

# Augusta Margaret River Bush Fire Advisory Committee

## Agenda

For the meeting to be held  
Wednesday, 20 May 2020  
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 20 May 2020, commencing at 6.00pm

Margaret River Council Chambers  
41 Wallcliffe Road  
Margaret River WA 6285

This particular meeting will be closed to members of the public.

If you are unable to attend the meeting, please contact Lisa Garstone, Executive Assistant.

P: 9780 5639

E: [lgarstone@amrshire.wa.gov.au](mailto:lgarstone@amrshire.wa.gov.au)

# Order of Business

<b>Agenda Listing</b>	<b>Subject</b>
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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: 19 February 2020**
- 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 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 Reports**
  - 7.10 Department of Biodiversity Conservation and Attractions**
  - 7.11 State Emergency Services**
- 8.0 General business**
  - 8.1 Shire Autumn Burning Program Updates – Adam Jasper, CESM**
  - 8.2 Biodiversity and Conservation Form – Adam Jasper, CESM**
  - 8.3 New Member Application and Induction Process – Adam Jasper, CESM**
  - 8.4 Deputy Chief Bush Fire Control Officer Position – Adam Jasper, CESM**
  - 8.5 Permit Notifications – David Holland, CBFCO**
  - 8.6 Emergency Services Monthly Updates – Wallcliffe BFB**
  - 8.7 Strategy Sub Committee – Wallcliffe BFB**
  - 8.8 Western Power – Wallcliffe BFB**
  - 8.9 DOAC / ROAC Minutes – Wallcliffe BFB**
  - 8.10 Nomination of Rosa Brook BFB BFAC Delegate and Proxy – Rosa Brook BFB**
  - 8.11 Nomination of Rosa Brook BFB Osmington FCO – Rosa Brook BFB**
- 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: 19 February 2020**

**RECOMMENDATION/BFAC DECISION BFAC2020/XX**

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That the unconfirmed minutes of the Bush Fire Advisory Committee Meeting held 19 February 2020 be confirmed as a true and correct record of the meeting.

**Moved: TBA**

**Seconded: TBA**

**Carried: TBA**

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**6.0 Business arising from previous minutes**

**6.1 Action List**

Nil

## 7.0 Reports from Shire Officers and Delegates

### 7.1 Chief Bush Fire Control Officer

- It has been a very quiet bush fire season in our Shire, probably the quietest in memory! Most Brigades have not needed to attend to any fire within our own Shire, but most Brigades have offered appliances and volunteers to assist combat fires out of our Shire. All Brigades have maintained their training schedules and are ready and willing to assist when called upon. However, we then had the Covid-19 issues, Brigades stopped all training and meetings. Turnout procedures were developed to ensure that only a minimum number of crew numbers would respond to an incident in the first instance. Thank you to all Brigades for their assistance in developing a modified turnout procedure.
- The Restricted Burning Period commencement was delayed due to unfavourable weather conditions. Once implemented, it was noticeable that there were very few permits issued early in the season. We made up for this later as the weather became more favourable and landowners started reducing fuel on their properties. The new requirement for a permit for the 1 cubic metre garden refuse came into force and it was noticeable how many people would undertake this kind of fuel reduction. Thank you to all of the FCOs for their assistance in working with the modified restrictions of what we would allow permits to be issued for, namely, no bush burning and the delay in burning windrows, etc.
- One of the many casualties of the Covid-19 shutdown was an event that had been organized in Dunsborough to raise funds for the families of the three fire fighters who were killed during the NSW fires. Unfortunately, the event had to be cancelled due to the restrictions on gatherings. Please see below an email that I received from the event organisers which thanked the Shire's Bush fire Brigades for its donation of \$3,000.

