

Shire of Denmark

Minutes



BUSH FIRE ADVISORY COMMITTEE

BUSH FIRE ADVISORY COMMITTEE TO BE HELD IN COUNCIL'S RECEPTION ROOM, 953 SOUTH COAST HIGHWAY, DENMARK, THURSDAY, 2nd JUNE 2016, COMMENCING 6.30PM.

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TERMS OF REFERENCE

To recommend and regularly review Council's Policies relating to delivery of fire prevention. Preparedness, response and recovery.

To provide support and guidance to all Bush Fire Brigades within the Shire of Denmark and to assist those Brigades to fulfil their objectives.

To establish and maintain an operational command and control structure by developing procedures to enhance the ability of the Brigades to carry out operations, activities and training efficiently and effectively.

To ensure co-operation and co-ordination between all Fire Brigades within the Shire of Denmark and between all other Fire Brigades and stakeholders in their efforts and activities.

To advise Council regarding all matters relating to prosecutions for breaches of the Bush Fires Act 1954.

To advise Regional Officers in the area and any other relevant person or organization on matters referred to the committee.

To report to Council on matters referred to the committee by Council.

To perform any other function assigned to the committee under section 67 of the Bush Fires Act, regulations or Council policy.

VISION

Our vision is to make the Shire of Denmark a safe community by managing the risk of fire through the delivery and implementation of fire prevention, preparedness, response and recovery strategies.

QUESTION TIME FOR THE PUBLIC

In accordance with Section 5.24 of the Local Government Act 1995, Council conducts a public question time at the commencement of every ordinary meeting, every special meeting and every meeting of a Committee to which Council has delegated a power or duty.

The procedure for public question time is as follows:

A minimum time of 15 minutes is allocated for public question time. Council does not set a maximum time, however to enable all speakers to address Council or ask questions Council does restrict each speaker to 5 minutes. A buzzer will sound at 4 minutes to indicate to the speaker that they have one minute to conclude their address.

A member of the public who raises a question or wishes to address Council is to state his/her name and address.

A question may be taken on notice for later response.

When a question is taken on notice a response is to be given to the member of the public in writing by the CEO and a copy is to be included in the agenda for the next ordinary meeting.

Every question and every address shall relate to the business of Council and be submitted as briefly and concisely as possible. If more than one question/issue is to be raised by a member of the public, the questions/issues are to be asked individually to allow the presiding person to respond.

In responding to issues/questions raised the presiding person may invite other Councillors and the CEO to make comment.

PLEASE NOTE:

Questions are not restricted to items on the Agenda, any matter that relates to the business of Council may be raised.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Person opened the meeting at 7.17 pm.

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

- | | | |
|--------------------------|-----------------------|-----------------------------------|
| <input type="checkbox"/> | Mr Ross McDougall | C.B.F.C.O (subject to AGM) |
| <input type="checkbox"/> | Mr Lez Baines | D.C.B.F.C.O (subject to AGM) |
| <input type="checkbox"/> | Cr Roger Seeney | Council Representative / Chairman |
| <input type="checkbox"/> | Mr Patrick McConigely | East Denmark Proxy |
| <input type="checkbox"/> | Mr Mike Hills | Harewood FCO (subject to AGM) |
| <input type="checkbox"/> | Mr Bruce Pringle | Kordabup FCO (subject to AGM) |
| <input type="checkbox"/> | Mr Malcolm Hick | Mt Lindesay FCO (subject to AGM) |
| <input type="checkbox"/> | Mr Peter Mildwaters | Mt Shadforth FCO (subject to AGM) |
| <input type="checkbox"/> | Mr Joe Baker | Ocean Beach FCO (subject to AGM) |
| <input type="checkbox"/> | Mr Sid Marshall | Scotsdale FCO (subject to AGM) |
| <input type="checkbox"/> | Ms Joan Merrifield | William Bay FCO (subject to AGM) |
| <input type="checkbox"/> | Ms Ann Howard | Parryville Proxy |
| <input type="checkbox"/> | Mr Don Atkinson | Town FCO (subject to AGM) |
| <input type="checkbox"/> | Mr Gary Stanway | VFRS Captain (subject to AGM) |
| <input type="checkbox"/> | Mr Adrian Kranendonk | F.W.O. (subject to AGM) |
| <input type="checkbox"/> | Mr Jean-Marc Merat | Nornalup FCO (subject to AGM) |
| <input type="checkbox"/> | Mr Craig Hughes | Carmarthen Proxy |

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 |
| <input type="checkbox"/> | Mrs Charmaine Shelley | Ranger |

ATTENDEES: (Non-Voting)

Mr Brian Humphries

APOLOGIES:

- | | | |
|--------------------------|------------------|-----------------------|
| <input type="checkbox"/> | Mr Chris Hoare | East Denmark FCO |
| <input type="checkbox"/> | Ms Sam Blythe | Owingup FCO |
| <input type="checkbox"/> | Mr Colin Tindale | Mehniup FCO |
| <input type="checkbox"/> | Mr Alex Williams | Hazelvale FCO |
| <input type="checkbox"/> | Mr Callum Baxter | Somerset Hill FCO |
| <input type="checkbox"/> | Mr Ivars Sulcs | Peaceful Bay FCO |
| <input type="checkbox"/> | Mr Brian Vigus | Tingledale FCO |
| <input type="checkbox"/> | Mr Wes Bailey | DPaW Fire Coordinator |

ABSENT: Nil

DECLARATIONS OF INTEREST: Nil

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.

