

Shire of Denmark



Minutes

BUSH FIRE ADVISORY COMMITTEE

HELD IN COUNCIL'S RECEPTION ROOM,
953 SOUTH COAST HIGHWAY, DENMARK,
THURSDAY, 6th SEPTEMBER 2018,

Contents

		Page No.
	DISCLAIMER	2
1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	3/4
3.	ANNOUNCEMENT BY THE PERSON PRESIDING	4
4.	CONFIRMATION OF MINUTES	4
4.1	BUSH FIRE ADVISORY COMMITTEE MEETING HELD 26 th JUNE 2018	4
5.	OFFICER REPORTS	4-9
5.1	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	4/5
5.2	PARKS AND WILDLIFE SERVICE	5/6
5.3	AUSTRALIAN BLUEGUM PLANTATIONS	6
5.4	CHIEF BUSH FIRE CONTROL OFFICER	6/7
5.5	COMMUNITY EMERGENCY SERVICES MANAGER	7/8/9
5.6	BUSHFIRE RISK PLANNING COORDINATOR	9
6.	GENERAL BUSINESS	9
6.1	FIRE HYDRANT MAINTENANCE	9
6.2	BUSHFIRE READY GROUPS	9
6.3	RISK WORKSHOPS	9
6.4	FIRE MANAGEMENT NOTICE	10
7.	NEXT MEETING	10
8.	CLOSURE OF MEETING	10

DISCLAIMER

These minutes and resolutions are subject to confirmation by the Committee and therefore prior to relying on them, one should refer to the subsequent meeting of the Committee with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Denmark for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Denmark disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Denmark during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Denmark. The Shire of Denmark warns that anyone who has an application lodged with the Shire of Denmark must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Denmark in respect of the application.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Person opened the meeting at 6:35 pm.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MEMBERS: (Voting)

- | | | |
|--------------------------|--------------------|--|
| <input type="checkbox"/> | Cr Mark Allen | Council Delegate / Chairman |
| <input type="checkbox"/> | Cr Roger Seeney | Council Delegate / Somerset Hill Proxy |
| <input type="checkbox"/> | Mr Lez Baines | D.C.B.F.C.O |
| <input type="checkbox"/> | Ms Bronnie Wallace | East Denmark FCO |
| <input type="checkbox"/> | Mr Mike Hills | Harewood FCO |
| <input type="checkbox"/> | Mr Craig Lilley | Kordabup FCO |
| <input type="checkbox"/> | Mr Dan Willans | Mehniup FCO |
| <input type="checkbox"/> | Mr Nigel Marsh | Mt Lindesay Proxy |
| <input type="checkbox"/> | Mr Joe Baker | Ocean Beach FCO |
| <input type="checkbox"/> | Mr Bryce Edwards | Owingup FCO |
| <input type="checkbox"/> | Mr Ivars Sulcs | Peaceful Bay FCO |
| <input type="checkbox"/> | Mr Kevin Hard | Parryville FCO |
| <input type="checkbox"/> | Mr Don Atkinson | Town FCO |
| <input type="checkbox"/> | Mr Lee Shelley | VFRS Captain |
| <input type="checkbox"/> | Mr Carl Wesley | Mt Shadforth FCO |
| <input type="checkbox"/> | Mr Simon Coppock | William Bay FCO |
| <input type="checkbox"/> | Mr Tim Shailes | Carmarthen Proxy |

MEMBERS: (Non-Voting)

- | | | |
|--------------------------|-----------------|-----------------------------|
| <input type="checkbox"/> | Ms Cindy Pearce | DFES Area Officer |
| <input type="checkbox"/> | Mr Robert Lake | DFES District Officer |
| <input type="checkbox"/> | Mr Wes Bailye | DCBA PaWS Fire Coordinator |
| <input type="checkbox"/> | Mr Paul Ashton | ABP Forestry Representative |

STAFF: (Non-Voting)

- | | | |
|--------------------------|-----------------------|--------------------------------------|
| <input type="checkbox"/> | Mrs Charmaine Shelley | Senior Ranger |
| <input type="checkbox"/> | Mr Scott Medhurst | Community Emergency Services Manager |

VISITORS:

- NIL

APOLOGIES:

- | | | |
|--------------------------|----------------------|-------------------|
| <input type="checkbox"/> | Mr Ross McDougall | C.B.F.C.O |
| <input type="checkbox"/> | Mr Alex Williams | Hazelvale FCO |
| <input type="checkbox"/> | Mr Adrian Kranendonk | F.W.O. |
| <input type="checkbox"/> | Mr Craig Hughes | Carmarthen FCO |
| <input type="checkbox"/> | Mr Brian Vigus | Tingledale FCO |
| <input type="checkbox"/> | Mr Callum Baxter | Somerset Hill FCO |

success with this in supporting vulnerable communities. Ongoing support is always available and any requests are welcome.