*Dear David Holland - AMR Shire Brigades*

*As you read this, the devastating bushfire events during the summer of 2019-20 may seem a long time ago. More recent events have captured the world's attention and changed the way we all interact now and maybe forever.*

*Our Bushfire Fundraiser was an event that promised to unite the community and at the same time show our support for the families of three brave individuals: firefighters killed while protecting their own communities.*

*The two events, a golf competition and a gala night promised to provide a full day of exciting competition and a social gathering showcasing the talents of our local chefs and wineries, all supported by local businesses in the form of sponsorships and services.*

*Sadly, the COVID-19 outbreak and the ensuing restrictions meant that none of these events could happen. We were deeply saddened that our efforts to support the families would be compromised but we would not compound the problems we all faced by proceeding with the events.*

*We were overwhelmed by the support of individuals who registered for places on one or both of the events. In fact, the golf competition was over-booked to the point where we introduced a wait-list. A field of 144 players hitting off on a shotgun start would have been really impressive.*

*In total, we had 152 golfers registered (8 on the waitlist) and 154 registered for the gala night. We were confident that we would have reached our capacity of 200 for the gala night.*

*The funds we raised for these events came from bookings and donations with additional fundraising from auctions that we had planned for the gala night. Our intended amount of \$100,000 seemed very achievable.*

*One positive aspect of this fundraiser is that we incurred no expenses at all in putting on the events. The support from our sponsors was amazing and we would*

*like to thank them all. We would like to single out the following organisations and people for special mention: Wills Domain winery, Coby Cockburn from Blue Manna restaurant and the Dunsborough Lakes Golf Club. We would also like to thank the Shire of Augusta Margaret River Bushfire Brigades for their kind donation to a cause that is acutely close to their hearts.*

*COVID-19 changed everything. Not only did we have to cancel the fundraising events, but the broader economy suffered, causing financial concerns for many.*

*Although the events were cancelled in March, we have had to dismantle things in the form of cancelling services from sponsors and processing refunds for individuals who requested them. Those activities are now complete, and we are planning to make the payment to the families during the week of 4 May 2020.*

*The final total which will be divided three ways is \$27,959.80 (plus a small amount of interest which will be paid at the end of April.)*

*We want to thank everyone who was involved in the fundraiser, either as a sponsor, donor or participant. Your kindness is really appreciated. Please stay safe in this worrying time and we hope to see everyone when this situation is over, and we can gather together again.*

- I have been involved in the working group designing the new replacement for the Light Tanker. I am able to advise that a tender has been let to build the new design, which is based on a Toyota Landcruiser cab chassis. It will have a deluge system and a new locker design. Frontline Fire & Rescue will be building a couple of prototypes and I will try and get one for our Shire to try out.
- Finally, I would like to take this opportunity to thank Brett Trunfull for his dedication and service to the Shire as the Deputy Chief from 2013. Brett was a great support to me and I was always very confident in his ability to manage the Shire in my absence.
- Please keep yourselves safe and thank you for your dedication and support.

## **7.2 Deputy Chief Bush Fire Control Officer**

- As per CESM Report.

## **7.3 Shire Bush Fire Brigades Alexandra Bridge**

- TBA

### **Cowaramup**

- TBA

### **East Augusta**

- No training due to Covid-19.
- 3 permits issued.

### **Gracetown**

- TBA

### **Karridale**

- TBA

### **Kudardup**

- TBA

### **Molloy Island**

- Nothing to report.

### **Rosa Brook**

- Like everyone it has been fairly quiet since the last BFAC.
- Not long after the previous meeting Keith and Sally Scott have taken on a caretaker position at Yougawalla Station as such are taking a leave of absence for a while. As a consequence, Keith has resigned as Osmington FCO and the BFAC Delegate.
- Andrew Newnham has moved to temporarily fill the Osmington FCO position and has moved to BFAC Delegate with Mark Ridge taking on Proxy. The FCO position will be filled at our AGM which is being held on the 15 June.
- We have only attended one incident and conducted three HRBs since the last meeting.

### **Wallcliffe**

#### **Training**

- 13 Members have been nominated for the next First Aid Course when it becomes available. 5 of our members completed their Intro and Bushfire Training courses at Witchcliffe and Wallcliffe. One brigade training session was conducted before training was suspended due to the pandemic.

#### **Membership**

- Currently 63 Active Trained Firefighters, 10 Probationary members and 13 Auxiliary members. Total 86 BFB/FRS members.

#### **Brigade Activity**

- Bushfires - 1, Structural fires - 2, Fuel reduction burns - 1, Interstate deployment locations - Nil, State deployment locations – 1.

