



City of Busselton
Geographe Bay

Bush Fire Advisory Committee

June 2023

The City of Busselton acknowledges the Traditional Custodians, the Wadandi people,
on whose land we are living, and pay our respects to Elders, past, present and emerging.



Welcome

Allan Guthrie
Chief Bush Fire Control Officer



Welcome:

- Acknowledgment of Country
- Attendance and Apologies
- Disclosure of Interests



Confirmation of Minutes:

- Confirmation of Minutes
 - Meeting held 14 March 23
 - Moved
 - Seconded
 - Table of Actions



No	Action Items	Who	Due By	Status or comment
Actions from previous BFAC Meeting (December 2022)				
4.3	BART 'how to use' training session	Matt du Plessis	May/June 2023	Administrators Forum 6 May, will be available via TEAMS Change of plans – need to work with trainers on a plan to get all brigades familiar before October. Need 'champions' to deliver this.
4.3	COMMS with air support and update on Pelican case radios	Todd Johnson	June 2023	Todd J to follow up with DFES Aviation and provide comment in June 2023 Todd to push forward for Sep Update BFAC (Aligns with Pre-season briefs)
4.3	Contaminated uniform bags from DFES	Matt du Plessis	June 2023	2 bags to be stored in each appliance – follow up in June 2023 to ensure distribution of bags in appliances COMPLETE - Bags to be handed out at BFAC June
4.3	Motion presented to council for awarding life membership within a brigade	Rachel Runco	June 2023	Ongoing
4.3	Brigade tablets, update to be provided for second submission	Todd Johnson	June 2023	Ongoing
Actions BFAC (March 2023)				
5.1	Draft Bush Fire Local Law (CoB Legal Team)	CoB Legal/BFAC members	4 April 2023 In progress	BFAC supported further development of Local Law with consultation period on the tabled draft open until 4 th April 23.
5.2	Tablets	Matt du Plessis	September 2023	Investigate supply of sim cards and data for the tablets. Possibility of getting Sims on LGGs 2023-24 Funding, appliance including installation costs
6.3	Meelup Fire Breaks/Access Tracks	Allan Guthrie	June 2023	Raise concerns with Meelup Regional Park Committee
7.2	Meal Grab Packs – single packs	Matt du Plessis	June 2023	COMPLETED To be handed out at BFAC
8.2	Electric vehicle car fire training	Peter Thomas	September 2023	
8.6	Amendments to FIRS reports to capture critical incident information	Matt du Plessis	June 2023	Update FIRS Report to include Critical Incidents. Follow up with DFES Followed up and FIRS can't be on current form. Separate online form to be completed.
8.4	Bush fire inspection to be carried out on property in Vasse	Ranger	June 2023	Completed
10.4	Follow up on program used by DBCA for their programmed Bushfire Risk Mitigation plan	Ed Hatherley	June 2023	Email to Mitigation Officer (Deb Peachey)
Document Set ID: 5153955 Version: 1, Version Date: 30/06/2023	Investigate if volunteer's vehicles are covered by insurance while parked at the brigade stations when tasked to an incident.	Rachel Runco	June 2023	