- *Pre-Season Bushfire Forums will be run in a number of locations during September and early October, by District Officer Emergency Management, Derek Jones. The details for these forums were distributed and further information is available through the Albany Office.*
- *There have been a number of DFES Regional Office staff movements, and the development opportunities for CESM's made available. We appreciate your understanding as people become familiar with new roles.*

5.2 Department of Biodiversity Conservation & Attractions – Parks and Wildlife (DBCA – PaW)

DBCA PaW Fire Coordinator Wes Bailye provided the following report to the committee.

2017/2018 Fire Season

Parks and Wildlife attended nine fires in the Frankland district, five being within the Shire of Denmark.

- Fire 1: Sheepwash - Plane Accident
- Fire: 2 Northumberland – Arson three spots located along Nornalup road
- Fire 3: Soft Beach – Car Fire
- Fire 4: 602 Road – Escape camp fire
- Fire 5: Nut Road – Escape Private Burn

2018-2019 Burn program

25 Prescribed burns proposed in the Frankland district,

Total: 19186ha in the Shire of Denmark

Highlighted in yellow are burns within the shire of Denmark.

FRK_001	Amarillup	30km SE of Rocky Gully	830	Aerial
FRK_009	Nornalup Foreshore	1km N and W of Nornalup	1	Aerial
FRK_020	Pardelup Nature Reserve	22km W of Mt Barker	315	Ground
FRK_029	Mt Clare	5.5km W of Walpole	521	Aerial
FRK_035	Quarram	6.5km E of Kenton Estate	84	Ground
FRK_037	Pardelup	30km W of Mt Barker	3,116	Aerial
FRK_039	William Bay	5km W of Denmark	745	Ground
FRK_041	Mt Leahy	4km N of Denmark	121	Ground
FRK_050	Lochart Thomson	27km NNW of Walpole	6,903	Aerial
FRK_052	Sunny Glen	9kmENE of Denmark	288	Ground
FRK_054	Mt Frankland	8km N of Walpole	6,820	Aerial
FRK_055	Mt Lindesay	11km N of Denmark	4,044	Aerial
FRK_056	Nuyts	3.5km SW of Walpole	4,660	Aerial
FRK_058	Walpole	1km NE of Walpole	820	Aerial
FRK_059	Swarbrick West	4.5km NW of Walpole	762	Ground
FRK_060	Bee Road	4km N of Walpole	134	Ground
FRK_061	Parry Inlet	18km WSW of Denmark	551	Ground
FRK_062	Pingerup	22km NW of Walpole	13,093	Aerial
FRK_062	Styx	17km WNW of Denmark	6,138	Aerial
FRK_063	Trent	13km NE of Walpole	5,756	Aerial
FRK_064	Nut Lookout	4km NW of Peaceful Bay	742	Aerial
FRK_065	Rocky Gully	0km S of Rocky Gully	951	Ground
FRK_066	Dawson	14km NNW of Walpole	1,096	Aerial

FRK_068	Long Rocky Karara	18km SW of Rocky Gully	14,799	Aerial
FRK_069	Mitchell River Road	12km NE of Denmark	718	Ground

Mr Bailye thanked the Denmark Brigades for their continual support and especially in relation to the Nut Road fire in May, stating that he hoped that they could continue to work together in the coming seasons.

5.3 Australian Bluegum Plantations

Forestry representative Paul Ashton provided the following report to the committee.

- There had not been much to report during this period. Business had been operating as per usual, other than a couple of small fires in the Albany area.
- ABP are looking at options for a second truck in the area. Currently there is two options a refurbished one or a new one. We are hopeful of the second option being the preferred.

5.4 Chief Bush Fire Control Officer

Deputy Chief Bush Fire Control Officer Lez Baines provided the following report to the Committee.

“Since the last BFAC meeting only minor incidents have occurred, We had 2 structural fire call outs which were both precautionary calls and upon inspection no further action was required.

Last month the Shire hosted a training exercise organised by Albany DFES, this took place on a Wednesday in the Shire ISG room. This day was valuable to myself and the Chief FCO Ross Mcdougall as it highlighted how the Shire could give us better assistance when we have either multiple incidents or major assets at risk.

