

Bush Fire Advisory Committee

MINUTES

Section 67 of the Bush Fires Act 1954

Tuesday 5 November 2019

Committee Brief:

To provide advice to the local government on matters pertaining to obligations contained within the Bush Fires Act, organising, managing, resourcing and training volunteer bush fire brigades.

BFAC Membership Composition

Council Representation Primary	Councillor Rayner Councillor Bell
Council Representation Deputy	Councillor Ruthven Councillor Chitty
Chief Bush Fire Control Officer or his Deputy / Deputies	Chief Bush Fire Control Officer Deputy Bush Fire Control Officer (DBFCO) 1 Deputy Bush Fire Control Officer (DBFCO) 2
Captain (or their representative) from Brigades	Bejoording Morangup Coondle-Nunile Julimar Toodyay Central
Supporting Officers or representative	Toodyay Volunteer Fire & Rescue Chief Executive Officer Shire of Toodyay Community Emergency Services Manager Department of Parks & Wildlife Department of Fire & Emergency Services (DFES)

Distribution

These minutes of meeting were approved for distribution on 25 November 2019.



Stan Scott
CHIEF EXECUTIVE OFFICER

Please Note: These Minutes will remain "Unconfirmed" until the next Bush Fire Advisory Committee Meeting, where the Minutes will be tabled and confirmed subject to any amendments made by the Committee.

The "Confirmed" Minutes are then signed off by the Chairperson.

Attachments that formed part of the Agenda, in addition to those tabled at the Meeting are incorporated into a separate attachment to these Minutes.

Confirmation

These minutes of meeting were confirmed at a meeting held on 14 February 2020

Signed: 

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

Shire of Toodyay

MINUTES

1. OPENING PROCEDURES

The meeting was declared open at 6.03pm by the CESM.

1.1 Announcement of Visitors

Nil

1.2 Record of Attendance and Apologies

Members

Cr B Rayner	Council Member
Mr R Koch	CESM / DBFCO 2
Mr B Rigby	Bejoording Brigade Representative <i>(entered mtg @ 6:09pm)</i>
Mr J Venn	Morangup Brigade Representative
Mr N Griggs	Coondle-Nunile Representative
Mr H Bohlen	Julimar Brigade Representative
Mr M McKeown	Toodyay Central Bush Fire Brigade Representative
Mr I McGregor	Toodyay Volunteer Fire & Rescue Representative
Mr S Scott	Chief Executive Officer Shire of Toodyay

Staff

Mr J Hansen	BFMPC
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Apologies

C. Stewart CBFCO
R. Hunter DCBFCO1
Cr Bell
A/DO Avon J. Corrigan
DO Avon P. Hay

Visitors

Nil

2. ELECTION OF CHAIRPERSON

2.1 Election of Presiding Member - BFAC

Date of Report:	4 November 2019
File Reference:	FIR3
Attachments:	Nil

PURPOSE

To elect the position of Presiding Member of the Committee and if the Committee so chooses, a Deputy Presiding Member.

BACKGROUND

At a Special Council Meeting held on 29 October 2019, Council appointed Cr Rayner and Cr Bell as Primary Members of the BFAC. At that meeting Council also appointed Cr Ruthven and Cr Chitty as Deputy Members of the BFAC.

OFFICER COMMENT

The CEO or Community Emergency Services Manager will preside over the meeting until the election of the Presiding Member has been completed.

If there is more than one nomination for either position, then members are to vote on the matter by secret ballot as if they were electors voting at an election.

DECLARATION 1 – BFAC PRESIDING MEMBER

The Bush Fire Advisory Committee Elects Cr Rayner as Presiding Member.

DECLARATION 2 – BFAC DEPUTY PRESIDING MEMBER

The Bush Fire Advisory Committee elected to nominate a Deputy Presiding Member if and when the Presiding Member is not available.

3. TABLING OF MINUTES AND STATUS REPORT

3.1 Minutes of Meeting held on 6 August 2019

OFFICER'S RECOMMENDATION/BFAC RESOLUTION NO. 07/11/19

MOVED R Koch

SECONDED N Griggs

That the Unconfirmed Minutes of the Bush Fire Advisory Committee Meeting held on 6 August 2019 be confirmed subject to an amendment whereby Mr C Stevens is removed from the list of apologies.

MOTION CARRIED

3.2 Matters arising from previous minutes

Nil

3.3 Review of the BFAC Status Report

The status report was reviewed. Nil actions.

4. PRESENTATIONS OR EVENTS

4.1 Presentation of reports, people coming, topics, et cetera

CESM Provided update on Townsite UCL mitigation maintenance and proposed works. Some feedback items for the committee members for to be considered moving forward.

4.2 Report on events that took place perhaps

Nil

5. REPORTS FROM SHIRE OFFICERS

5.1 Report(s) from CESM

- Thanks to Brigades for involvement in recent community engagement Street Meet. 120 non-BFB affiliated people reached. 11 members signed up. Reminder to Brigades for induced and on-board new members.
- In the middle of a number BFB training courses which will be the last of the local courses for the year.
- Building projects
 - New Coondle-Nunile Facility – Targeting early December move in by Brigade.
 - Morangup Co-location Centre upgrades commenced.
- Reminder to Brigades to do Turnout, Arrival, stand-down and back on Station messages to 6IP.
- Mitigation Activity Fund – expecting announcement of grant funding soon.
- Arc Infrastructure Maintenance of Rail corridor thought town to commence early Nov.
- Bindoon Army Camp pre-season meeting attended by CESM and CBFCO. Standing offer from range operators for familiarisation drive – CESM to action.
- Meeting with DFES Volunteer Programs re: Recruitment and Retention. Sharon Gamble Morangup BFB/Toodyay SES will be doing some background work in this area, with the intent of this forming the starting point for a workshop with brigade representatives in the New Year.

