

Shire of Denmark Minutes



BUSH FIRE ADVISORY COMMITTEE MEETING

HELD IN COUNCILS RECEPTION ROOM,
953 SOUTH COAST HIGHWAY, DENMARK,
THURSDAY 29TH AUGUST 2019.

CONTENTS

	Page No.
	2
1.	3
2.	3
3.	4
4.	4
4.1	4
5.	4
5.1	4
5.2	4
5.3	4
5.4	5
5.5	5/6/7
5.6	7
6.	8
6.1	8
6.2	8
6.3	8
7.	8
8.	9

DISCLAIMER

These minutes and resolutions are subject to confirmation by Council and therefore prior to relying on them, one should refer to the subsequent meeting of Council 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 6:35pm

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**MEMBERS:** (Voting)

<input type="checkbox"/>	Cr Mark Allen	Council Delegate / Chairman
<input type="checkbox"/>	Mr Roger Seeney	Council Delegate
<input type="checkbox"/>	Mr Lez Baines	C.B.F.C.O
<input type="checkbox"/>	Mr Bryce Edwards	D.C.B.F.C.O
<input type="checkbox"/>	Mr Craig Lilley	Kordabup FCO
<input type="checkbox"/>	Mr Murray Brooker	Mt Lindesay FCO (arrived 6.26pm)
<input type="checkbox"/>	Mr Mike Hills	Harewood FCO
<input type="checkbox"/>	Mr Callum Baxter	Somerset Hill FCO
<input type="checkbox"/>	Mr Lee Shelley	VFRS Captain/FCO
<input type="checkbox"/>	Mr Carl Wesley	Mt Shadforth 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 Sid Marshall	Scotsdale FCO
<input type="checkbox"/>	Mr Alex Williams	Hazelvale FCO
<input type="checkbox"/>	Mr Marcus Owen	Ocean Beach FCO
<input type="checkbox"/>	Mr Paul Harbron	VFRS/Town FCO

MEMBERS:

(Non-Voting)

<input type="checkbox"/>	Mr Tristan Farmer	DCBA Parks and Wildlife
<input type="checkbox"/>	Mr Wes Bailye	Area Officer Department of Fire and Emergency Services
<input type="checkbox"/>	Mr Paul Ashton	Australian Bluegum Plantations

STAFF:

(Non-Voting)

<input type="checkbox"/>	Mr Scott Medhurst	Community Emergency Services Manager
<input type="checkbox"/>	Mr David Schober	Manager of Community Services
<input type="checkbox"/>	Mrs Charmaine Shelley	Senior Ranger
<input type="checkbox"/>	Ms Melanie Haymont	Bushfire Risk Planning Coordinator

VISITORS:

<input type="checkbox"/>	Mr Nigel Marsh	Mt Lindesay BFB
<input type="checkbox"/>	Mr Richard Stanley	Denmark Support

APOLOGIES:

<input type="checkbox"/>	Mr Simon Coppock	William Bay FCO
<input type="checkbox"/>	Mr Patrick Mcconigley	East Denmark FCO

ABSENT:

<input type="checkbox"/>	Mr Kevin Hard	Parryville FCO
<input type="checkbox"/>	Mr Ivars Sulcs	Peaceful Bay FCO
<input type="checkbox"/>	Mr Neville Brass	Nornalup FCO

DECLARATIONS OF INTEREST:

Nil

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Cr Allen spoke to the resignation of Mr Bill Parker and congratulated Mr Parker on his new position. It was noted that Mr Parker was a driver of change and a best practice approach. Cr Allen stated that he would be following in that path for BFAC and just because we have done things well in the past doesn't mean we can not do them better in the future and that it was the intent that the Committee should be innovating and developing when it can.

Cr Allen also congratulated Mr David Schober on his appointment to Acting Chief Executive Officer of the Shire of Denmark and commented that while it will be hard to lose him in the BFAC space it will be a great opportunity for some new ideas from whoever fills Mr Schobers position.