Presentations

- Commonage Facility
- Grants and Funding
- Secretaries Forum
- Mitigation



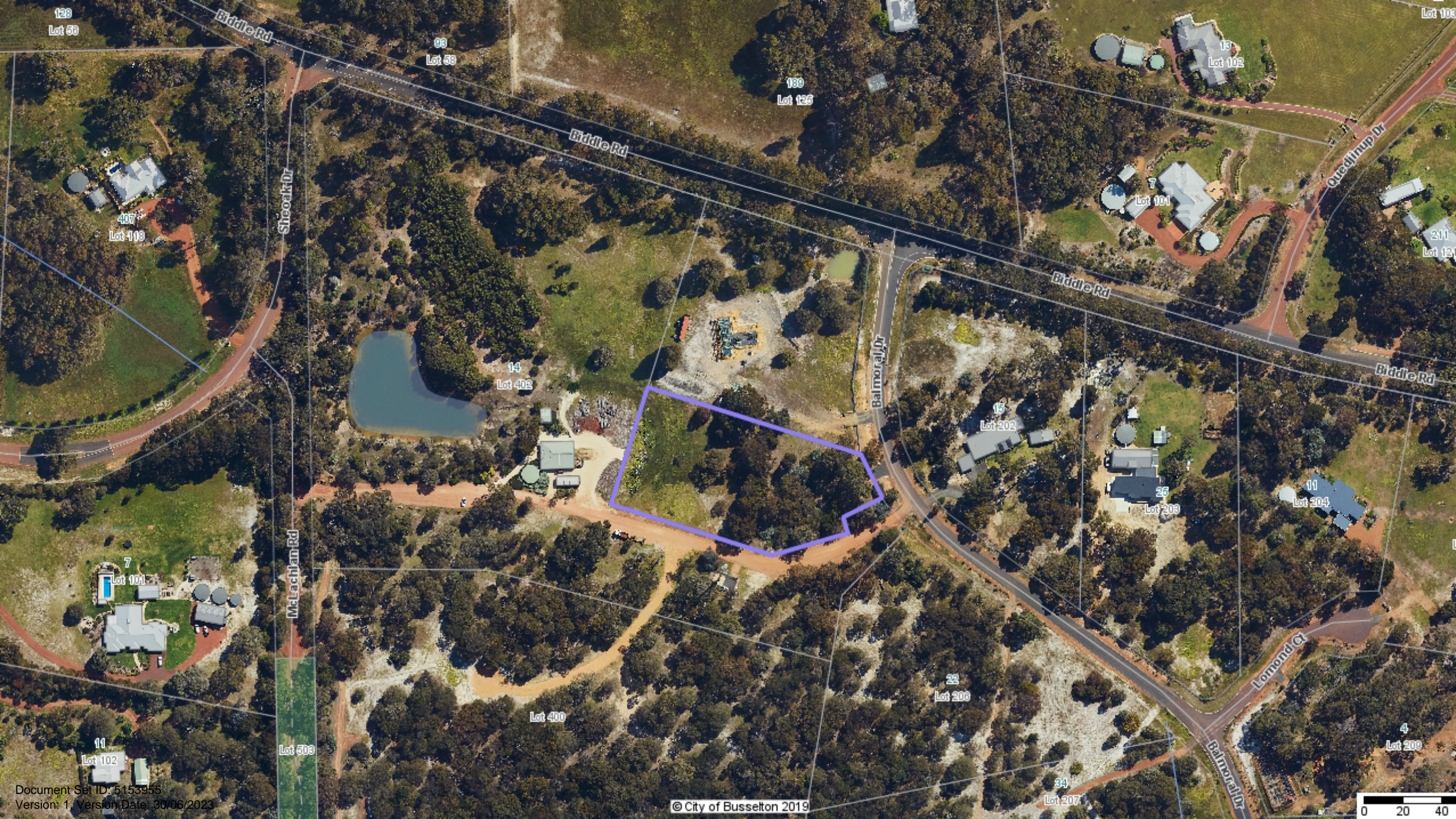
Commonage Facility

Matt du Plessis



Commonage Fire Shed/Community Facilities

- Lot 401 Balmoral Drive, Quindalup
- 7339m²
- Identified for Public Purpose (Fire Station) – Community fire station and training facility
- Acquired by City in freehold title at subdivision stage
- LTFP – 2022/23 - \$750,000