5.2 Report(s) from CEO

Nil

6. UPDATES AND REPORTS

6.1 Brigade Roundtable discussion and reporting

N Griggs (**Coondle-Nunile BFB**) – Concern re: Bush Fires Act 1954 Infringement Values being so low. Asked if permit referrals to Captain/FCO for comment.

H Bohlen (**Julimar BFB**) – Community Engagement resulted in 3 x New FF. Noted some inexperience amongst crew.

J Hansen (**BRMPC**) – Mitigation Activity Funding expected in around 10 days.

I MacGregor (**Toodyay VFRS**) – Two new members.

B Rigby (Bejoording BFB) – Two new members.

M McKeown (**Toodyay Central BFB**) – 45 people at community engagement street meet. 3 x new members. Highlighted bushfire vulnerability posed by Shingle roof at Goal Museum.

J Venn (**Morangup BFB**) – Requested map of hydrants in Townsite. CESM Comment: Water Corp are currently part way thought their hydrant infill program – new maps to be provided when their datasets updated. Enquired about access to online permit Map.

CESM Comment: This is currently limited to FCOs for privacy reasons, though works on this area of the system are planned over summer and a simplified view will be investigated. Asked if more verge mitigation would be conducted in Morangup. CESM Comment: These works form part of the MAF grant application currently with DFES.

CBFCO – As per email content included below:

1. I would like to thank all brigades for turnouts so far, and also thank those brigades that have performed hazard reduction burns, off their own back or on behalf of landowners.

All burns appear to have been conducted in a professional manner, and we haven't had any smoulder carry over; not yet anyway!!!

2. Thank you for showing the profile of volunteer firefighting isn't just response, and especially in your own time.

Thank you for efforts in support of "fire chat". There was a moderate response by citizens, but, again in your own time, and promoting self-reliance.

3. Thanks to issuing officers for the admin of the permit system. The new self-serve system is tweaked a bit more each year and seems to be working well, however there's still an input of time and follow up by issuing officers to check info and understand capability of applicant.

MINUTES OF BUSH FIRE ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 5 NOVEMBER 2019

4. Thanks to the landowners this year who, it would appear conducted most burns without having to be rescued by volunteer turnout!!!
5. Thanks to Rob, CESM , for a big year in pushing through the great new station complexes we will have and the ongoing funding and planning applications for future support of emergency services in our district, for Future proofing , mitigation and education, let alone operations.

It may be a paid job, but there is an awful lot of time, coordination and dealing with stonewalling from various authorities, to enable projects to happen. There are no “free kicks”, because it’s emergency services!

6. Our brigades and personnel appear to be in a good place at the moment, there will still be some tough days to provide midweek turnouts, but that is no different to many rural shires.
7. New appliances, new stations and the stability of leadership and brigade members is a credit to you, and should keep a very positive atmosphere around our volunteer services.
8. General Business:

I’d like to propose that each FCO is issued with a burn over blanket, as they at times can and will be exposed to the same possible risk of being caught, in burn over as any other appliance, particularly if tasked with sector command roles or at early arrival situation checking.

It is a bare minimum protective measure, given our response vehicle is our private vehicle.

Action: CESM investigating options.

6.2 BFCO Roundtable discussion and reporting

6.2.1 Support for recruiting more volunteers from Shire Staff members

Generally discussed around the table.

7. CONFIRMATION OF NEXT MEETING

The next meeting of the Bush Fire Advisory Committee is scheduled to be held on Tuesday 4 February 2020 commencing at 6.00pm.

8. CLOSURE OF MEETING

The Chairperson declared the meeting closed at 7.26pm.

Attachments to Minutes

Bush Fire Advisory Committee

Tues 5 Nov 2019

CONFIRMATION OF MINUTES

5.1 Review of Bush Fire Advisory Committee Status Report

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BFAC STATUS REPORT
Bush Fire Advisory Committee

Supporting Officers
CESM / CEO



Recommendations to Council		
Meeting Date	Item and Detail in order of meeting	List the Recommendation here

Questions taken on notice		
Meeting Date, Item No & Question No.	Questions in order of the meeting	INFORMATION Post meeting (with a view to providing further comment at a future meeting or via email)

Actions to be undertaken prior to the next meeting (or ongoing from a previous meeting)		
Meeting Date	Actions to be taken	With the aim of / further comment or information

STATUS REPORT

Bush Fire Advisory Committee

Responsible Officer CESM / CEO



Completed Items (from Recommendations made to Council, Actions and Questions List.			
Meeting Date, Item No	Item Name / Other Detail	Status / Action / Notes	Item No / Date / Res No. / Other comment
6 August 2019 Item 4.1.1 BFAC Mtg	FCO (and other) Appointments	<p>That Council appoint FCO's as follows: Appointment of (to Position)</p> <ol style="list-style-type: none"> 1. Craig Stewart (Chief Bush Fire Control Officer) 2. Rowan Hunter (Deputy Bush Fire Control Officer 1) 3. Robert Koch (Deputy Bush Fire Control Officer 2) 4. Garry Forsyth (Bush Fire Control Officer) 5. John Hansen (Bush Fire Control Officer) 6. Kim Maddrell (Bush Fire Control Officer) 7. Brian Rayner (Bush Fire Control Officer) 8. Ian MacGregor (Bush Fire Control Officer) 9. Nick Griggs (Bush Fire Control Officer) 10. Jens-Dieter Bartels (Bush Fire Control Officer) 11. Charles Wroth (Bush Fire Control Officer) 	<p>Item No. 15.1 / 27 Aug 2019 OCM 219/08/19</p>