4. CONFIRMATION OF MINUTES

4.1 Committee Meeting Minutes

COMMITTEE RECOMMENDATION	ITEM 4.1
MOVED: Murray Brooker	SECONDED: Brian Vigus
That the minutes of the Bush Fire Advisory Committee Annual General Meeting held on the 20 th JUNE 2019 be confirmed as a true and correct record of the proceedings.	
CARRIED UNANIMOUSLY	

5. OFFICER REPORTS

5.1 Department of Fire and Emergency Services

Mr Wes Bailye reported on the following

- Bushfire Season outlook, Season looking to start early with hot, dry and windy conditions predicted.
- Mr Bailye opened the floor for questions with none received.

5.2 Department of Biodiversity Conservation & Attractions

Mr Tristan Farmer reported on the following

- 2019/2020 Burn Program – Maps Provided to Committee
- 15 Burns totalling 21000 hectares planned in the Shire of Denmark
- Nikki Rouse has commenced in the role of Frankland District Fire Coordinator

Mr Bryce Edwards asked Mr Farmer when the Scotsdale/Fernley UCL/UMR block was scheduled on the program due to potential arson activity in the area. Mr Farmer advised that area was on the 2020/2021 program with some other small parcels in the area.

Mr Mike Hills asked Mr Farmer about the Styx block and if notice was available as to when it would be burnt. Mr Farmer advised that due to the nature of Fire Weather Forecasting that it was very difficult to provide exact days of lighting however the best effort was made to notify Local CBFCEs as early as practicable.

Mr Murray Brooker Asked Mr Farmer about the Mt Leahy burn and if it was possible to tie this burn in with some of the areas that Mt Lindesay BFB are looking to burn as well as the potential for brigades to assist. Mr Farmer advised that this is a possibility and will be investigated further.

Mr Lez Baines stated that it would be beneficial if when possible brigades assisted DBCA.

5.3 Australian Bluegum Plantations

Mr Paul Ashton reported on the following

- Commencing Fire Break maintenance and clean up program
- Purchasing of a new fire appliance in the near future

Mr Lez Baines asked Mr Ashton about the 2019/2020 plantation harvesting program. Mr Ashton advised that this largely hinges on a lot of external factors beyond ABP's control. Mr Ashton will attempt to get an indicative program back to the committee.

5.4 Chief Bush Fire Control Officer

Mr Lez Baines reported on the following

- Welcome to all the new FCOs. New FCOs mean new ideas and enthusiasm which is always a good thing.
- No incident turn-outs other than a request from VFRS for support with a structural fire. The property was severely damaged but there were no injuries. Please remember that ComCen will call myself, Fire 2 or the CESM if a structural fire is outside of the gazetted area. This being the case, please always leave your radios turned on at all times. Should we receive a call regarding a structural fire, we ALWAYS request VFRS to turn out.
- I encourage your Brigade to be training in the "off" season. If you want ideas do not hesitate to give Bryce or me a call.
- It is important to remember that as of the **1st of October a permit is required to burn any area of standing bush.**
- Finally, congratulations to Bryce, Craig Lilley and Craig Hughes who have now completed the Incident Level One I.C. course and are now qualified to run a Level 1 incident.
- This means that we have six volunteers who have this qualification which is a huge asset to the Shire.
- Also, thanks to the Bush Fire Ready facilitators who are all working hard throughout our winter months.
- SMS Turnout system working well and Brigades are encouraged to use it

5.5 Community Emergency Services Manager

Mr Scott Medhurst reported on the following

Prevention

- *Mitigation works are ongoing in the Shire, we are currently seeking more funding for UCL/UMR works and MAF funding for other works.*
- *Parry's works have been completed to assist with hazard reduction burn to take place by Parks and Wildlife it is expected that brigades will be asked to assist with this.*
- *Water Corp Burn in town expected to go ahead once prescription is finalised at a local and state level.*
- *Prescribed Burning – There are several prescriptions in various levels of completion currently. There is a significant amount of work that goes into these prescriptions from site visits to consultations with community groups. With the introduction of the new Fire Mitigation Working group we are hoping that will lead to a stream lining of the consultation process. Some of these prescriptions are more suitable for spring burning or rely on mechanical works to be completed before the can take place. The Shire is committed to working on completing these works in line with the BRMP that Mel has put together to ensure an efficient use of the available funding. This includes liaising with external stakeholders such as DBCA to assist them or have them assist us when they are burning land in their tenure within the Shire. With all of the above considered we are hopeful that mitigation be it by burning or other means will continue to be a best practice approach within the Shire*

