



Reports of Committee Attachments Wednesday, 18 September 2013

REPORT NUMBER	REPORT TITLE AND ATTACHMENT DESCRIPTION	PAGE NUMBER(S)
10.1	Minutes of the Chittering Bush Fire Advisory Committee meeting held on Tuesday, 13 August 2013 "Unconfirmed" minutes of the Chittering Bush Fire Advisory Committee meeting held on 13 August 2013	1

**MINUTES OF THE CHITTERING BUSHFIRE ADVISORY
COMMITTEE**

Tuesday, 13 August 2013

Council Chambers
6177 Great Northern Highway
Bindoon

COMMENCEMENT: 7.30pm
CLOSURE: 8.30pm



These minutes will be confirmed at the next meeting of the Chittering Bushfire Advisory Committee to be held on **8 October 2013**

SIGNED BY _____
Person presiding at the meeting at which minutes were confirmed

DATE _____

Disclaimer

The purpose of this Committee meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the *Local Government Act 1995* (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

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1. DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS OF VISITORS

The Presiding Member declared the meeting opened at 7.30pm.

2. RECORD OF ATTENDANCE / APOLOGIES

2.1 Attendance

Ian Hollick	Presiding Member
Dennis Badcock	Chief Bushfire Control Officer
Kim Haeusler	Wannamal Brigade
Dennis Harvey	Muchea Brigade
Frank Schubert	Bindoon Brigade
Steve Browne	Lower Chittering Brigade
Rose Coci	Incident Support Brigade
Cr Doreen Mackie	Councillor, Shire of Chittering
Gary Tuffin	Chief Executive Officer, Shire of Chittering
Jamie O'Neill	Community Emergency Services Manager, Shire of Chittering

The following non-voting members were in attendance:

Craig Garret	DFES
Mike Pasotti	DEC
Will Lee	Upper Chittering Brigade
Fred Hoogland	Bindoon Brigade
Cr Barni Norton	Councillor, Shire of Chittering
Karen Parker	Manager Human Resources, Shire of Chittering (Minute Secretary)

2.2 Apologies

Paul Martin	Muchea Brigade
Max Brown	Lower Chittering Brigade
Greg Cocking	Deputy Chief Bushfire Control Officer
Phillip Humphrey	Upper Chittering Brigade
David Wilson	Training Coordinator
Peter Hall	Muchea Brigade

3. DISCLOSURE OF INTEREST

Nil



4. PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 Chittering Bushfire Advisory Committee meeting - Tuesday, 18 August 2013

OFFICER RECOMMENDATION

Moved Rose Coci / Seconded Doreen Mackie

That the minutes of the Chittering Bushfire Advisory Committee meeting held on Tuesday, 18 June 2013 be received, subject to amending page 3, by updating the committee recommendation (2)(d) to read:

(d) Peter Hall and Dennis Harvey representing Muchea VFBF; and

CARRIED 10/0

6. ANNOUNCEMENTS BY THE CHIEF BUSHFIRE CONTROL OFFICER WITHOUT DISCUSSION

Dennis Badcock, Chief Bushfire Control Officer provided the following report:

Several incidents including a couple of structural fires have kept our brigades – mainly Bindoon, busy recently. Thank you to the Brigade Officers and members who attended to these incidents as one in particular occurred at a somewhat unfriendly hour on a Friday night.

There was an issue with the turnout of Upper Chittering Brigade to the structural fire on Wednesday, 7 August but hopefully this has been resolved.

These incidents highlight the need for all brigades, their members and equipment need to remain in a good state of readiness at all times and not just during the bush fire season.

Whilst there were no injuries or damage sustained throughout these incidents it is timely to remind our members that even minor issues need to be reported straight away, and even more so with structural type fires with the amount of toxins that they are capable of generating.

Can I also ask members and particularly Brigade Captains and FCO's to keep me informed of your situation reports during the course of any incident and certainly if myself or the Deputies are unable to attend the incident.

The next DOAC meeting is scheduled at a venue on or about 20 September. This meeting will be a combined meeting of the Perth North and South Chiefs which will give us a chance



to compare notes. If the brigade has any issues they wish addressed at this meeting, please canvas your BFAC rep to inform the BFAC committee so that it can be further progressed.

I have sent out to secretaries a briefing of the most recent Vehicle and Equipment Advisory Committee meet that I encourage you to read as there appears to be some positive indicators coming out of the meeting. Hopefully the full set of minutes will also be available shortly and I will endeavour to send these out to one and all.

Just for the information of members Bindoon Captain Fred Hoogland, Upper Chittering FCO Phil Humphries and I will be attending the DFES conference in September so stay tuned for some feedback.