138
Lot 58

08
Lot 58

180
Lot 126

Lot 106

19
Lot 102

407
Lot 103

Shoeki Dr

Biddle Rd

Lot 101

Queefrup Dr

211
Lot 121

Biddle Rd

Biddle Rd

14
Lot 402

Balmoral Dr

15
Lot 202

26
Lot 208

11
Lot 204

7
Lot 101

McLachlan Rd

Lot 508

Lot 400

22
Lot 200

Lomond Ct

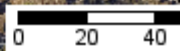
4
Lot 209

11
Lot 102

Balmoral Dr

34
Lot 207

© City of Busseton 2019



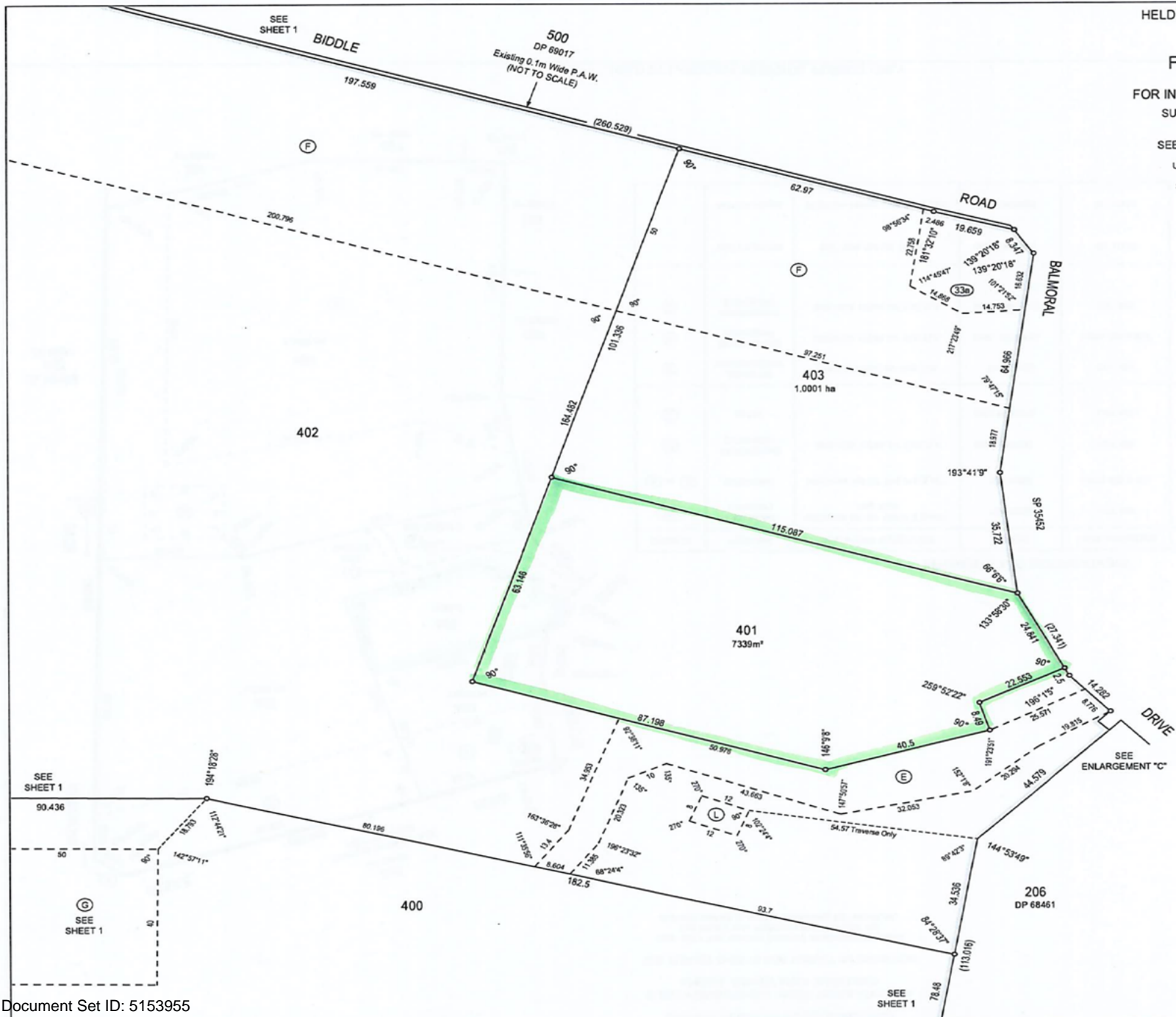
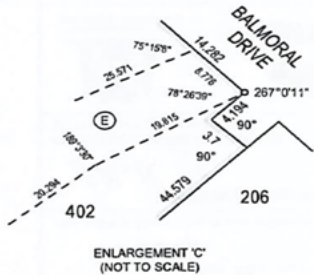
FOR HEADING SEE SHEET 1

FOR INTERESTS AND NOTIFICATIONS SEE SHEET 1

SURVEY CARRIED OUT UNDER REGULATION 26A
SPECIAL SURVEY AREA GUIDELINES

SEE SURVEY SHEETS FOR SURVEY INFORMATION

USE ONLY THE SURVEY SHEETS WHEN DETERMINING
THE TRUE FINAL POSITION AND TYPE OF ALL
SURVEY MARKS PLACED PERTAINING TO THIS PLAN.



