

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 MARCH 2016, COMMENCING 6.30PM.

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Council Committee Meeting

3 March 2016

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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"/> | Mr Chris Hoare | East Denmark FCO |
| <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"/> | Mr Jean-Marc Merat | Nornalup FCO |
| <input type="checkbox"/> | Mr Callum Baxter | Somerset Hill FCO |
| <input type="checkbox"/> | Mr Adrian Kranendonk | F.W.O. |
| <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 John Tonkin | DFES Area Officer |
|--------------------------|----------------|-------------------|

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"/> | Mrs Gail Guthrie | Mehniup BFB |
| <input type="checkbox"/> | Mr Bill Plyley | Ocean Beach BFB |
| <input type="checkbox"/> | Mr David Keels | Kordabup/Owingup BFB |

APOLOGIES:

- | | | |
|--------------------------|----------------|-----------------------|
| <input type="checkbox"/> | Mr Ivars Sulcs | Peaceful Bay FCO |
| <input type="checkbox"/> | Mr Wes Bailye | DPaW Fire Coordinator |

ABSENT:

- | | | |
|--------------------------|----------------|--------------------------|
| <input type="checkbox"/> | Mr Paul Ashton | Integrated Tree Cropping |
|--------------------------|----------------|--------------------------|

DECLARATIONS 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.

On Behalf of the Shire President and Council I would like to thank all brigades for their efforts so far this season, once again exceptional response times and very positive outcomes.

I would also like to express gratitude to all brigade members that have attended fires at Two Peoples Bay and the Harvey Waroona Fires, a number of you did a double shift on these fires a great effort. Thank you it does not go unnoticed.

Thanks also to Boston Brewery and the team that put together the Blaze Aid an event which raised \$6300.00 a good afternoon's entertainment with the proceeds going to help the Waroona fire victims.

*Thank you All
Cr Roger Seeney*

4. PUBLIC QUESTION TIME

Gail Guthrie informed the committee of their intension to conduct the hazard reduction burn on their Nornalup property commencing 9th March and requested additional appliances to attend.

With regard to the Pit Road fire Gail commented that not enough information was given in regard to truck and crew requirements, when they were needed and when they could be stood down.

5. CONFIRMATION OF MINUTES

5.1 Committee Meeting Minutes

OFFICER RECOMMENDATION & COMMITTEE RESOLUTION	ITEM 5.1
Moved: Alex Williams	Seconded: Joe Baker
That the minutes of the Bush Fire Advisory Committee Meeting held on the 3 rd December 2015, be confirmed as a true and correct record of the proceedings.	
Carried: 22/0	

5.2 Matters Arising From Minutes

5.2.1 Command Vehicle

The following Committee recommendation has not as yet gone to Council.

ALTERNATIVE MOTION & COMMITTEE RESOLUTION

MOVED: Alex Williams

SECONDED: Sam Blythe

That with respect to a Bush Fire Command Vehicle, BFAC recommend to council:

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.

This recommendation will be referred to the 22 March 2016 Council meeting.

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

The Department of Fire & Emergency Services has produced 3 Safety Circulars in relation to the safe storage/use/handling of jerry cans. The need to 'reinvent the wheel' and rewrite these documents is not there, these documents could be left alone and adopted as SOPs by BFAC.

OFFICER RECOMMENDATION

MOVED: Malcolm Hick

ITEM 5.2.2

SECONDED: Brian Vigus

That BFAC recommends to Council that it adopt the following Safety Circulars;

1. Safety Circular 01-2015 Refuelling Static Motors at Incidents,
2. Safety Circular 04-2015 Removal of Jerry Cans from Light Tankers During Bushfire Incidents and
3. Safety Circular 11-2015 Jerry Can Stowage on Light Tankers.

As Standard Operating Procedures for the Shire of Denmark Bushfire Brigades.

MOTION REJECTED: 0/22

Alternative motion

COMMITTEE RESOLUTION

MOVED: Alex Williams

ITEM 5.2.2

SECONDED: Joan Merrifield

That BFAC recommends the Officer Recommendation be referred to the SOP subcommittee where the subcommittee will draft an SOP which is to be presented at the next BFAC meeting.

CARRIED: 22/0

5.2.3 Restricted Burning Time – Key Triggers to Move Date Forward

Restricted and Prohibited Burning Times

At the December 2015 BFAC meeting a sub-committee was formed to consider and make recommendations to BFAC about the appropriateness of the current dates set for the start and finish of the Restricted Burning Periods (RBP) and the key triggers that might be available to assist with any decision to alter these dates.

The sub-committee met on Tuesday 16 February and was assisted by CESM Marcus Owen and DPaW Wes Bailye.

The sub-committee considered the key triggers that should be used to assist in any determination to alter the dates of the RBP and determined that the following factors were helpful in any assessment:

- Southern Australia Seasonal Bushfire Outlook, released by the Bushfire and Natural Hazards Cooperative Research Centre in September each year
- Soil Dryness Index (Ground Moisture) maintained by the Bureau of Meteorology
- Advice from DPaW and DFES
- Local observations and experience

The sub-committee suggests that the sub-committee be used as a resource to assist the Shire and Chief to consider any alterations of dates from time to time.