4. PUBLIC QUESTION TIME

Mr Brian Humphries gave present in regards to his tabled items, the Fire Regulation Notice and fire fuel reduction on large rural lots that are close to residential areas with a particular focus on Weedon Hill.

5. CONFIRMATION OF MINUTES

5.1 Committee Meeting Minutes

OFFICER RECOMMENDATION & COMMITTEE DECISION	ITEM 5.1
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Moved: Adrian Kranendonk	Seconded: Bruce Pringle
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That the minutes of the Bush Fire Advisory Committee Meeting held on the 3rd March 2016, be confirmed as a true and correct record of the proceedings.

Carried: Unanimously

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 has not yet been to Council, the Chief was asked to provide a supporting document and justification to accompany the report to Council. See attached.

It is expected to have this presented at the next Council meeting.

5.2.2 Draft 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 CESM is of the opinion need to 'reinvent the wheel' and rewrite these documents is not there, these documents could be left alone and adopted as SOPs by BFAC.

When the matter was last considered at the 3 March 2016 BFAC meeting the following officer recommendation was rejected by the committee:

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

An alternative motion was put to the committee;

COMMITTEE RESOLUTION ITEM 5.2.2
MOVED: Alex Williams

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

Update on Jerry Can SOP:

The SOP is not yet complete; on completion it will be distributed to the SOP subcommittee for approval before being presented to BFAC and finally Council for adoption and distributed to brigades.

5.2.3 Fire Regulation Notice

At its last meeting BFAC moved the following motion:

COMMITTEE RESOLUTION
MOVED: Roger Seeney

ITEM 8.1
SECONDED: Chris Hoare

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

CARRIED: 22/0

No major changes are required for the 2016/17 FRN, other than inserting revised 2016/17 dates and contact details of the new FCOs.

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

DPaW Fire Coordinator Wes Bailye will provide a report to the Committee.
No report provided.

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 Management of Townsite Unallocated Crown Land (UCL)

UCL within the townsite of Denmark comes under the management of DFES who rely on funding allocations from Department of Lands to allow mitigation work to be carried out.

Of the total sum that was requested, by the DFES Great Southern Office for all Local Governments under their care, only 50% was received.

The Shire received an allocation of \$4,000. This money was spent on parkland clearing a gazetted, but not yet developed, road reserve to the rear of properties on Chiltern and Minsterly Rds. in Ocean Beach.

DFES Great Southern has already submitted a request for funding for the 2016/17 year; Denmark is requesting \$12,000.

At a Public Question Time session at a Council meeting earlier in the year Mr Brian Humphries raised some issues in regard to fire risk relating to Unallocated Crown Land (UCL) which is not currently managed from a fire perspective in the Ocean Beach area.

Mr Humphries house backs onto one of these parcels of UCL and has taken it upon himself to manage the land by maintaining it in a fuel reduced state; some of his neighbours have done the same.

Mr Humphries suggested that landowners adjacent to these parcels of UCL could enter into a lease agreement with the Department of Lands so that the landowners could take necessary measures to mitigate the fire risk posed by this land.

The lease agreement would be between the Landowner and Department of Lands.

There is some merit in this suggestion however not all landowners may want to come on-board.

By utilising the funds made available through DFES contractors can be engaged to conduct mechanical fuel reduction work, in those places where burning is not an option, and firebreak clearing where burning can be carried out.

UCL mitigation work progress to date;

- Road reserve to the rear of properties on Chiltern and Minsterly Rds. in Ocean Beach.
- Road reserve off Marlow Rd and to the rear of properties on Minsterly Rd.
- Road reserve off Ocean Beach Rd and to the rear of properties on Cotswold Dr.

These works address all of the urban UCL areas that Mr Humphries has raised.

Over the coming years, as funding allows, a systematic approach will be taken to address the parcels of UCL within the townsite.

In closing the CESM is not supportive of the concept of leasing penny packets of residential UCL which usually has been set aside for usage as future road reserves when the area is deep sewered and eventually rezoned for further subdivision for the following reasons:

- 1) It is potentially forcing an unwelcome extra task on adjoining property owners who have chosen to live in residential because they expect Council to "fix" these types of problems and are rated accordingly.
- 2) The setting up of the leases would cause Council considerable costs in administrative time.
- 3) The leases would fragment the management of the land. Currently Council's rangers only have to deal with one property owner the Department of Lands. If the land if leased to adjoin property owners Council's rangers will be dealing 200 plus property owners.
- 4) The system would require a 100% take up rate to be successful.

