

Augusta Margaret River Bush Fire Advisory Committee

Agenda

For the meeting to be held
Wednesday, 19 May 2021
Margaret River Council Chambers
41 Wallcliffe Road, Margaret River
Commencing at 6.00pm

Notice of Meeting

Please be advised that a meeting of the Augusta Margaret River Bush Fire Advisory Committee will be held on 19 May 2021, commencing at 6.00pm

Margaret River Council Chambers
41 Wallcliffe Road
Margaret River WA 6290

If you are a member of the public who would like to attend the meeting, or if you are a committee member who is unable to attend, please contact Lisa Garstone, Emergency Services Administration Officer.

P: 9780 5639

E: lgarstone@amrshire.wa.gov.au

Order of Business

Agenda Listing	Subject
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Notice of meeting
Order of business

- 1.0 Declaration of opening**
- 2.0 Attendance / Apologies / Non-attendance**
 - 2.1 Attendance**
 - 2.2 Apologies**
- 3.0 Question time for the public**
- 4.0 Disclosure of members' interests**
- 5.0 Confirmation of minutes of previous meeting**
 - 5.1 Bush Fire Advisory Committee Minutes: 17 February 2021**
- 6.0 Business arising from previous minutes**
 - 6.1 Action List**
- 7.0 Reports from Shire Officers and Delegates**
 - 7.1 Chief Bush Fire Control Officer**
 - 7.2 Deputy Chief Bush Fire Control Officer**
 - 7.3 Shire Bush Fire Brigades**
 - 7.4 Acting Community Emergency Services Manager / Shire Training Officer**
 - 7.5 Shire Executive Officer / Representative**
 - 7.6 Shire Coordinator Ranger Services**
 - 7.7 Department of Fire and Emergency Services**
 - 7.8 Volunteer Fire and Rescue Service**
 - 7.9 Bush Fire Ready Facilitators**
 - 7.10 Department of Biodiversity Conservation and Attractions**
 - 7.11 State Emergency Services**
- 8.0 General business**
 - 8.1 DFES Volunteer Management Support Officer Update**
 - 8.2 Western Power Mitigation Activity Update**
 - 8.3 Outcome of WALGA Zone Meeting BFAC Agenda Item**
 - 8.4 Bush Fire Brigade Shire Email Addresses**
 - 8.5 National Volunteer Week**
 - 8.6 Fire and Biodiversity Forum**
 - 8.7 2021-22 Firebreak Notice and Bushfire Information Booklet**
 - 8.8 Consolidation of Training Calendars**
 - 8.9 Status of Proposed Exmoor Emergency Water Point**
 - 8.10 Removal of Yates Road Emergency Water Point Signage**
 - 8.11 Flashing Beacons and Magnetic Vehicle Signage for FCOs**
 - 8.12 Nomination of Molloy Island Fire Control Officer**
- 9.0 Matters for which the meeting may be closed (Confidential Items)**
- 10.0 Closure of meeting**

5.0 Confirmation of minutes of previous meeting

5.1 Bush Fire Advisory Committee Meeting Minutes: 17 February 2021

RECOMMENDATION/BFAC DECISION BFAC2020/XX

That the unconfirmed minutes of the Bush Fire Advisory Committee Meeting held 17 February 2021 be confirmed as a true and correct record of the meeting.