#### **Transition to DFES**

- Discussion between the LG and DFES will recommence once the pandemic requirements are lowered.

### **Witchcliffe**

- It has been a busy period for permits since 31 March. I have been unable to get numbers from my other two FCOs, but I have written 32.
- The brigade was required to attend an escaped burn on Forest Grove Road. This was a landowner who was burning without a permit. We also attended a smaller backyard burn in the town site that was again lit without a permit and was called in by a neighbour who was concerned that enough care had not been taken to maintain control.
- Training has been suspended due to Covid-19 but we set up a couple of social sundowners by Zoom on our normal training nights and this was another option to stay connected and a means of checking in with some of our crews in addition to providing them all with regular emails.
- We continued with minimal crew carrying out essential maintenance on station.
- Surprisingly we signed up a new member whilst in lockdown, he has moved to Margaret River, bought a block in Witchcliffe and is transferring from Dunsborough BFB where he was part-way through the basic training. He will now join our other 3 newer members who are waiting to complete the second weekend of basic training.
- We had four members who just got through both weekends of training prior to the lockdown and they have now completed their probationary period and we have welcomed them as active members and look forward to getting them back into brigade training shortly and out on a job to get real experience.



## 7.4 **Community Emergency Services Manager / Shire Training Officer**

### **Prevention**

#### **Mitigation Works**

- We are approaching the closure of this round of funding with approx. half the funds spent, and as in previous years, the ability to undertake HRB accounts for the majority of the unspent funds. This year will see the Shire apply for an earlier round of funding which will see funds become available early and thus allow us to undertake MAF Spring burning.

### **Preparedness**

#### **Training**

- Shire training at this stage remains on hold. In line with the recent announcement, Brigades can undertake in house training provided they comply with the 10-person maximum and the social distancing requirements.

#### **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

- All relevant Brigades will be serviced again in late 2020.

#### Carpet Cleaning

- All relevant Brigades will be cleaned again in late 2020.

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

- Next tagging and testing to be carried out in May 2020.

#### First Aid Kit and Fire Extinguisher Servicing for Bushfire Appliances

- All Brigade Fire Extinguishers will be serviced again in May 2020.
- First Aid Equipment will be serviced again in late 2020.

#### Gutter Cleaning

- All relevant Brigades will be cleaned again in late 2020.

#### Pest Control Treatment

- Some Brigades will be treated again in May 2020.
- Remaining Brigades will be treated in October 2020.

#### Roller Door Servicing

- All Brigades will be serviced again in late 2020.

#### 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 CESM Admin 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

- Next testing due to be carried out prior to fire season later in 2020.

#### **PPE Orders**

- Please use the new Shire PPE Order Form (*please refer to Attachment 8.3.6*) to ensure that your orders contain all the required information.
- 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.

#### **Local Government Grant Scheme (LGGS) and Shire Budget**

- The LGGS 2020/21 application has been submitted with a request for a substantial increase due to appliance servicing and changes to the full faced respirator.

#### **Response**

- Nil

#### **New Memberships**

- Nil – as per Agenda Item 8.3

#### **Recovery**

- Nil

### **7.5 Shire Executive Officer / Representative**

- TBA

### **7.6 Shire Coordinator Ranger Services**

#### **Reported Incidents**

11/03/2020

- Report of fire being lit during Prohibited Burning Period – Mammoth Street, Witchcliffe.
- Ranger attended and residents were extinguishing a fire they had lit in a drum on their back verandah – residents were unaware that they were not permitted to light a fire.
- Written warning issued.

20/03/2020

- Report of fire being lit during Prohibited Burning Period – Bovell Avenue, Margaret River.
- Ranger attended and observed resident burning a small pile of garden refuse – resident was unaware that the Prohibited Burning Period had been extended and extinguished fire immediately.
- Ranger advised that a Permit is required for burning garden refuse in Restricted Period.
- Written warning issued.

23/03/2020

- Report of fire being lit during Prohibited Burning Period – Hermitage Drive, Margaret River
- MR Brigade attended fire and reported to Rangers.
- Rangers contacted resident who was unaware that the Prohibited Burning Period had been extended.
- Written warning issued.

