

Shire of Denmark Minutes



BUSH FIRE ADVISORY COMMITTEE ANNUAL GENERAL MEETING

HELD IN COUNCILS RECEPTION ROOM
953 SOUTH COAST HIGHWAY, DENMARK
THURSDAY 23th JULY 2020

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Person opened the meeting at 6:00 pm.

I acknowledge the land on which this meeting is being held on and the traditional custodians of the land, the Bibbulmun and Minang people and pay my respects to Elders past, present and emerging.

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

<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"/>	Cr Mark Allen	Council Delegate / Chairman
<input type="checkbox"/>	Cr Roger Seeney	Council Delegate
<input type="checkbox"/>	Mr Mike Hills	Harewood FCO
<input type="checkbox"/>	Mr Craig Lilley	Kordabup FCO
<input type="checkbox"/>	Mr Murray Brooker	Mt Lindesay FCO
<input type="checkbox"/>	Mr Marcus Owen	Ocean Beach FCO
<input type="checkbox"/>	Mr Sid Marshall	Scotsdale FCO
<input type="checkbox"/>	Mr Callum Baxter	Somerset Hill FCO
<input type="checkbox"/>	Mr Alex Williams	Hazelvale FCO
<input type="checkbox"/>	Mr Brian Vigus	Tingledale FCO
<input type="checkbox"/>	Mr Lee Shelley	VFRS Captain
<input type="checkbox"/>	Mr Adrian Kranendonk	Fire Weather Officer
<input type="checkbox"/>	Mr Neville Brass	Nornalup FCO
<input type="checkbox"/>	Mr Simon Coppock	William Bay FCO
<input type="checkbox"/>	Mr Craig Hughes	Carmarthen FCO (arrived 6:30pm)
<input type="checkbox"/>	Mr Carl Wesley	Mt Shadforth FCO
<input type="checkbox"/>	Mr Patrick McConigley	East Denmark FCO
<input type="checkbox"/>	Mr Paul Harbron	Denmark VFRS / Town FCO
<input type="checkbox"/>	Mr Nigel Marsh	Mt Lindsay

MEMBERS:

<input type="checkbox"/>	Mr Wes Bailye	(Non-Voting) DFES Area Officer
<input type="checkbox"/>	Mr Paul Ashton	Australian Bluegum Plantations

STAFF:

<input type="checkbox"/>	Ms Angela Simpson	(Non-Voting) Executive Manager of Community Services
<input type="checkbox"/>	Mrs Charmaine Shelley	Senior Ranger
<input type="checkbox"/>	Ms Melanie Haymont	Bushfire Risk Planning Coordinator
<input type="checkbox"/>	Mr Lee Sounness	Executive Manager Corporate Services

VISITORS:

<input type="checkbox"/>	Mr William Miller	East Denmark FCO Nomination
<input type="checkbox"/>	Mr Paul Moncrieff	Mehniup FCO Nomination (arrived 6:27pm)
<input type="checkbox"/>	Mr Hank Alberts	Ocean Beach FCO Nomination
<input type="checkbox"/>	Mr Richard Stanley	Harewood Bush fire Brigade
<input type="checkbox"/>	Ms Jenna Honey-Smith	DFES

APOLOGIES:

<input type="checkbox"/>	Mr Scott Medhurst	Community Emergency Services Manager
<input type="checkbox"/>	Mr Callum Baxter	Somerset Hill FCO

ABSENT:

DECLARATIONS OF INTEREST: Nil

3. ELECTION OF OFFICERS – CHAIRMAN AND DEPUTY CHAIRMAN

Section 67(2) of the Bush Fires Act 1954 states that the Bush Fire Advisory Committee shall elect one of their members to be Chairman. The following Council Policy relates.

“P040235 - Presiding Members of Council Committees

Objectives

- *To maximise the adherence of Council Committees and Working Groups to adopted policies and procedures;*
- *To maximise the likelihood of Council Committees and Working Groups having continuity of a Presiding Person for the duration of its term; and*
- *To maximise the efficiency and effectiveness of Committees and Working Groups by ensuring that the Chairperson has the appropriate training and support.*

Policy

Wherever there is one or more Elected Members appointed to a Council Committee or Working Group, then it is Council Policy that the members of the Committee should elect one of those Elected Members to the role of Presiding Person.