The sub-committee also considered the appropriateness of the existing times that are currently applied to the RBP. The sub-committee recommend that the following dates be adopted commencing with the 2016/2017 bush fire season:

- Restricted Burning Period be altered to:
 - i. 1 November to 15 December
 - ii. 1 March to 30 April
- Prohibited Burning Period be altered to:
16 December to Last day of February

The sub-committee has recommended these changes because of the following factors:

- The existing dates have been in place for quite some time and have not been reviewed recently in light of reduced annual rainfall.
- The dates are easier to remember with most being aligned with the start and finish of the relevant month.
- Residents and occupiers can still burn with a permit during the Restricted Period but the permit process will reinforce the requirement to have appropriate resources on hand and allows the BFS to manage the number and nature of burns.
- Bringing forward the commencement of the Prohibited Burning Period provides a more appropriate buffer prior to the Christmas holiday period.

OFFICER RECOMMENDATION & COMMITTEE RESOLUTION

ITEM 5.2.3

MOVED: Callum Baxter

SECONDED: Lez Baines

That BFAC recommends that, from the 2016/2017 bush fire season, Council adopt the following dates for the Restricted and Prohibited Burning Periods be applied and subsequently gazetted:

- Restricted Burning Period:
 - 1 November to 15 December
 - 1 March to 30 April
- Prohibited Burning Period:
 - 16 December to Last day of February

CARRIED: 16/6

Mr Sid Marshall and Mr Adrian Kranendonk asked that their vote against the motion be noted in the minutes.

5.2.4 Water Bomber Pump Upgrade

At the previous BFAC meeting the following motion was moved,

COMMITTEE DECISION

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

The CESM has spoken with the Project Manager Mr Chris Hoare and was informed that there is no funding shortfall and that the project is now fully funded.

The committee now need to make a decision on where the donation from the Water Corp, \$600, it be dispersed to participating brigades or towards funding the Command/Support vehicle.

OFFICER RECOMMENDATION & COMMITTEE RESOLUTION	ITEM 5.2.4
<i>MOVED: Lez Baines</i>	<i>SECONDED: Jean Marc Merat</i>
<i>That the funds from the Water Corporation's donation, for burning their Zimmerman St reserves, are paid into the Command/Support Vehicle fund.</i>	
<i>CARRIED: 22/0</i>	

6. TABLED ITEMS

Nil

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

No report

7.3 Chief Bush Fire Control Officer

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

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 Fire Regulation Notice

In his report to BFAC at the last meeting, the Chief spoke about the size and complexity of the current Fire Regulation Notice (FRN).

The Chief and Deputy have started reviewing the FRN with a view to simplifying and decreasing the size of the document. See attached.

The aim is to produce a document that contains the relevant information that everyone requires with links to the Shire website to the more concise & specific information.

On completion of the draft document it will need to be presented to Council for adoption/endorsement.

The aim is to have this finalised and in place for the 2017/18 Fire Season.

COMMITTEE RESOLUTION

ITEM 8.1

MOVED: Roger Seeney

SECONDED: Chris Hoare

That the 2016/17 Fire Regulation Notice be prepared and printed and distributed with the Rates Notice.

CARRIED: 22/0

Committee Service Outcome

CESM to make sure Mehniup FCOs phone number is correct.

8.2 Firefighting Equipment on Private Property

In recent times it has become evident that property owners have been noncompliant, with point 7 on a permit to burn, by having insufficient or even no water on hand when carrying out burns;

Sufficient water and equipment must be on hand to completely extinguish and / or prevent the spread of the fire.

As written on the reverse of the permit, the permit holder must comply with the conditions set on the permit.

Points for consideration (but not limited to);

1. In the Fire Regulation Notice it is to be stipulated what 'Sufficient water' is; determined by per property size and/or zoning.

e.g. Residential 0.25ha or less – garden hoses - provided they can cover the whole of the block or

Rural Land – a mobile firefighting unit (tray or trailer mounted) comprising of a tank with a minimum capacity of 400L, fitted with 20m of 19mm firefighting hose and a pump capable of delivering water through and adjustable nozzle in the spray (fog) and jet configurations.

2. When the permit is written the FCO stipulates on the permit what 'Sufficient' water is.

8.3 William Bay Truck

Lights and sirens not working – CESM to follow up with Nurrunga Comms.

8.4 East Denmark Appliances

On both appliances you need to turn the emergency lights off to be able to use the radio due to excessive static.

CESM to follow up with DFES while the 2.4 is currently undergoing its crew protection fit out in Perth.

8.5 Volunteer Insurance Cover

Adrian Kranendonk informed the committee of his disappointment at slowness of the progression of his insurance claim and how much he was out of pocket and to date the lack of reimbursement.

Adrian did state that his complaint was directed at LGIS and not the Shire of Denmark.

9. NEXT MEETING

It is recommended that the next meeting of the Bush Fire Advisory Committee be held at 6.30pm on Thursday 2nd June 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 8:45pm.

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

Signed: _____
Cliff Frewing –Chief Executive Officer

Date: 8 April 2016

These minutes were confirmed at the meeting of the

Signed: _____

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