 LICENSED SURVEYOR	Digitally signed by Peter Frank Harding Date: 2019.02.05 07:17:12 +08'00' DATE
 GOVERNMENT OF WESTERN AUSTRALIA	
DEPOSITED PLAN 412170 SHEET 2 OF 2 SHEETS (PLUS SURVEY SHEET(S)) VERSION 2	



BSO
DEVELOPMENT CONSULTANTS

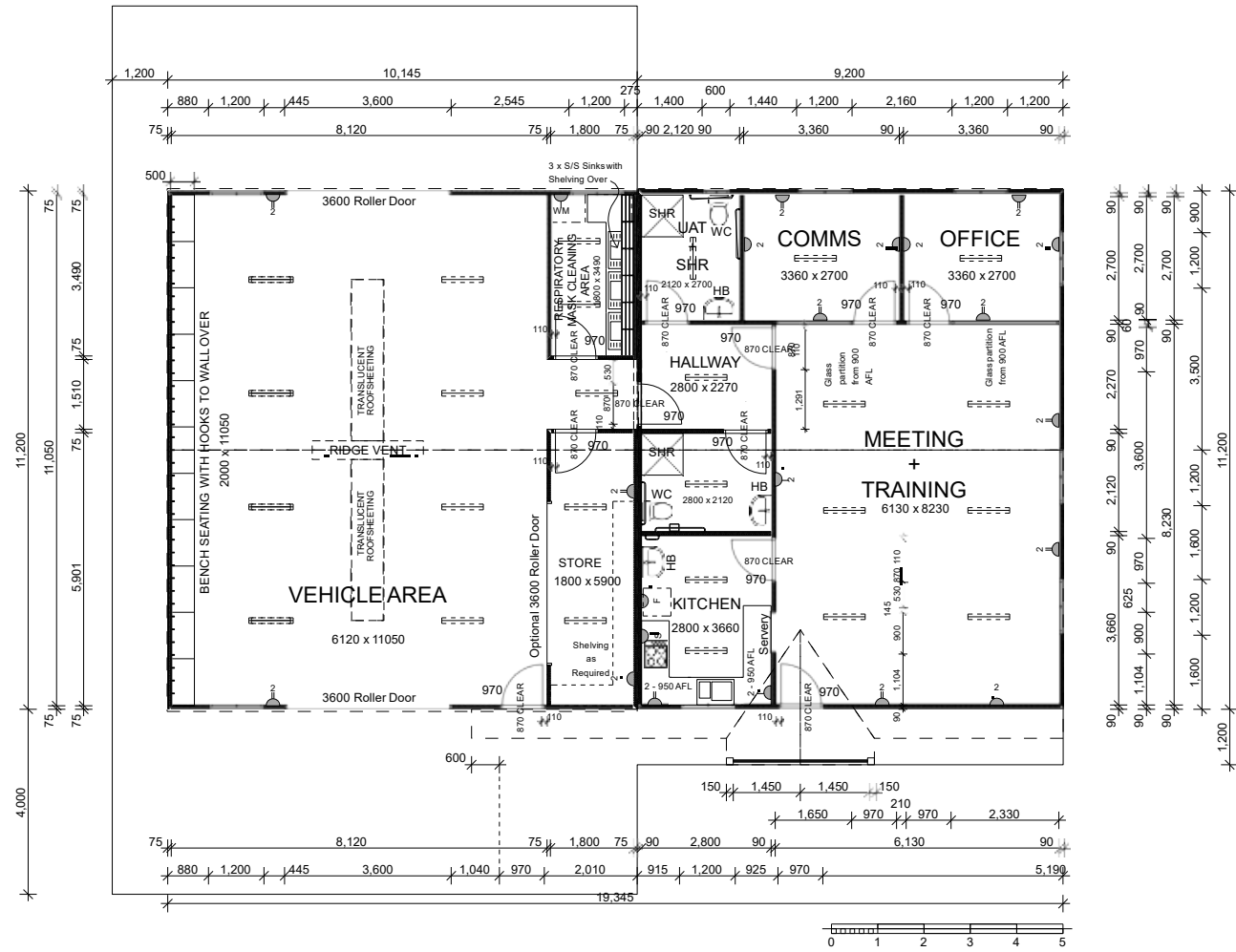
Licensed Surveyors
Project Managers
Town Planning
Residential/Commercial Projects

8 Fairbairn Road, P.O. Box 414
Dunedin N.Z. 9200
T: (08) 9754 1188 F: (08) 9754 2828
E: admin@bsode.com.au
5-12-18 HJS 2381 DP412170-B-42.mxd