A Presiding Person, and if required a Deputy, is to be elected using the same method as detailed in Section 5.12 of the Local Government Act 1995.

A deputy of a member of a Committee or Working Group may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause and a deputy of a member of a Committee or Working Group, while acting as a member, has all the functions of and all the protection given to a member (Section 5.11A of the Local Government Act 1995).”

Clause 8.6 of the Bush Fire Advisory Committee Charter allows for a Deputy Chairman also.

COMMITTEE RECOMMENDATION	ITEM 3.1
That Councillor Mark Allan be elected as Chairperson of Bushfire Advisory Committee for the 2020/21 financial year.	
Moved: Murray Brooker	Seconded: Alex Williams
Carried: Unanimously	

COMMITTEE RECOMMENDATION	ITEM 3.2
That Councillor Roger Seeney be elected as Deputy Chairperson of Bushfire Advisory Committee for the 2020/21 financial year.	
Moved: Bryce Edwards	Seconded: Simon Coppock
Carried: Unanimously	

4. ANNOUNCEMENTS BY THE PERSON PRESIDING

5. CONFIRMATION OF MINUTES

5.1 MINUTES OF ANNUAL GENERAL MEETING 20th JUNE 2019**OFFICER RECOMMENDATION**

ITEM 5.1

That the minutes of the Bush Fire Advisory Committee Annual General Meeting held on the 20th June 2019 be confirmed as a true and correct record of the proceedings.

Moved: Lez Baines**Seconded: Adrian Krankendonk****Carried: Unanimously****6. GENERAL BUSINESS****6.1 APPOINTMENT OF FIRE CONTROL OFFICERS, CHIEF BUSH FIRE CONTROL OFFICER AND CHIEF DEPUTY BUSH FIRE CONTROL OFFICER**

While the Captains, Lieutenants, Secretaries, Equipment Officers and the like are elected by Brigades it is the local government's role to appoint Fire Control Officers, a Chief Bush Fire Control Officer and a Deputy Chief Bush Fire Control Officer pursuant to section 38(1) of the Bush Fires Act 1954. This section reads as follows:

"38. Local Government may appoint bush fire control officer

A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it."

Other Comments:

Message from Les Baines

Firstly thank you from Bryce and myself for your support over the last year where several hard decisions had to be made because of the Covid 19 restrictions.

Secondly, thank you for all your FCOs and families for your commitment over the last year. I know that we have two FCO's nominees being put forward and I wish them well.

Bryce, myself and the Shire have had several discussions over the matter of introducing a second Deputy to lift a little work and pressure of us. Particularly Bryce who has a work full time for a living. I have spoken to most of you regarding this matter and when the elections are held nominations for two deputies will be asked for.

Mr Alex Williams noted that he and Les Baines were filling in for Peaceful Bay while their FCO position is vacant.

Nominations were called for CBFCO and DCBFCO

OFFICER NOMINATION

ITEM 6.1

That Lez Baines be elected as Chief Bush Fire Control Officer for the 2020/21 financial year.

Moved: Cr Roger Seeney**Seconded: Murray Brooker****Carried: Unanimously**

OFFICER NOMINATION

ITEM 6.1

That Bryce Edwards be elected as Deputy Chief Bush Fire Control Officer for the 2020/21 financial year.

Moved: Lez Baines

Seconded: Alex Williams

Carried: Unanimously

OFFICER NOMINATION

ITEM 6.1

That Nigel Marsh be elected as Deputy Chief Bush Fire Control Officer for the 2020/21 financial year.