7. ANNOUNCEMENTS BY THE DFES DISTRICT MANAGER NORTH EAST WITHOUT DISCUSSION

Craig Garrett, DFES District Manager North East spoke on the following:

- *Information regarding Western Australian Fire and Emergency Services Conference on 21 and 22 September forwarded to CBFCO and CESM.*
- *State Bush Fire Exercise on Wednesday 21 August, with metro component being run at Wanneroo and Kalamunda.*
- *Currently all DFES burning on government land is on hold until Office of Bush Fire Risk Management (OBRMS) signs off on an updated burning prescription. Local Government can continue using the smaller 2 page versions, but ensure sufficient risk management is considered.*
- *The new Community Engagement Toolbox is now on the portal, giving access to forms, tips and guidance.*
- *New Fire Incident reporting System (FIRS) forms for BFB's to be distributed by CESM.*
- *Training courses for IFF and BFF are available on DFES training calendar.*
- *If fires are undetermined ensure Comcen calls Fire Investigation Officer(FIO)*

**8. ANNOUNCEMENTS BY THE CHIEF EXECUTIVE OFFICER WITHOUT DISCUSSION**

Gary Tuffin, Shire of Chittering CEO spoke on the following:

- *A draft State Emergency Management Policy (SEMP) 2.9 has recently been released which applies to local governments that have either high or extreme bushfire prone areas. The policy requires the development of a Bushfire Risk Management Plan, based on guidelines and templates set by the Office of Bushfire Risk Management (OBRM).*
- *Staff will be attending an information session on the policy and the CEO will keep Members up to date.*

9. ANNOUNCEMENTS BY THE CHITTERING FIRE SERVICES TRAINING COORDINATOR WITHOUT DISCUSSION

As David Wilson is still away the CESM provided a quick update:

- *Training – FIRS, dates for training still being determined; and*
 - *Crew Leader Advanced firefighter training will be held on 21 and 22 September 2013*

10. ANNOUNCEMENTS BY THE COMMUNITY EMERGENCY SERVICES MANAGER

Jamie O'Neill, CESM, spoke on the following:

- *Local Government Grant Scheme was successful, Chittering Fire Service has received \$151,000 operational budget.*
- *Bush Fire Ready Expo has been rescheduled to run in conjunction with the Bindoon show due to Western Power outages scheduled for the same day.*
- *Chittering Springs developer has been issue work orders for the remainder 10 blocks to reduce the fuel and install fire breaks prior to sale.*
- *On advice from DFES Community Emergency Management Officer the Shire of Chittering Local Emergency Management Arrangements are now compliant.*
- *Rangers are continuing with reserve inspections and work is being completed as required.*
- *Reminder for Brigades to start rotating vehicles for servicing as per email sent out earlier this week.*
- *Fire Break notice has been sent out.*

**11. ANNOUNCEMENTS BY DEPARTMENT PARKS AND WILDLIFE (DPW)**

Mike Pasotti spoke on the following:

- *DEC is now the Department of Parks and Wildlife;*
- *No prescribed burning planned for this district, only to neighbouring shires;*
- *Work behind the Bindoon Shops approved, there will be a mulch buffer installed;*
- *DPW PPE and truck identification changing in the next six months or so.*

12. BRIGADE REPORTS**12.1 Bindoon Brigade**

Frank Schubert spoke on the following:

- *Brigade has a new FCO Nick Walter*
- *Nick has introduced a regular training regime, he is a skilled instructor.*
- *Attended a structure fire near Bindoon Hotel, nothing could be saved.*
- *Attended a serious road accident south of Bindoon and a grass fire in the same area earlier in the evening. A question was raised whether non gazetted volunteer bushfire brigades should be called to motor vehicle accidents involving fire – both the CBFCO and Craig Garrett confirmed that they can be.*

12.2 Lower Chittering Brigade

Steve Browne spoke on the following:

- *Undertaken one control burn with five others to be done by October 2013.*
- *First aid training being organised.*

12.3 Muchea Brigade

Dennis Harvey spoke on the following:

- *Undertaken some training.*
- *Met with CBFCO and CESM last week.*



12.4 Upper Chittering Brigade

Will Lee was invited by the Presiding Member to provide an update on behalf of Phil Humphrey and spoke on the following:

- *Attended a couple of callouts, all were people undertaking burn offs.*
- *Ongoing training monthly prior to general meetings.*

12.5 Wannamal Brigade

Kim Haeusler advised that he had nothing to report to the meeting.