INDICATIVE METAL CLAD
OPTION

BUSHFIRE BRIGADE FACILITY - 1 BAY

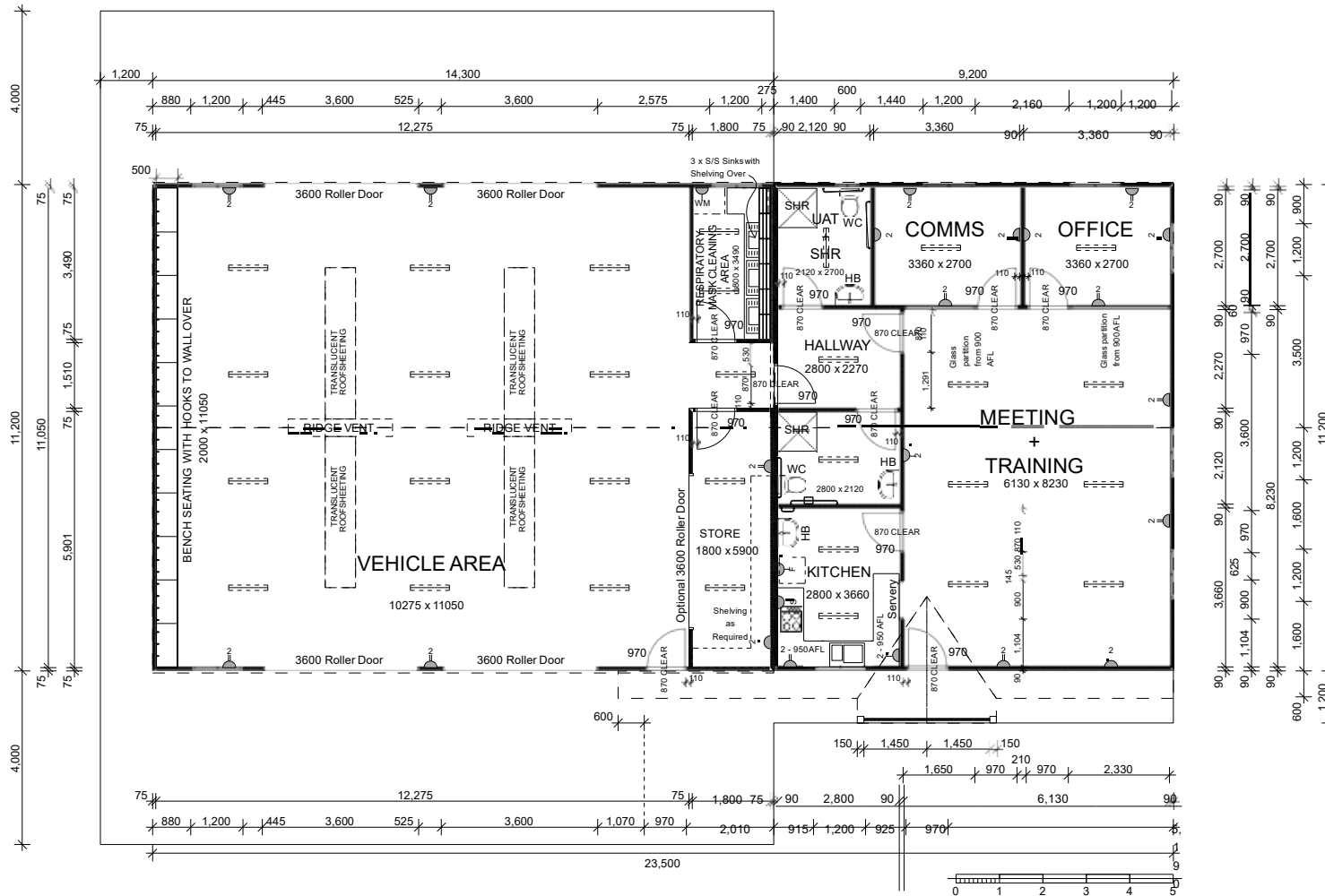


BUSHFIRE BRIGADE FACILITY - 1 BAY

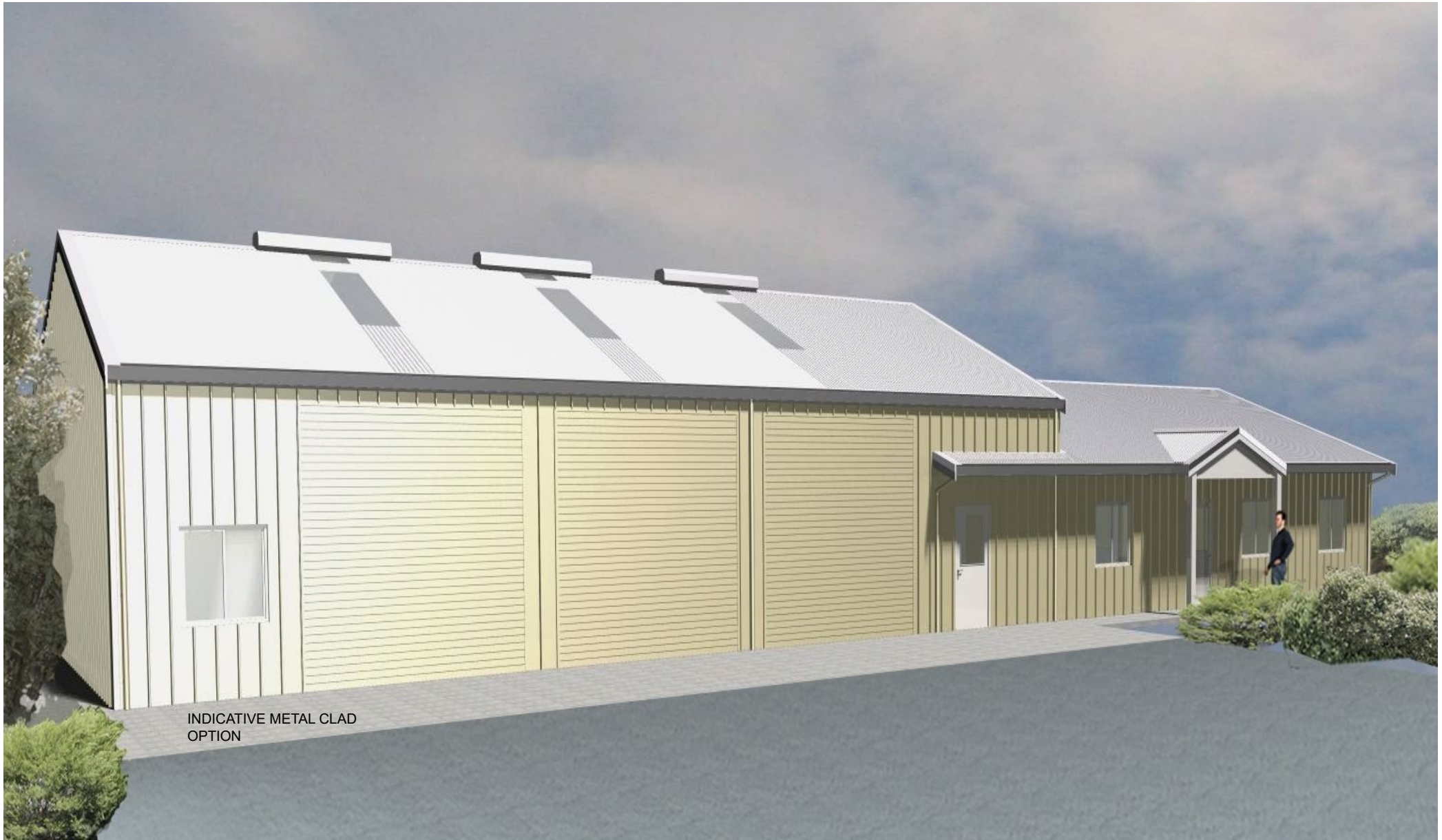


INDICATIVE METAL CLAD
OPTION

BUSHFIRE BRIGADE FACILITY - 2 BAY

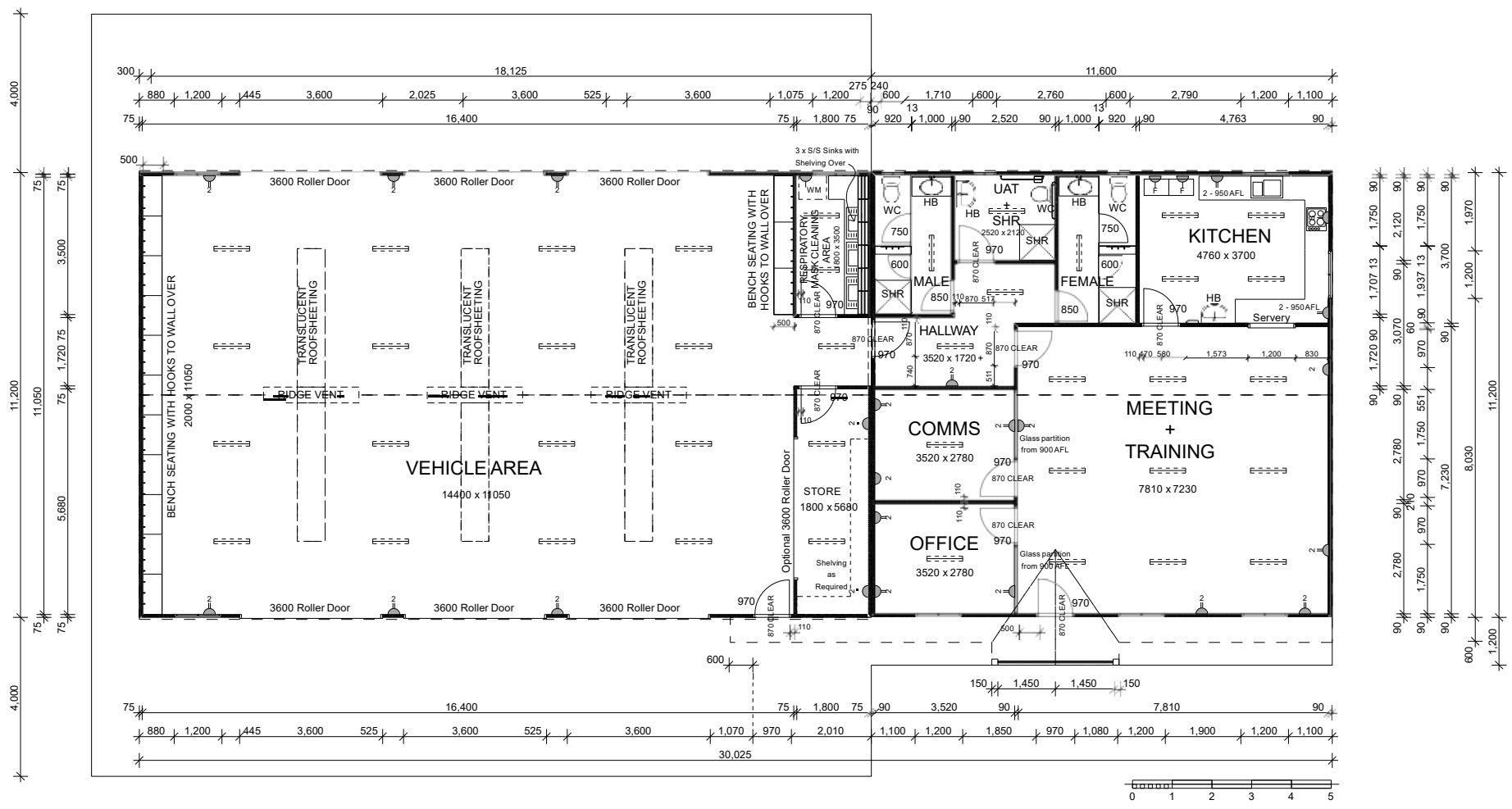


BUSHFIRE BRIGADE FACILITY - 2 BAY



INDICATIVE METAL CLAD
OPTION

BUSHFIRE BRIGADE FACILITY - 3 BAY



BUSHFIRE BRIGADE FACILITY - 3 BAY

What are the options?

AMALGAMATION	NEW BRIGADE	RELOCATE BRIGADE
Dunshorough & Yallingup Rural me	New name	Same name / Rename?
