsement of these minutes at the next meeting.

Signed: _____
Kim Dolzadelli – Acting Chief Executive Officer

Date: 15 December 2015

These minutes were confirmed at the meeting of the

Signed: _____

(Presiding Person at the meeting at which the minutes were confirmed.)