Community Engagement

- *We continue to make massive leaps and bounds in this space with our Facilitators and Coordinators working hard to establish new groups I will continue to support brigades and individuals with programs in this space where I can. I encourage all brigades to support the community engagement processes like Bush Fire Ready, Fire Chat and similar initiatives. This should include dedicating someone in your brigade to perform this role.*
- *DFES Digital Media are planning a workshop in the Great Southern this year which will assist brigades with Social Media and how to make the most of it. I will be in contact when there is more info available.*

Preparedness

- *Please remember to submit any vehicle faults and repairs needed so these can be planned for over the cooler months. Fault books are available at the depot if you don't have one let me know so they can be added when the appliance is serviced this year. Servicing is expected to take place in September/October this will be managed by the Depot.*
- *AVL Testing. Please remember this needs to be done monthly and it is audited. If you are at the station for training or after a job it takes about 2 minutes to complete.*

Training

- *Training courses for the year are progressively being added to eAcademy. Please take advantage of them. I have emailed out all the upcoming courses to FCO's*
- *Its great to see members taking on courses and building on their skillsets. Everything from Introduction to Firefighting and Incident controller have had Shire of Denmark BFB members on courses and that's great to see.*
- *Please remember all members need to have completed VFF1 to go on the fireground. I appreciate that some members may have the skills but not the qualifications on paper. Please contact me directly about this and we will work to have their skills recognised officially.*
- *Training for 2019/2020 – it is starting to get towards the time of year where the region is preparing the next years training calendar if you would like to have input in shaping this calendar please contact me. Obviously, we need to work to the pathways but I would like to see courses on offer that are useful.*

PPC/PPE

- *Please remember to wear all PPC appropriately its not going to protect you if its not worn properly and may have implications for you if you get hurt.*

Response

- *Not a lot to report on this front. The Structure fire in the townsite is a reminder that we can be called upon at any time for any type of incident. Please remember to monitor your radios and phones. I recommend setting a different ring tone on your phone for The Chief, Deputy and Myself as we can all call you after receiving a 000 call.*
- *Triple Zero is the most effective way to report of fire/smoke/unauthorised burning if you are advised of these by a member of the public or another brigade member you should be referring them Triple Zero or make the call yourself then advise up the chain as appropriate. This allows visibility of incidents at a local, Regional and State level and allows for the most efficient dispatch of resources from within the Shire. People are still calling the Shire or FCOs to report fires and this leads to a delay in response. Remember to educate people that 000 is the number to call for all fires.*

Other.

- *Welcome to Marcus, Paul and Patrick as our new FCOs its great to see new faces stepping up into these roles and taking on the responsibilities associated with them. I hope you all benefit from the new skills you obtain in the role.*

- *LGGS/ESL Funding The 2019/2020 Grant has been received for 2019/20 I was able to secure some more funding in some areas to hopefully better support our membership. Grant funding of 25 thousand dollars was also received to assist with providing a basic power setup for 5 of the Fire Sheds in the region.*
- *Brigade and Personal Social Media pages – Brigades are encouraged to have a Social media presence to engage their community and assist with promotion of relevant material relating to Fire Preparedness, Mitigation, Safety and other key messaging such as recruitment etc. However, you must remember that these pages are a representation of the Shire and DFES and content must be appropriate for public consumption. Personal Facebook posts, you have the right to have a personal Facebook page and post content and opinions as you see fit. However, you as FCO's must remember that you are elected by council to fill these positions and you now represent the Shire of Denmark. The conduct expected of you in this position is similar to that of a staff member when it comes to social media the community and the media generally. This is not to say you can not have an opinion but you must be careful to deliver it with some diplomacy. Some posts by FCO's have been seen recently that are simply unacceptable and if that conduct continues action will have to be taken.*
- *Ocean Beach Fire Shed construction is going along well and looking really good. Lee Shelley in his position at the Shire is managing the project and provides updates as available to the Ocean Beach Brigade as they become available. Handover is currently Scheduled for 1st November.*

Mr Alex Williams asked about the official opening and who would be invited. Mr Medhurst advised that DFES had been advised of the opening and official dignitary attendance would be based on who was available at the time.