25/03/2020

- Report of resident lighting heaps of garden refuse without a Permit – Gimbel Road, Deepdene.
- Ranger spoke with the property owner who was unaware of the requirement to obtain a Permit.
- Verbal warning and advice provided.

5/04/2020

- Report of a fire in a backyard – Fantail Place, Margaret River.
- Ranger attended and occupants had a large fire pit burning in the backyard – they thought they were allowed to have a fire as it was no longer Prohibited Burning Period.
- Fire extinguished and written warning issued.

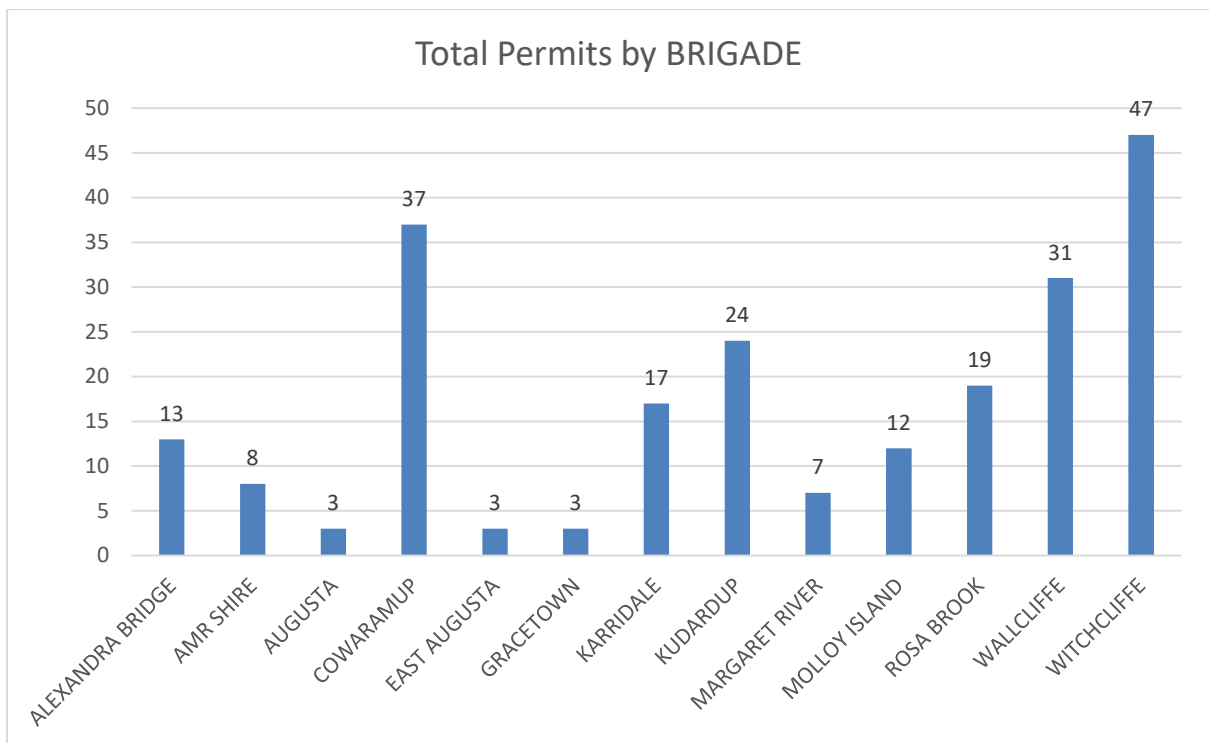
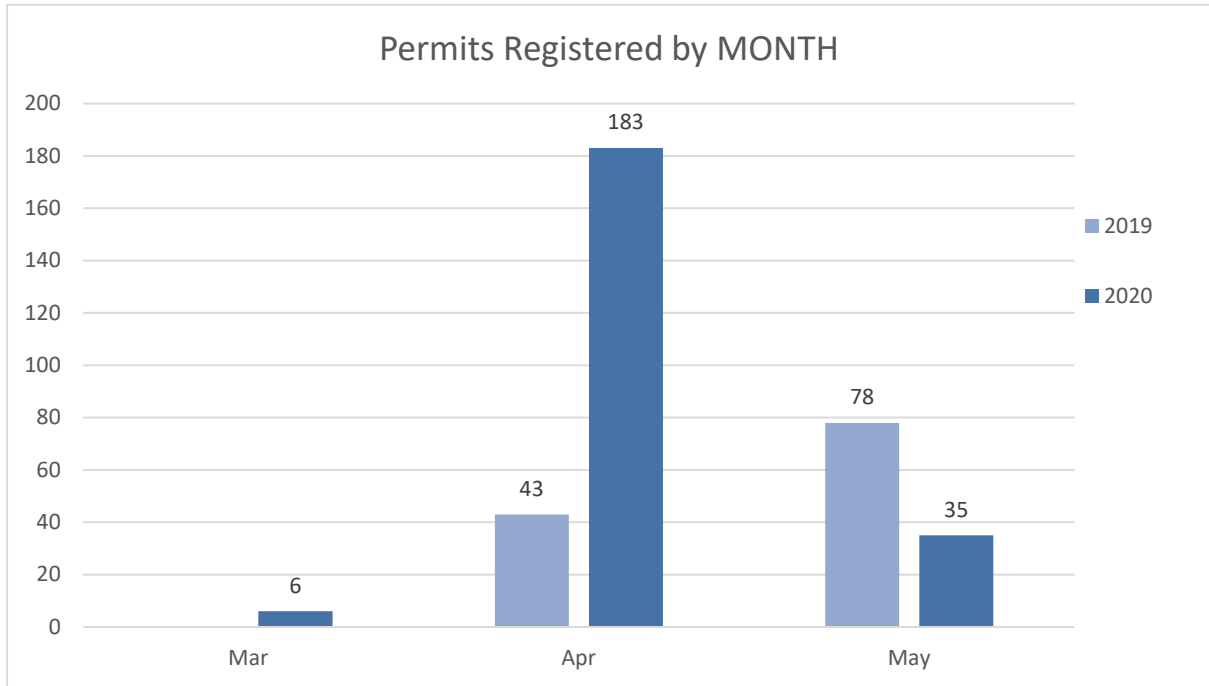
6/04/2020