Moved: TBA

Seconded: TBA

Carried: X/X

6.0 Business arising from previous minutes

6.1 Action List

18/11/20	In relation to General Business Item 8.5, Diane Holland, Witchcliffe Captain/FCO, requested clarification on the issuing of Permits during the transition from the Unrestricted to Restricted Burning Period.	<p>18/11/20: The Committee discussed this issue and the preference was decided that Permits are to be issued to landowners who inform the Shire that they have commenced a controlled burn in the Unrestricted Burning Period that is, or will be, still alight during the Restricted Burning Period, as long as the burn is deemed safe to continue. However, David Holland, CBFCO, will investigate further and endeavor to clarify.</p> <p>17/2/21: David advised the Committee that after a bit more research, and finding that there was no real documentation that clarifies the issue faced by FCOs issuing Permits during the transition from the Unrestricted to Restricted Burning Period, he suggested that additional text be added to the Shire's Firebreak Notice such as 'this includes for any burn lit prior to the Restricted Burning Period, and which is still burning on the start date of the Restricted Burning Period.' David to discuss this additional text with the Rangers for consideration as a possible inclusion in the 2021-22 Firebreak Notice and Bushfire Information Booklet.</p>	In progress	David Holland
17/02/21	Peter Warrilow, Karridale BFB, raised the concern his Brigade has with the current 5-day length of deployments. He stressed that the Brigades were always keen to assist, but that 5 days is just too long for most members.	<p>17/2/21: David Holland advised the group that he recently spoke with DFES Superintendent, Phil Brandrett, about the issue, who suggested he take the concern to the next ROAC to be passed onto other forums.</p>	In progress	David Holland

7.0 Reports from Shire Officers and Delegates

7.1 Chief Bush Fire Control Officer

- Well, I think that this will be the shortest report I have ever! Perhaps this is due to the mild weather we experienced over autumn, good proactive advice to the community from Brigades, the result of fuel reduction efforts or maybe it is due to the good behaviour of landowners and visitors taking heed of the fire prevention messaging. Whatever it is, we have experienced what I think is the quietest bushfire season I can remember.
- A Section 46 declaration was enacted for the Easter long weekend due to the forecast of dry and windy weather and we were concerned that absentee landowners would be tempted to light burns on their property and not supervise them correctly.
- My thanks to the FCO's for their diligence in providing our community with Permits to Burn. There were over 130 permits issued this season with very few "issues". We received a note of thanks from the Wine Association for the recognition of the difficulty that they face each year from the threat of smoke taint and the efforts we went to in consideration of those difficulties. Adam and I met with the association and maintained a level of communication which enabled us to try to avoid the potential of smoke taint.
- Due to the amount of rain that fell in late April we were able to bring forward the close of the Restricted Burning Season by two weeks. My thanks to Quentin and Lisa for managing this process while I was on leave in the sunny Kimberley region.
- Please keep yourselves safe and thank you for your dedication and support.

7.2 Deputy Chief Bush Fire Control Officer

- Thank you to all FCOs for issuing all the Permits requested during this restricted period.
- Decision was made to suspend restricted burning and open the season due to extensive rainfall received and forecast.
- Still a slight risk of the landscape drying out enough to allow a fire to run in bushland, so stay alert for a few more weeks at least.
- I am planning on visiting brigades, during the winter months, to meet brigade members.

7.3 Shire Bush Fire Brigades

Alexandra Bridge

- Nothing to report.

Cowaramup

- We have only attended 2 incidents since the last BFAC meeting.
- Our 4.4 assisted DBCA for a day at the Chapman Burn on 24 April.
- Training continues every Thursday night and the 2nd Sunday of the Month.
- Gates and bollards have been installed around the Brigade, in the hope of deterring locals from using the carpark as a skid pad.
- AGM is scheduled for 10 June 2021.

East Augusta

- TBA

Gracetown

- Training held regularly each fortnight with good member turnout.
- Several Permits issued.
- Brush pile at Fire Shed reopened.

Karridale

- Regular fortnightly training has now wound down for winter.
- From now on will be monthly training/maintenance.
- There has been feedback from a few community members regarding a ranger visit or compliance letter/fine but not given to a nearby property that was clearly non-compliant. We have identified a few properties as well and nothing has happened.

- New truck brakes have failed already (after only a few months), were fixed but FYI.
- We still have multiple fitting sizes which do not work together, e.g. Karridale 3.4 does not fit subdivision tank or Kudardup 4.4. Can we please request again that there is an audit done by AMRS that every vehicle and tank within the AMRS have compatible fittings/adapters including with DBCA/DPaW.