OFFICER RECOMMENDATION & COMMITTEE DECISION

ITEM 8.1

Moved: Mike Hills

Seconded: Joe Baker

That BFAC recommends to Council that it not proceed with Mr Brian Humphries proposal of peppercorn leasing Unallocated Crown Land (UCL) to adjoining private land holders in residential areas for the following reasons:

- 1) It will potentially force an unwelcome extra task onto adjoining property owners who have chosen to live in residential because they expect Council to "fix" these types of problems and are rated accordingly.
- 2) The setting up of the leases would cause Council considerable costs in administrative time.
- 3) The leases would fragment the management of the land. Currently Council's rangers only have to deal with one property owner the Depart of Lands. If the land if leased to adjoining property owners Council's rangers would need to be dealing and additional 200 plus property lessees.
- 4) The system would require a 100% take up rate to be successful.

Carried: Unanimously

8.2 Fire Regulation Notice (FRN) Review

At a Public Question Time session at a Council meeting earlier in the year Mr Brian Humphries pointed out some irregularities within the FRN, in particular issues with the regulations with regard to the different zoning.

An example given was 'Tourist' The Cove on Weedon Hill. 'Tourist' zoning is not covered in the FRN.

In response to Brian's concerns at the Ordinary Meeting of Council on 3rd May 2016 Cr Bartlett tabled the following motion;

COUNCIL RESOLUTION & CR BARTLETT'S NOTICE OF MOTION *ITEM 7.1*
MOVED: CR BARTLETT *SECONDED: CR WHOOLEY*

That the Administration prepare a report on the following proposal for consideration at the first Council meeting in August 2016:

As the start of a process to ensure our fire regulations better address our problem areas I request that with regard to page 9 of the current fire regulation notice, section 6c that the words

"may be requiredthe satisfaction of the Shire's Fire Services",

be removed and replaced with a definitive statement such as

"are now required to perform a mosaic fuel reduction process to achieve a maximum fuel load of 8 tonnes per hectare by rotation every 5 years."

CARRIED UNANIMOUSLY: 8/0

Res: 050516

These are a couple of examples that need to be addressed during the review process.

These items are as follows:

- 1) Increase fire fuel reduction distances around communication towers eg: NBN and mobile towers.
- 2) Changing the 40 hectare of bush limitation in areas of rural land to include contiguous bush on adjoin lots as currently two or more contiguous <39 hectare less portions of bush do not require a fire break.
- 3) Requiring perimeter fire breaks around areas of bush on rural land.
- 4) The incremental introduction of cyclic fire fuel reduction on larger portions of land that are close to residential areas (Regulation 6c).

Cr Bartlett has raised a valid point in that there does need to be a more definitive statement for Regulation 6c, however it is felt, as BFAC has previously discussed, BFAC needs to give enough time so that 'we get it right'.

Cr Bartlett requests a report be delivered to Council at the first Council meeting in August.

In response to this request it is proposed that the Director of Community and Regulatory Services, the Chief, Senior Ranger and CESM draw up a plan outlining the step by step approach to the review of the FRN including consultation with Shire staff, BFAC, Council, affected landowners and relevant stakeholders. We also need to be conscious effort to keep the affected landowners and the wider community informed as to what is being proposed and how this will affect them.

It is the CESM's opinion that a staged approach is preferable particularly in terms of larger portions of land that are close to residential areas as the many of our brigades turnouts are to escaped private burns during permit season and sudden change to the regulations may lead to compliance difficulties and an increase in the number of escaped burns.

OFFICER RECOMMENDATION & COMMITTEE DECISION		ITEM 8.2.1a
Moved:	Mike Hills	Seconded: Bruce Pringle
1.	That BFAC form a Fire Regulation Notice (FRN) review committee to assist the CESM in that process.	
	Committee members;	
	<ul style="list-style-type: none"> • CESM • Chief • Senior Ranger • Joe Baker • Mike Hills 	
2.	That BFAC support the presentation of an initial step by step plan to Council explaining the processes/procedures being undertaken in the review.	
Carried:	Unanimously	

COMMITTEE DECISION		ITEM 8.2.1b
Moved:	Mike Hills	Seconded: Bruce Pringle
	That BFAC recommends to Council it ask the Director of Community and Regulatory Services to seek Royalties for Regions (R4R) or other grant moneys to assist with fire fuel reduction on properties adjoining the Weedon Hill area on the basis that adequate fire buffers were not incorporated when the land was rezoned by the Planning Commission when it was developed around 50 years ago.	
Carried:	Unanimously	

9. NEXT MEETING

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

10. CLOSURE OF MEETING –

There being no further business to discuss the Presiding Person closed the meeting at 8.40pm.

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

Signed: _____

Cliff Frewing – Chief Executive Officer

Date: 9th June 2016

These minutes were confirmed at the meeting of the

Signed: _____

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