5.6 Bushfire Risk Planning Coordinator

Ms Melanie Haymont reported on the following

- Community Engagement positions in Brigades
- Bushfire Resilience in the Great Southern project (BRIGS)
- Community bushfire resilience building
- Community risk acceptability survey
- Bushfire Risk Management Plan
- Bushfire Ready Facilitators Forum – Mr Carl Wesley and Mr Bryce Edwards spoke about the attendance at the forum in Yallingup. The forum was very beneficial to local facilitators to see how things are done in different areas. Mr Wesley noted that while we had a long way to go in growing our Bush Fire Ready Groups it was very refreshing to have the support of the Shire as some facilitators don't have it in other areas.

Committee discussion took place surrounding how Bush Fire Ready Groups are beneficial to brigades in many ways from recruitment to response. It was encouraged by Mr Wesley and Mr Edwards that if there was a lack of understanding in brigades that facilitators were available to speak at brigades to encourage more members to form their own groups.

Cr Allen spoke to the importance of Bush Fire Ready and ensuring that residents do not develop apathy towards the risk of Bush Fire in Denmark, Cr Allen indicated council will be looking at further ways to support Bush Fire Ready where possible.

Action – Mr Carl Wesley and Mr Bryce Edwards to brief Council on Bush Fire Ready. Mr Scott Medhurst and Mr Schober to arrange.

6. GENERAL BUSINESS

6.1 Mr Scott Medhurst – Fire Management Notice

There has been significant feedback from the community and external stakeholders regarding the Shires Fire Management Notice (Section 33 Notice) whilst the content of the notice has formed part of the feedback the main issue is with the layout and readability of the notice. As a result of the last meeting a document similar to what other Local Governments were doing was the general consensus of the committee. As a result of community feedback and consultation with external stakeholders a robust Fire Management Notice and Fire and Burning Information Booklet has been produced. This Notice and Booklet supports the feedback from the community and supports the requests of BFAC to supply a robust document that provides clear information to the community as well as backing should the Shire need to manage noncompliance it is important to note that no content from the previous notice has been removed it has just been consolidated and complied into one Notice and a Booklet. A small window for feedback and changes is available however this Notice and Booklet needs to go to the next council meeting for adoption to ensure it is a legally binding document. Should major changes in the format or content be required a working group will need to be established to form a new notice for the 2020/2021 Notice.

Mr Schober spoke to the reasons behind the change in the notice and that the Shire was committed to supporting residents and ratepayers through the transition period and variation process where possible.

The Committee members were individually provided opportunity to give feedback about the notice. Discussion took place around small errors in layout and formatting and how it could be made better. Mr Scott Medhurst noted changes in a Draft copy and will where practical make the suggested changes.

Action Item – Mr Scott Medhurst to make changes and redistribute the Notice and Booklet to the Committee

6.2 Mr Marcus Owen – Ocean Beach Mobile Phone Tower and WAERN Servicing

Mr Owen asked if there was a timeframe for the construction of the mobile phone tower in Ocean Beach, Cr Allen advised that there was some land set aside and works would be completed once the tenure of the land was resolved at a State and Federal level.

Mr Owen asked when WAERN maintenance for this year would commence. Mr Scott Medhurst advised that some had been completed earlier in the year but would follow up with the service provider and get firm dates and if any were outstanding.

6.3 Mr Craig Hughes – Commencement of Radio Skeds

Mr Craig Hughes asked about when Radio Skeds would commence for the 2019/2020 Period. Mr Scott Medhurst advised that he had been in discussions with Mr Lez Baines who was going to confirm dates with Bell Road Base in the next couple of weeks and would advise the Committee out of session as to those dates.

7. NEXT MEETING

It is recommended that the next meeting of the Bush Fire Advisory Committee be held on Thursday 5th December 2019 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 8:26pm.

These minutes were confirmed at the meeting of the _____

Signed: _____

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