12.6 Incident Support Brigade

Rose Coci spoke on the following:

- *Sarah Lee, President has resigned effective end of September. In the process of replacing her.*
- *ISB Signage has been erected on ISB station.*
- *All ISB members have now completed WAERN radio training manual , practical to follow*

13. CHITTERING BUSHFIRE ADVISORY COMMITTEE ACTION LIST AND COMMITTEE RECOMMENDATIONS

13.1 Outstanding Actions and Recommendations

Meeting Date	Brigade / Report title	Details of required action	Person responsible	Current status	Action completed
8/02/2011	Shire of Chittering Local Emergency Management Arrangements	Local Emergency Management Arrangements document - mapping	CESM	CESM will manage process Ongoing	
09/04/2013	Bindoon Brigade	CESM to investigate the purchase of vertex radios to be used until WAERN's available for FCOs' vehicles	CESM	Follow-up needed CESM needs to submit list and justifications List submitted as well as WAERN Green radio changes – waiting on response	



MINUTES OF THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
TUESDAY, 13 AUGUST 2013

Meeting Date	Brigade / Report title	Details of required action	Person responsible	Current status	Action completed
18/06/2013	DEFES Letter – option to transfer local bushfire brigades impact assessment	Request that Council take no further action on this matter until a response has been received from DFES addressing Council's list of concerns	CESM	Motion presented at July Council Report – endorsed by Council. No reply to date	
18/06/2013	Channel Two repeater	CESM to investigate the process of reactivating the apparatus licence for the repeater if relocated at the Wannamal Fire Station.	CESM	CB Club has asked if they can take over licence and maintenance. Members happy for this to happen and will follow up with Council to see what they want to do.	Completed

14. GENERAL BUSINESS

14.1 Interim VEAC Report

The CBFCO said that John Mangini was enthusiastic about the outcome of the meeting and there were some positives, including:

- *Changing plastic flares for metal ones.*
- *Ordering fire blankets for vehicles (3,800).*
- *Heat curtains to be fitted to units, will be retrofitted. Takes a full day to fit and will be done onsite. Estimated to be a two year program.*
- *Landcruisers no longer a viable option.*
- *AGM 21/09/2013 @ 4:15pm, the CBFCO will attend*

14.2 Power Outages

Number of dates set for the shire, need to be aware of them.

14.3 Bindoon Townsite Water Supply Issues

The CEO advised that this is now fixed. Due to the age of the sand filter it took about four weeks for Water Corp to locate a replacement. He has written to the Minister requesting an upgrade of the equipment.



14.4 First Aid for Brigades

Nick Walter from the Bindoon Brigade is a qualified trainer and will undertake the training. The CESM will contact each Brigade Training Officer for numbers. Cost \$55 per person and it will depend on numbers interested whether all will be able to attend.

14.5 BFAC Meeting

The CESM asked Members to consider an earlier time for commencement of meetings. Dennis Harvey also asked if the number of meetings per annum could be reduced to three.

As there were a number of positive and negatives for both proposals, the CEO suggested that the CESM put together a discussion paper for Members to consider at the next CBFAC Meeting. The CESM will contact members for issues to be included as well as those raised at this meeting, including:

- DOAC and VEAC meeting schedules;
- Council meeting schedules; and
- Before and end of season meetings.

ACTION:

CESM is to develop a discussion paper for CBFAC Members to consider at the next CBFAC meeting. The CESM is to contact members for input and the discussion paper is to include:

- **DOAC and VEAC meeting schedules;**
- **Council Meeting schedules; and**
- **Before and end of season meetings.**

14.6 Firebreak Notice

Kim Haeusler said there still continues to be conflicting information in the Notice. Issues pertaining to the Notice were discussed:

- Minimum amount of water requirement lowered from 600ltrs to 400ltrs. CBFCO explained rationale for him making that decision, mainly being the fact of overloading landcruiser type vehicles. Craig Garrett confirmed that weight is an issue. This change will be monitored and changed next year if required.
- Separate Mail Out of Notice – use to be sent out with rates notice. Karen Parker advised that many residents had indicated that they do not read additional information that is included with the Rate notices and so had missed the Firebreak Notice and important information on changes. Harry Hawkins advised BFAC of the change at the June 2011 BFAC meeting. CESM said that Rangers are already receiving enquiries relating to this year's Notice.

14.7 Fire Weather Officer

Not required as the CBFCO liaises with the Deputies North and South to determine if a Ban needs to be called.

**14.8 Evacuation Plans**

The CESM was asked if the Evacuation Centres were going to be advertised due to the confusion that occurred during the Cockatoo Road Fire:

- Routes and centres will not be advertised as they might be changed at short notice and informing people involved too difficult;
- Routes and centres are nominated and advertised when incident is occurring. It is more about how to get the information out to residents during an incident and this is being evaluated.
- Need to involve Brigades more in the process as they are the ones that check to make sure people have left.
- SMS notification discussed. National System only works if people are Telstra or Optus customers. Will not work for those who have satellite or VOIP phones.

15. CLOSURE

The Presiding Member declared the meeting closed at 8.30pm.

The next meeting of the Chittering Bush Fire Advisory Committee is **Tuesday, 8 October 2013**. Items to be included on the agenda are due on **Tuesday, 1 October 2013**. The agenda will be distributed on Friday, 4 October 2013.



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