Kudardup

- TBA

Molloy Island

- Molloy Island held its AGM on Monday 10 May.
- Eileen and John Matten have stood down from their positions as Captain and FCO after a combination of 26 years. They will remain as Auxiliary for a year to assist in transition.
- New appointments are:
 - Captain - Tony Shapkaris
 - 1st Lieutenant - Chris Robertson
 - 2nd Lieutenant - Kevin Nash
 - Training Officer - Chris Robertson
 - Secretary/Treasurer - Sheena Cole Bowen
 - Maintenance Officer - Chris Jones
 - FCO Nomination - Peter Nash (for Shire approval)

Rosa Brook

- Nothing to report.

Wallcliffe

Training

- Monthly training and mid-month training very well attended. Topics covered included radio use, on and off-road driving, water points, pump and hose drills, control burns, crew safety drills, call out procedures, and viewing the new Dead Person Zone video.

Membership

- Membership is 72 Active trained firefighters, 3 Probationary members and 15 Auxiliary members. Total 90 BFB/FRS members

Brigade Activities

- Bushfire - 2 (Smoke reports), Structural - nil, Out of Shire deployment - nil, Interstate deployment - nil.

Transition to DFES

- Brigade appliances currently being assessed by DFES. A number of repairs and compliance issues have been raised. Land transfers are still being dealt with by government departments.

Witchcliffe

- It has been a busy period for Permits since moving to the restricted period but it remains very quiet otherwise. The brigade has completed one moderate size burn pile for a landowner.
- We have had several members participating in training courses. One has completed the basic training and two others are part way through the two weekends. We also had one complete SFF and BA and three of us have completed the new Fire Weather Course.
- June Cunningham accepted a weeklong deployment to Kalbarri where she assisted the Cyclone Seroja IMT by providing support with data entry into WebIOC. It was a great experience for her in that role.
- She initially flew out of Busselton with the SES crew and returned with them by vehicle.
- Our AGM is scheduled for Friday 4 June at 6.15pm.

- We were saddened as a brigade by the passing of Margaret Good in early March. Margaret has been an auxiliary member of our brigade for just over seven years and she served alongside her partner of many years Kym Sandover, who remains an active firefighter with us. Our deepest sympathies were expressed to Kym and brigade representatives were able to attend the funeral even though some COVID restrictions remained at the time.

7.4 Community Emergency Services Manager / Shire Training Officer Prevention

Mitigation Works

- Preparation work has commenced on prescriptions for the Autumn burning period. Due to the summer and ongoing rain and TC Seroja commitments there have been limited opportunities to achieve any burns. We continue to monitor the weather to identify suitable opportunities
- Planning is underway for the next round of Mitigation Activity Funding. The Grant Application has been submitted and we await a decision on the submission.

Preparedness

Training

- The following upcoming training courses are available for registration:
 - Machinery Supervision/Plantation Firefighting - 12-13 June - Wallcliffe BFB (Registrations Close 28 May)
 - Bushfire Safety Awareness - 26-27 June - Rosa Brook BFB (Registrations Close 11 June)
- Please distribute the above course info to your members.
- If members wish to attend both the Machinery Supervision and Plantation Firefighting courses, they will need to apply for both courses separately on eAcademy. Alternatively, they can apply for one or the other.
- Participants are to lodge their training nominations for all courses via the DFES eAcademy.
- St John First Aid Training will also be organised from July through to October.

Fire Shed Maintenance

- We are currently in the process of reviewing a variety of maintenance services for each of the Brigades as follows:

Air Conditioning Servicing

- Servicing of all relevant Brigades was completed in October 2020.
- All relevant Brigades will be serviced again in late 2021.

Carpet Cleaning

- All relevant Brigades are currently in the process of being cleaned.
- All relevant Brigades will be cleaned again in May 2022.

Electrical Tagging and Testing (incl RCD and Emergency/Exit Lighting)

- The annual tagging and testing of all Brigades is currently being organised and will take place within the next week or two.

First Aid Kit and Fire Extinguisher Servicing for Bushfire Appliances

- The 6-monthly servicing of all Brigade Fire Extinguisher and First Aid equipment is currently in the process of being organised and should take place within the next week or two.