- Report of a resident burning without a Permit – Mammoth Street, Witchcliffe.
- Ranger attended and spoke with property owner who was not aware of requirement to obtain a Permit.
- Written warning issued.

14/04/2020

- Report of resident burning off without a Permit – Sebbes Road, Forest Grove.
- Ranger attended and spoke with occupant who was unaware of the requirement to obtain a Permit.
- Written warning issued.

<b>2020 Restricted Burning Period (15 Mar – 12 May)</b>		
<b>PERMITS Registered with AMR Shire</b>		
<b>BRIGADE</b>	<b>Issuing FCO</b>	<b>No. of Permits</b>
<b>Alexandra Bridge</b>	Tony Mostert	13
	<b>Total</b>	<b>13</b>
<b>Augusta</b>	Brendan Jordan	3
	<b>Total</b>	<b>3</b>
<b>Cowaramup</b>	Ian Earl	16
	Geoff Jenkins	7
	Tim Garstone	4
	Billy Pascoe	10
	<b>Total</b>	<b>37</b>
<b>East Augusta</b>	Peter Brindley	3
	<b>Total</b>	<b>3</b>
<b>Gracetown</b>	Peter Delfs	3
	<b>Total</b>	<b>3</b>
<b>Karridale</b>	Paul Vanzetti	2
	Simon Hanson	15
	<b>Total</b>	<b>17</b>
<b>Kudardup</b>	Matt Nield	7
	Scott Hamilton	17
	<b>Total</b>	<b>24</b>
<b>Margaret River</b>	Leith Jones	7
	<b>Total</b>	<b>7</b>
<b>Molloy Island</b>	John Matten	12
	<b>Total</b>	<b>12</b>
<b>Rosa Brook</b>	Andrew Newnham	11
	Mark Ridge	8
	<b>Total</b>	<b>19</b>
<b>Wallcliffe</b>	Bob Baker	8
	Dave Kelly	19
	Ian Dowling	4
	<b>Total</b>	<b>31</b>
<b>Witchcliffe</b>	Dianne Holland	29
	Larry Brennan	16
	Richard Nash	2
	<b>Total</b>	<b>47</b>
	<b>Shire</b>	<b>8</b>
	<b>Total number of permits registered</b>	<b>224</b>