	Position opportunities for Yallingup R/Dunshorough	Same positions
	New members	New members
	New Facility	New Facility
	LT or Heavy?	Consider old location for appliance storage (improved response capabilities)
	FCOs	Consider additional FCO due to size?

LGGS Funding 2023-24

Matt du Plessis



LGGS 2023-24

\$390,000.00

(\$25k increase from 22/23)

- What's New/Planned?
 - Fleet Servicing Program
 - Fleet Equipment Program
 - Facility Improvement Program
- What can we request?



Secretaries Forum

Todd Johnson



ROLES & RESPONSIBILITIES (BRIGADES)



Fire Control Officer	Captain	Lieutenant	Firefighter	Equipment Officer	Training Officer	Treasurer	Secretary
Leadership	Leadership	Support / Proxy to Captain	Fire Fighting	Maintenance	Skills Maintenance	Accounts	Minutes
Incident Control	Incident Control		Emergency Response	PPE/PPC	Training Plans	Monies Recievable	Communications
Incident Reporting	Member Welfare		Deployments	Appliances	Training records	Balance Sheets	Memberships
Permits to Burn	Brigade Operations		Planned Burns	Facilities Storage	Mentoring	Membership Fees	Donations/Grants
BFAC	Orders		General Duties	Audit / Stocktake	Training Needs Analysis	Financial reports	Reporting / Compliance