Gutter Cleaning

- Gutter Cleaning of all relevant Brigades was completed in November 2020.
- All relevant Brigades will be cleaned again prior to Fire Season in late 2021.

Pest Control Treatment

- Annual treatment of all Brigades is currently being organized and should take place within the next week or two.

Roller Door Servicing

- Servicing of all Brigades was completed in November 2020.
- Brigades will be serviced again in late 2021.

Water Filter Replacement

- Brigades that currently have water filters have been asked to source and replace the filters for their specific systems themselves and then email the tax invoice receipt through to the Emergency Services Admin Officer for reimbursement.
- For those Brigades that do not currently have a water filter installed, and would like one, please notify Adam or Lisa.

Layflat Hose Testing

- All Brigade hose testing was completed in June 2020.
- Any repairs have since been completed and returned to the relevant Brigades.
- Hose testing is carried out on an annual basis.

PPE Orders

- An updated Shire PPE Order Form was emailed out to Brigades on 27 April 2021 (*please refer to Attachment 8.4.1*),
- The main differences of this newly updated form include:
 - Addition of info re the available lengths in the Trousers.
 - Addition of Women's size option in the boots.
 - Change in sizes of the new 3M Full Face Respirators (now available in S, M or L).
- We are changing over from the Oliver Wildland boot to the Magnum Vulcan Lite boot which, as well as coming in a Women's version, also comes with the zip kit already attached.
- If you require any additional PPE/C not listed on the form mentioned above, please email Lisa.
- The Shire will exhaust all remaining PPC stock before commencing with the issue of the new style Level 1 jackets and trousers.
- Please note that the sizing of the new style Level 1 PPE is slightly different to the old style. The new trousers no longer have an elasticated waist and the jackets are a slimmer fit.

Brigade AGMs

- Brigades should be getting ready to hold their 2020/21 AGMs.
- Following your AGMs, please forward the following information through to Lisa by 15 July 2021 (or as soon as practically possible following your meeting):
 - Meeting Minutes
 - Financial Statement (*please refer to Attachment 8.4.2*)
 - Brigade Officers (Office Bearers) (*please refer to Attachment 8.4.3*)
- Any queries please don't hesitate to contact Lisa or Adam.

Brigade Contact Lists

- Once Lisa has made all the relevant updates to the Brigade Office Bearers in the Shire records and DFES RMS systems, she will begin to distribute the Brigade Membership Contact Lists to the Brigade Captains and Secretaries for review.
- Please ensure that these contact lists are reviewed in a timely manner, and any updates sent back to Lisa by the requested date.
- Please be mindful when displaying/distributing the contact lists for review as they contain sensitive information and personal details of your members.
- The Contact Lists are required to be reviewed and updated at least once per year in accordance with the *Bush Fires Act 1954* and ensure our Brigade membership numbers, contact details and position/ranks are up to date prior to fire season.

Acting Community Emergency Services Manager

- Adam is currently on secondment with DFES as Acting Area Officer Leeuwin.
- In his absence, Lisa will be backfilling Adam's role as Acting CESH.
- Lisa will be heading off on annual leave for 4 weeks as of May 22, so our new Coordinator Ranger Services, Narelle Graue, will be Acting CESH until Adam's return to the office on May 31. However, Adam will then be on annual leave for a week, where Narelle will once again be covering his position.
- To make it a bit clearer who will be who over the next few weeks, please see below:
 - Lisa Garstone Acting CESH 3 May to 21 May
 - Narelle Graue Acting CESH 24 May to 28 May
 - Adam Jasper CESH 31 May to 4 June
 - Narelle Graue Acting CESH 7 June to 11 June
 - Adam Jasper CESH 14 June onwards

DFES VHF/UHF Hand-Held Radio Audit

- DFES are conducting a state-wide audit of all DFES supplied UHF and VHF handheld radios to BGUs.
- Brigades have been asked to provide Lisa with the Make, Model and Number you have at each of your Brigades.
- The audit applies to DFES supplied units only, so please do not include any radios that you have self-funded.
- If you are a dual-registered Brigade, you will receive an email requesting the same information, so please ensure you only report the requested information once.
- The above requested information is to be forwarded to Lisa by no later than Wednesday, 30 June 2021.