## **7.7 Department of Fire and Emergency Services**

### **DFES LSW Incidents & Arrangements**

- The state had its first decent storm impact our region from 5 to 6 May. This created some widespread damage to both homes, businesses, infrastructure and caused the blockage of several roads from fallen trees.
- DFES LSW had staff and volunteers on standby to assist in both incident management and running of the Regional Operation Centre in Manjimup.
- Local SES crews received 52 Requests for Assistance (RFA). 35 were completed by SES teams, 17 cancelled / referred / rejected for various reasons.
- Most calls were for roof damage or fallen trees, ranging from replacing the water tank inspection hatch for an elderly caller, to making safe and tarping an entire farmhouse near Donnybrook.
- There has also been an increase in structure fires around the Busselton area with a total of 12 for this calendar year.

### **Training**

- The Region has had to cancel some of its courses due to Covid-19, a plan was put in place to reinstate training and investigate possible alternative training options like utilising web-based platforms to deliver courses.
- Several volunteers were required to complete their annual Breathing Apparatus refresher. Due to the restrictions with Covid-19 this made it a challenge, so a trial web-based session has been conducted with great success.
- An initiative in sending out training themes to volunteers with articles to read and videos to watch has also been implemented. This allowed volunteers stuck at home to still be involved in brigade training and maintain enthusiasm.

### **DFES Regional Staff**

- Regional staff had split into two teams, this was initiated to restrict the potential of an outbreak in the LSW which could have affected DFES operational capability. The teams were rostered 2 days in the office and 2 days at home, minimising contact between members however still maintaining service delivery.
- Since the easing of restrictions, we have now returned to our normal working arrangements.

### **Volunteers**

- To keep our volunteers up to date we have been conducting weekly teleconferences to supply the latest Covid-19 news and any changes in our operating procedures. These have proved to be very successful with a nearly 100% attendance by Brigades from both the VFRS and SES.
- During the main stages of the Covid-19 restrictions Brigades had limited the activities on stations to essential checks and incident response only. Training and other meetings had been cancelled. Cleaning and social distancing measures were adopted with an audit of all PPE conducted. In the last few weeks we have been able to retract some of these conditions allowing Brigades to resume training and other activities, if they meet the social distancing guidelines.

## **7.8 Volunteer Fire and Rescue Service**

- TBA

## **7.9 Bush Fire Ready Facilitators Reports**

### **Bush Fire Ready Facilitator (North)**

- Since the last BFAC meeting in February I have not attended any community Bushfire Ready meetings. This activity has also been restricted due to the current pandemic.
- Members may be interested in DFES's new Burn SMART campaign which will be launched later this month. This program is to educate people about planned burning on private land. More details and the launch details can be accessed on the Volunteer Hub.

### **Bush Fire Ready Facilitator (South)**

- In partnership with Augusta Community Radio I am presenting a nine-part series titled 'From the Embers'.
- This series is based on the fires during 2019/2020 on the east coast of Australia.
- The first episode was based on the impact on community radio stations broadcasting emergency services warnings to their communities.
- The second episode was on the destruction of fire on the family home, the environment and the impact on wildlife carers.
- The broadcast goes to air each Friday at 1pm.
- You can tune in via 97.1FM, live stream on [www.2oceansfm.com.au](http://www.2oceansfm.com.au) or via TuneIn or other digital radio platforms.

### **7.10 Department of Biodiversity Conservation and Attractions**

- PowerPoint Presentation to be given at the meeting.