Moved: Murray Brooker

Seconded: Lez Baines

Carried: Unanimously

COMMITTEE RECOMMENDATION

ITEM 6.1

1. That, pursuant to Section 38 (1) of the Bush Fires Act 1954, Council appoint the following persons for the financial year 2020/2021 and that the appointments be advertised in the Denmark Bulletin and Council's Delegation (Appointments) D050109 be updated accordingly;

Bush Fire Control Officers authorised within the entire Shire of Denmark

Senior Law Enforcement Officer	Charmaine Shelley
Law Enforcement Officer	David Lonie
Law Enforcement Officer	Emma Holliday
Fire Control Officer	Scott Medhurst
Fire Control Officer	Melanie Haymont
Fire Control Officer & Chief Fire Control Officer	Les Baines
Fire Control Officer & Deputy Chief Fire Control Officer	Bryce Edwards
Fire Control Officer & Deputy Chief Fire Control Officer	Nigel Marsh

Bush Fire Control Officers authorised within the entire Shire of Denmark area on behalf of their respective Brigades

Carmarthen Volunteer Bush Fire Brigade	Craig Hughes
Denmark East Volunteer Bush Fire Brigade	Will Miller
Harewood Volunteer Bush Fire Brigade	Mike Hills
Hazelvale/Tingledale Volunteer Bush Fire Brigade	Alex Williams
	Brian Vigus
Kordabup Volunteer Bush Fire Brigade	Craig Lilley
Owingup Volunteer Bush Fire Brigade	Bryce Edwards
Mehniup Volunteer Bush Fire Brigade	Paul Moncrieff
Mt Lindesay Volunteer Bush Fire Brigade	Murray Brooker
Nornalup Volunteer Bush Fire Brigade	Neville Brass
Ocean Beach Volunteer Bush Fire Brigade	Hank Alberts
Parryville Volunteer Bush Fire Brigade	Kevin Hard
Peaceful Bay Volunteer Bush Fire Brigade	VACANT
Scotsdale/Shadforth Volunteer Bush Fire Brigade	Arthur (Sid) Marshall

Scotsdale/Shadforth Volunteer Bush Fire Brigade	Carl Wesley
Somerset Hill Volunteer Bush Fire Brigade	Callum Baxter
William Bay Volunteer Bush Fire Brigade	Simon Coppock
<u>Bush Fire Control Officers authorised within the prescribed Denmark Fire & Rescue Service Area Only</u>	
Denmark Fire and Rescue Service (Volunteer Brigade)	Lee Shelley
Denmark Fire and Rescue Service (Volunteer Brigade)	Paul Harbron
Moved: Murray Brooker	Seconded: Patrick McConigley
Carried: Unanimously	

6.2 APPOINTMENT OF FIRE WEATHER OFFICER

Section 38(8) of the Bush Fires Act 1954 provides Council with the authority to appoint to the office of Fire Weather Officer such number of senior bush fire control officers as it thinks necessary.

COMMITTEE RECOMMENDATION	ITEM 6.2
That, pursuant to Section 38 (8) of the Bush Fires Act 1954, Council appoint Adrian Kranendonk for the financial year 2020/2021 as a Fire Control Officer and Fire Weather Officer to be authorised within the entire Shire of Denmark;	
Moved: Alex Williams	Seconded: Marcus Owen
Carried: Unanimously	

6.3 MEETING DATES OF THE BFAC COMMITTEE

Section 67(4)(a) of the Bush Fires Act 1954 states that the Bush Fire Advisory Committee may from time to time meet and adjourn as the committee sees fit.

COMMITTEE RECOMMENDATION	ITEM 6.3
That Bush Fire Advisory Committee meet four (4) times a year, commencing on the first Thursday in October and then at an equal time across that period plus one annual general meeting aligned to the meeting closest to the financial year start/end.	
Moved: Alex Williams	Seconded: Murray Brooker
Carried: Unanimously	

ACTION: *Cr Seeney requested that a letter of thanks be sent to all retiring FCOs, and confirmation that letter of thanks was sent to Marius and Betty Wakka*

7. NEXT MEETING

It is recommended that the next AGM of the Bush Fire Advisory Committee be held on Thursday the 3 June 2021 at 6.00pm.

8. CLOSURE OF MEETING

There being no further business to discuss the Presiding Person closed the meeting at 6:32pm

These minutes were confirmed at the meeting of the

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