Local Government Grant Scheme (LGGS) and Shire Budget

- Lisa has sourced and distributed all remaining items on your 2020/21 ESL Wish List requests.
- We await approval for the recent Capital grant application normally received in July.

Appliance Servicing

- All deployed vehicles were subject to a service and COVID clean upon their return, including the HSV.

Transition

- DFES are currently working through their compliance requirements to facilitate the transition of the two Brigades.

Response

- Nil

Recovery

- Nil

7.5 Shire Executive Officer / Representative

- TBA

7.6 Shire Coordinator Ranger Services

- TBA

7.7 Department of Fire and Emergency Services

- TBA

7.8 Volunteer Fire and Rescue Service

- TBA

7.9 **Bush Fire Ready Facilitators Reports** **Bush Fire Ready Facilitator (North)**

- Since the February BFAC meeting, I have attended another community meeting in the Burnside area. 37 local residents attended the meeting and Bushfire Preparation Toolkits were discussed and handed out.
- I will be attending the Bushfire Ready State Facilitators Forum at the Bushfire Centre of Excellence in June. If any brigade delegates want me to raise any particular matters, please contact me after the meeting. I will be asking questions about the new 'Bushfire Attack Level standards' as this topic seems to be gaining a bit of traction in the media for both our Shire and the City of Busselton.

Bush Fire Ready Facilitator (South)

- TBA

7.10 **Department of Biodiversity Conservation and Attractions**

- PowerPoint Presentation to be given at the meeting.

7.11 **State Emergency Services**

Incidents & Events

Low number of incidents over the 3 months, but very busy the last three weeks with cyclone recovery support:

- **TC Seroja deployment:** 6 members deployed over three weeks, for Taskforce 1, 2, and 3.
- **Ambulance assist:** 1 request for injured person in Kilcarnup (stood down before attended).
- **Storm damage:** One minor incident in Feb and April.
- **Water bomber:** Request in March but stood down.
- **Fire support:** Transfer of local crew in Feb from MR to Augusta
- **Community Engagement:** Members ran the Breakfast Bar at the MR Farmers Market in Feb, good fundraising and provision of information to the community. Members provided emergency services activities to the MR Recreation Centre Kids Club, 50 children kept involved and active for 1 ½ hours.

Training

- Members attended Navigation, Storm Damage, Chainsaw operator and BGR/USAR.
- Vertical Rescue team training in collaboration with caving groups to support cave response capability.
- Weekly Monday-night training proceeding well with 15-20 members.

Administration & Other

- Membership increased to 44 members after successful recruitment campaign for operational and administrative members.
- GRU (General Rescue Utility) Isuzu D-Max is on hold for regional areas due to concerns not fit for purpose.
- Vertical Rescue training tower enhancements approved by DFES and project manager appointed. These include safety upgrades, lighting, an enclosed space for cave rescue training and a staircase for general rescue training. Lighting installed. Designs work with Margaret River engineering.
- Collaborating with VFRS and DFES on site plans for the adjacent fire station, ensuring suitable access to SES facilities in case of major incidents.
- Approval process continuing for ablutions in the shed to supplement the two toilets at the SES facility.