This exercise then continued on the following Friday when it was escalated to a Level 2 Incident which was then run by DFES still within the shire offices. We now had IC, Deputy IC, Ops, Deputy Ops, Mapping, Logistics, Planning, Air Ops, everybody and his dog. As the day went on the incident continued to escalate to a Level 3.

Once again it was a learning exercise for myself as I have always being active on the ground at these levels of incidents, not in a management role. Between Ross, myself and the Shire we are going to come up with some suggested trigger points where we may want to consider opening the Shire ISG room in order to better support the volunteers on the ground.

We will also conduct another exercise with the Shire ISG to try and improve what is being put in place.

Several Brigades who are training hard, getting ready for the coming fire season which is great. Thank you for your efforts.

October 1st is when Permits are required to burn standing bush. It is proposed that a General Broadcast plus a call to Ross or myself be made by the FCO issuing the permit.

Radio Schedule will begin on Monday 29th October, once again thanks to Bell Road Base for taking on this job once again.

Finally, please could Brigades ensure that the CESM Scott Medhurst is updated on the equipment you have in your sheds as Scott is required to have an accurate list of assets and their values to ensure insurance coverage.”

Action Item 5.4

- *That FCOs use the Prescription guidelines for burning on private property sheet prior to all burns being conducted by brigades and as a tool to assess Permits for burning standing bush. This will be emailed out to all FCO's by the CESH it is also available on the Shires website.*

5.5 Community Emergency Services Manager

Community Emergency Services Manager Scott Medhurst provided the following report to the Committee;

“Prevention

- *Mitigation works for 2018/2019 are in the process of being organised, This will include mechanical clearing, spraying and a number of prescription burns by Shire brigades and Parks and Wildlife.*
- *Shire of Denmark Bushfire Risk Management Plan ongoing – Mel Haymont is putting in some excellent work in this field and will report on it.*

Community Engagement

- *There has been a lot of interest in Bush Fire ready post the recent fires. There has been some commendable work done by Charlotte Powis, Carl Wesley, Mark Adams and John Maxwell in helping Peaceful Bay establish a bushfire ready group.*
- *There is a bushfire ready meet organised in Springdale Heights it will be a BBQ and site visit which I will be attending, Thanks to Bronnie and East Denmark BFB for the invite.*
- *Nornalup have a Residents and Ratepayers Community Bushfire meeting coming up in October which the shire and other stakeholders will be involved in.*
- *DFES Community Engagement Officer Charlotte Powis, Mel Haymont and myself are assisting Volunteers in coordinating some engagement activities in around making the CRC a bushfire hub and having a series of workshops to support the community in the Prevention and Preparedness areas.*

Fire Management Notice 2018/19

- *Finalised and presented to council and consequently accepted. There is a few phone numbers and spelling errors to be changed prior to printing and distribution.*

Preparedness

- *State wide Bushfire Exercise Praetorian – Thank you to all that gave your time to be part of this exercise it is recognised that a few of you were roped into jobs unexpectedly and you performed them without fault so well done. The exercise went well and there was some key learnings for us to all take away from it. There has been an informal debrief with some in house changes identified and the formal debrief with DFES is expected to take place sometime in September.*
- *Vehicle servicing has commenced for the upcoming season. It is being carried out and managed by the shire workshops.*

Training

- *The training calendar is coming to an end for the traditional training season with the only major change being the FCO course moved to the 5th of October due to the assessor having surgery on the original date. This was completed in consultation with members that were registered for the course.*
- *We have the opportunity to run some courses through the traditional non training period (Bush Fire Season). This is a great opportunity to offer more training and*

one of the few regions it is supported in. So we will endeavour to get some more course availability during that period.

- The uptake of eAcademy is still slow in the area but the academy staff are working very hard to make a more user friendly experience. As of the first of September the prerequisites are changing to make the bushfire pathways more accessible. With the view of returning to modules in the future. Please encourage members to and register for eAcademy and check their pathway for courses available to them. I am happy to arrange an eAcademy sign on night at the shire office with several laptops and helpers if that is something that may be supported and gain more interest.
- I am happy to field enquiries about eAcademy it is very important that we get our members skills and qualifications recognised and open up their opportunities to further training.
- A Provide first aid course has been booked for brigade members at the Denmark sub centre in October. All FCOs have been informed of the course. A discounted price was negotiated so please make sure we get some nominations as a full course would be great so that we get First aiders out there and get the discount next time.
- There will be some opportunities to assist with upcoming training if you are interested or have Trainer Assessors within your group please get them to contact me.