### **7.11 State Emergency Services**

#### **Incidents & Events**

- 4 March – Sugar Loaf Rock – land search – joint exercise with WAPOL and other LSW and SW SES units.
- 21 April – Ambulance assistance – Cosy Corner on Cape to Cape track.
- 25 April – Ambulance assistance – Augusta.
- 29 April – Ambulance assistance – Gas Bay – 2 events – linked with Rescue helicopter.
- 5 May – Extreme weather conditions:
  - Gracetown – roof damage.
  - Augusta hospital – structural damage.
- 6 May – Weather clean up:
  - Gracetown – secured water tank.
  - 6 x local Margaret River RFA's – damage to buildings and vehicles.
  - Team despatched to Busselton to assist Busselton SES.
- 8 May – Ambulance assistance – Cowaramup.

#### **Training**

- Regional training suspended due to COVID-19 precautions.
- Final Regional BGR training at Margaret River on 17 February.
- Joint Cave rescue familiarisation exercise held with caving groups on 21 March.
- Final full unit training held on Monday 16 March attended by District Officer.
- Four Unit members qualified for ATU operation.
- Unit training held weekly via ZOOM from 29 March.
- Plan to restart Regional training in small groups is under development.

#### **Administration and Other**

- Adrian Yates seconded to act as District Officer (DO) Natural Hazards LSW region until 14 June. David Hull acting Local Manager.
- ATU trailer sent for upgrade work, temporary hire trailer in use. No off-road capability during this period.
- General Rescue Utility Vehicle (Isuzu D-Max) evaluation – regional trials suspended during COVID-19 restrictions – awaiting notification of resumption.
- Weekly Regional COVID-19 update link using Web-ex run by DO for Unit management in Region.
- COVID-19 precautions instituted for all unit access and for all call out procedures. Additional cleaning regime at Unit.

**8.0 General business**

**8.1 Shire Autumn Burning Program Updates – Adam Jasper, CESM**

- TBA

**8.2 Biodiversity and Conservation Form – Adam Jasper, CESM**

- Prescribed Fire Conditions - Brigade Assistance to Private Property Owners  
(*please refer to Attachment 8.2.1*)

**8.3 New Member Application and Induction Process – Adam Jasper, CESM**

- To assist in ensuring a fast and efficient membership registration process, we have developed a new step-by-step Procedure for all new Bush Fire Brigade membership applications, along with a redesign of some of the associated forms, for review by the Brigades.
- Feedback on the Procedure and updated forms is welcome.
- Please refer to the following Attachments:
  - Bush Fire Brigade New Membership Application Procedure (8.3.1)
  - BFS Application to Join a Bush Fire Brigade Form (8.3.2)
  - VNPC Consent Form (8.3.3)
  - BFS Update of Membership Information Form (8.3.4)
  - Volunteer Firefighter Tour Orientation Checklist (8.3.5)
  - PPE Order Form (8.3.6)

**8.4 Deputy Chief Bush Fire Control Officer Position – Adam Jasper, CESM**

- TBA

**8.5 Permit Notifications – David Holland, CBFCO**

- TBA

**8.6 Emergency Services Monthly Updates – Wallcliffe BFB**

- Will the Shire ensure that all our Emergency Service Volunteers are receiving the DFES Emergency Services Volunteer Monthly Updates online?

**8.7 Strategy Sub Committee – Wallcliffe BFB**

- When will Brigades be informed of the acceptance/rejection of items submitted at our recent Strategy Sub Committee meeting?

**8.8 Western Power – Wallcliffe BFB**

- Can the Shire request Western Power to continue to address the buildup of fuel under their transmission lines throughout the shire before the next fire season?

**8.9 DOAC / ROAC Minutes – Wallcliffe BFB**

- Is it possible to distribute these committee minutes to all Brigade secretaries once they are received by the Shire delegate?

**8.10 Nomination of Rosa Brook BFB BFAC Delegate and Proxy – Rosa Brook BFB**

- Due to the resignation of Keith Scott from the position of BFAC Delegate, Rosa Brook would like to nominate Andrew Newnham and Mark Ridge to the positions of BFAC Delegate and Proxy respectively.

**8.11 Nomination of Rosa Brook BFB Osmington FCO – Rosa Brook BFB**

- Due to the resignation of Keith Scott from the position of Osmington FCO, nominations for the position will be discussed at the Rosa Brook BFB AGM in June and presented at the next BFAC meeting due to be held on Wednesday, 19 August 2020.

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

TBA

**10.0 Closure of meeting**