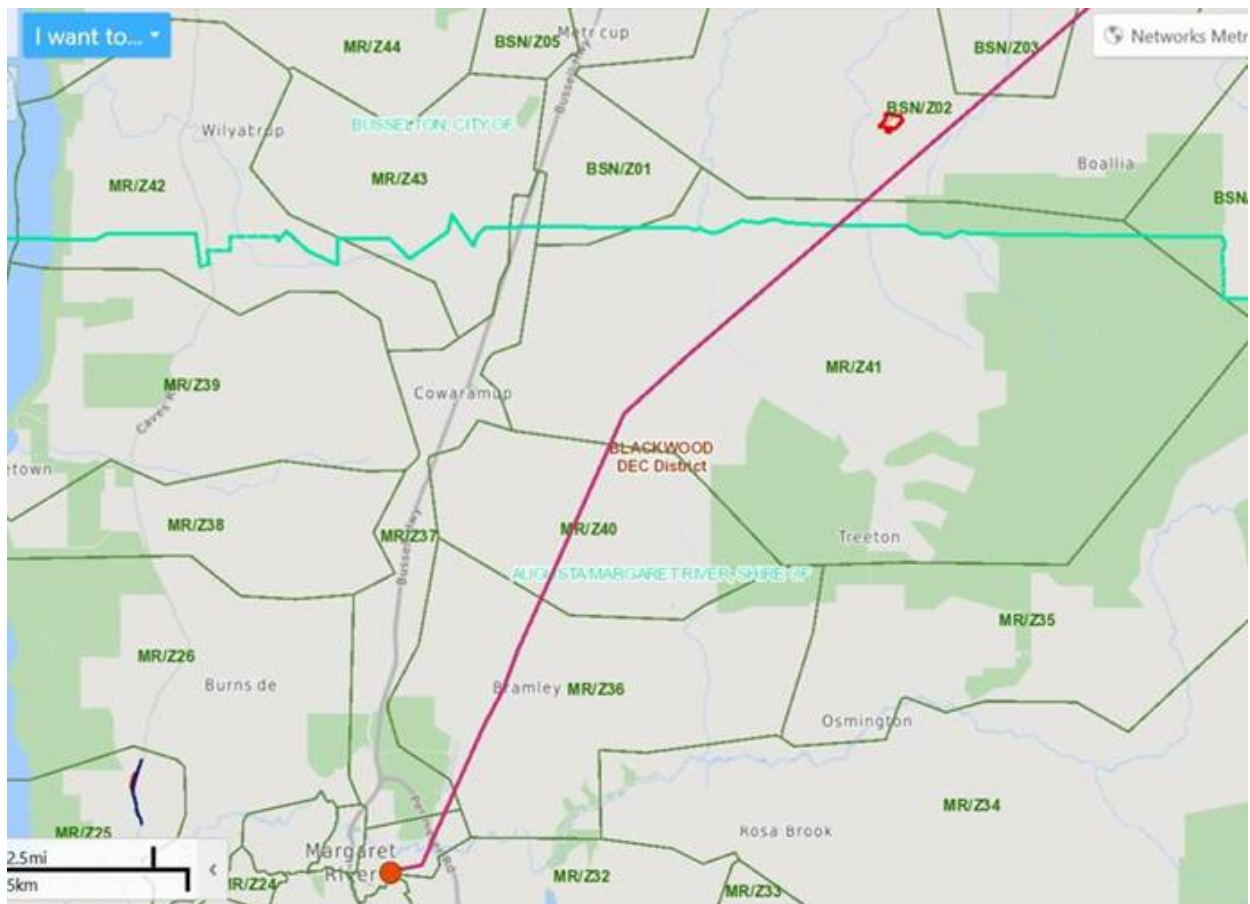
8.0 General business

8.1 DFES Volunteer Management Support Officer Update – Linda Ashton

- DFES Volunteer Management Support Officer, Linda Ashton, will be in attendance to provide the Committee with an update on what the role entails and to answer any queries you may have.

8.2 Western Power Mitigation Activity Update – Acting CESM

- This region is considered a part of the Western Power Bush Fire Mitigation (BFM) programme.
- Inspections began in March 2021 and will continue through to Jun 2021.
- Cutting for March 2021 inspection is commencing imminently.
- The below map shows the areas we're inspecting this year.



- 102 Spans had Dead/Dying/Diseased treated (total removal or specific limbs).
- 155 Spans are currently in the scoping process for removal
- The vegetation on the specific East Augusta line that we discussed at the August 2020 meeting was cleared around Christmas last year.