PPC/PPE

- A large order of PPE has been placed which I am waiting for the final deliveries, It will then be distributed as per outstanding PPE orders that have been received over the last 6 months. I apologise for the delays but it was beyond my control. Should any orders be outstanding towards the middle of November please let me know. Please remember that all PPE orders must be submitted via the order form and approved by Captain or FCO.

Response

- A few small incidents that have been well attended with good information sharing and backup provided at times from the Volunteer Fire and Rescue Service inter-service collaboration is such an important part of what we do so it's great to see. Thank you for submitting your fire reports in a timely manner.

Recovery

- There is an evacuation/recovery exercise coming up in October being run by the Department of Communities. Information is limited at this time but it will be a good opportunity for some learning experiences in this space.

OTHER

- Jean Marc Merat has resigned from the bushfire service and Nornalup BFB. This leaves Nornalup without an FCO and captain. Lee Cummuskey is acting in this role with a Special General Meeting to be held in mid-September to elect a new FCO/Captain. Once completed a motion will need to go to council to appoint the new FCO.
- Equipment lists – I know some work may have been done in this space prior to my time. If you have already completed equipment lists could you please forward them to me again and if you have not could you please ensure it is done ASAP. I know this is a further impost on volunteers however it has the possibility to save you without being with equipment in the future. I suggest big ticket items are photographed and serial numbers recorded. I am happy to put a template together if people need one.
- I would personally like to thank those that have made me feel welcome in my short time in the position. I know my list of people to catch up with grows daily and it is making my schedule tight at times but I really do appreciate the level of communication and acceptance that has come my way since starting and hope that it continues for my time in the position. Please don't be shy if I turn up at an incident

I am just there to offer assistance and meet as many of the crews as possible. My door is genuinely always open and I will endeavour to make time to see you if you would like to catch up. This being said I look forward to the future and building great working relationships in what is an exciting time for fire and emergency management within the Shire of Denmark.”

5.6 Bushfire Risk Planning Coordinator

Bushfire Risk Planning Coordinator Melanie Haymont was an apology for the meeting and no report was provided.

6. GENERAL BUSINESS

6.1 Mr Joe Baker – Ocean Beach Hydrants

Mr Baker advised that for some time the Ocean Beach BFB have maintained the hydrants around the Ocean Beach area at a cost to the brigade. This included the spraying of weeds and general clearing and restoration around hydrants. Mr Baker would like the Shire to take on the spraying of weeds/grass at hydrants as the brigade does not have access to the do not spray register.

General discussion ensued about the requirement of the BFB to conduct this activity and it was advised that this was normally a Volunteer Fire and Rescue activity however an MOU between Ocean Beach BFB and Denmark VFRS existed for them complete hydrant maintenance within the Ocean Beach area. However any repairs would still be conducted by the Water Corporation.

Action Item 6.1

- *That the CESM has discussions with the Shire to create a plan to slash/spray reticulated hydrant locations as required so brigades can conduct hydrant maintenance without impingement.*

6.2 Mr Carl Wesley – Bush Fire Ready (BFR)

Mr Wesley spoke about the importance of bush fire ready and the efforts that are being put in by the volunteers, the Shire and DFES. He also advised that the program is in its infancy locally but growing rapidly and requested the support of FCOs and brigades in growing BFR in the area. General discussion about FCOs having a meeting took place and it was decided to discuss further out of session.

6.3 Cr Roger Seeney - Risk Workshops

Cr Seeney advised of the Risk Management workshops that had been undertaken by the Local Emergency Management Committee (LEMC), he advised that a collated report would be available after the next LEMC meeting and he would provide a report to BFAC

6.4 Mr Mike Hills – Fire Management Notice (FMN)

Mr Hills spoke to the importance of sending out the FMN out ASAP so it is received prior the 1st of October. There was also discussion around how to ensure wider distribution of the FMN encapsulating rental occupants and short term stay properties. The Committee took this on notice to be discussed further as it cannot be resolved prior to this years distribution.

Action Item 6.4

- *That the CESM include the item on a future Agenda for further discussion.*

7. NEXT MEETING

It is recommended that the next meeting of the Bush Fire Advisory Committee be held on Tuesday 11th December 2018 at the Shire of Denmark Reception Room that will commence at 6.30pm.

8. CLOSURE OF MEETING

There being no further business to discuss the Presiding Person closed the meeting at 7:45 pm.

These minutes were confirmed at the meeting of the _____

Signed: _____

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