8.3 Outcome of WALGA Zone Meeting BFAC Agenda Item – Acting CESM

- At the BFAC meeting held in February, the committee carried a motion recommending that the Shire, at the WALGA South West Country Zone meeting in April, request that the Bureau of Meteorology upgrades the weather stations in the South West corner to include a weather radar, along with anything else required to improve weather forecasting in the Lower South West region, including the Shire of Augusta Margaret River (*BFAC2021/03*).
- An agenda item was prepared for the WALGA Zone Meeting, which was held on 23 April 2021, and the outcome was as follows:

RESOLUTION

Moved: Cr Ian Earl
Seconded: Cr Paul Gillett

That the South West Country Zone of WALGA:

1. Notes the concerns of the Shire of Augusta Margaret River's Bush Fire Advisory Committee in relation the need for accurate weather forecasting.
2. Requests that WALGA write to the Bureau of Meteorology requesting upgrades to the weather stations in the South West Corner to include a weather radar to improve weather forecasting in the Lower South West region.

CARRIED

- An extract from the Minutes of this meeting are included as an attachment to this Agenda (*please refer to Attachment 8.3.1*).

8.4 Bush Fire Brigade Shire Email Addresses – Acting CESM

- When the Bush Fire Brigades were provided with their Samsung tablets, each Brigade was also issued with a generic Shire email address account.
- Over the years, use of these generic Shire email addresses has diminished, with only one Brigade currently utilising their Shire email account.
- The Shire's ICT Business Unit are currently in the process of decommissioning the Shire's exchange server used for hosting these email addresses.
- The remaining mailboxes are all to do with Bush Fire Brigades.
- As only one Brigade currently uses their Shire email account, ICT would like to suggest removing all accounts to simplify the Shire's setup and reduce complexity.
- If it's decided that all Brigades wish to switch over to a new email platform, ICT would recommend setting up a separate domain and tenant to manage their mailboxes independently.
- ICT would like to close these accounts as soon as possible, so please let Lisa know of your intentions in regard to the future use of these generic Shire email accounts.

8.5 National Volunteer Week – Acting CESM

- Please refer to the attached flyer (*Attachment 8.5.1*).
- If you require any further information, please contact Kim Rosenfeld at krosenfeld@amrshire.wa.gov.au.

8.6 Fire and Biodiversity Forum – Acting CESM

- Please refer to the attached flyer (*Attachment 8.6.1*).
- If you require any further information, please contact Carole Peters at fabforum21@gmail.com.

8.7 2021-22 Firebreak Notice and Bushfire Information Booklet - Wallcliffe BFB

- Wallcliffe Brigade requests an update on the progress of this Notice and asks for the DRAFT to be forwarded to Brigades before the August BFAC meeting to allow members to make comments to their delegates before the August BFAC meeting.
- This is also to allow us as delegates of a Council Advisory Committee to vote for or against any items in the Notice at the August BFAC meeting and ensure timely distribution of this Notice.

8.8 Consolidation of Training Calendars - Wallcliffe BFB

- Request that DFES, Bushfire Centre of Excellence and Local Government liaise with the e-Academy and only issue one Training Calendar per year.
- Different training responsibilities could be colour coded to reflect authorities' individual roles and responsibilities.

8.9 Status of Proposed Exmoor Emergency Water Point - Wallcliffe BFB

- What is the status of the proposed Emergency Water Point on the corner of Exmoor and Harrington roads?

8.10 Removal of Yates Road Emergency Water Point Signage- Wallcliffe BFB

- Wallcliffe Brigade requests the removal of the Emergency Water Point signage on Yates Road.

8.11 Flashing Beacons and Magnetic Vehicle Signage for FCOs – Cowaramup BFB

- That FCOs be issued with flashing beacons and magnetic signs for vehicles.

8.12 Nomination of Molloy Island Fire Control Officer – Molloy Island BFB

Due to the resignation of John Matten from the position of Molloy Island FCO, nominations for the position were called for at the Molloy Island BFB AGM on Monday, 10 May 2021, and the following nomination has been received:

- Peter Nash – Molloy Island FCO

The nominee has accepted the nomination.

9.0 Matters for which the meeting may be closed (Confidential Items)

TBA

10.0 Closure of meeting