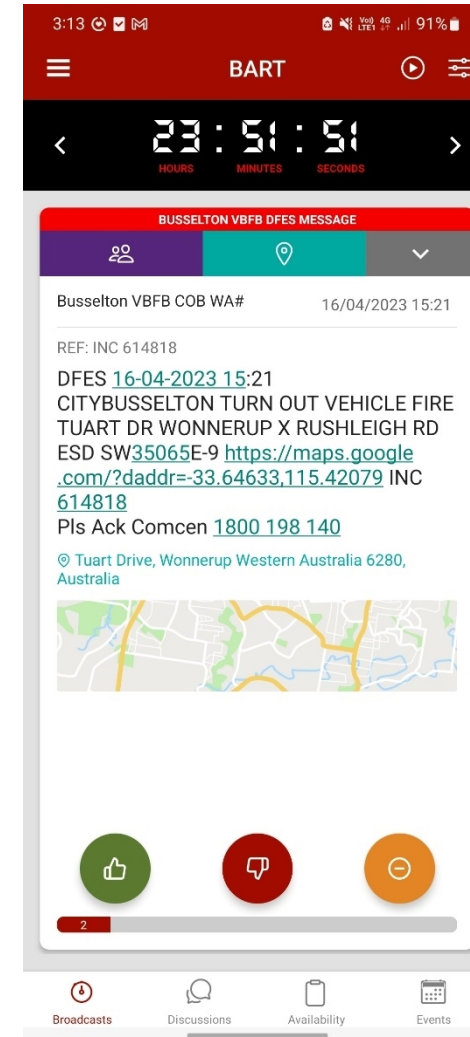
Other Roles

Chief Bush Fire Control Officer	Leadership	HVMB	Prohib/Restricted Burning	Permits to Burn	Resourcing/ Training	Advice to LG	Chair BFAC
Deputy Chief Bush Fire Control Officer	Support / Proxy to CBFCO						
Chairperson BFBs	Annual General Meetings	Committee Meetings					

Deployments

Roles and Responsibilities

- Liaison Officer / Bus Logistics Officer
- Deployment Coordinator



Mitigation

Matt du Plessis

CESM



Mitigation Burns 2023-24

August – November 2023

1. Quindalup – Creek View Road Reserve
2. Yallingup – Whittle Road
3. Dunsborough – Bird Crescent (Golf Course)
4. Vasse – Wood Swallow Dr reserve
5. Eagle Bay – Fire break (Riedel / Meelup)
6. Yallingup – Wyadup Road
7. Yoongarillup – Yoongarillup Reserve (Hall)

Autumn 2024

1. Meelup Reserve – North Fire Scar

Chemical Works 2023-24

August – November 2023

1. Siesta Park – Siesta Park Rd
2. Yallingup Siding - Hayes Road and Vasse Yallingup Siding
3. Ambergate Reserve – Southwest Cell

Mechanical Works 2023-24

August – November 2023

1. Tutunup - 266 Tutunup Road – Firebreaks
2. Ruabon – 372-382 Ruabon Rd – Firebreaks
3. West Busselton - Fernbrook Way – Tracks, reduce fuel load, gate installation
4. West Busselton - College Ave - reduce fuel load
5. Vasse - Woodswallow Dr and Rendevous Rd Reserve - access tracks/firebreaks

Mechanical Works 2023-24

August – November 2023

6. Yalyalup - Daintree and Walpole Loops – reduce fuel load
7. Yallingup Siding - Wardandi x Cowrang Lane – reduce fuel load
8. Ambergate - St Andrews Lane – reduce fuel load
9. Busselton - Meadow View Riverfront – reduce fuel load
10. Naturalist - Hemsley Road – reduce fuel Load for evacuation/access
11. Eagle Bay – Riedle Park – firebreak

Business before the Committee



Business before the Committee

- **BFAC Terms of Reference**
- **Local Law**
- **Certificates of Commendation for City of Busselton – Hester Fire – Matt Muir**



Officer / Delegates Reports

DFES / CESM

Matters of Urgency



Work Health & Safety

Matt du Plessis & FCOs



Work Health & Safety

- Reportable Events
 - Nil reported
 - FCO's update on any reportable events
- Facilities
 - Audits ongoing – current findings:
 - General Storage including fuel storage – on floor/ benchtops
 - PPC Storage – inconsistencies
 - Garage Doors – Manual rollers
 - Heating
 - FCO's update on works any issues

Work Health & Safety

- Training

- Secretaries Workshop
- Train the Trainers
 - Review firefighters Skills Refresher 2023/24
- Winter Training
- FCO's update on any training needed

- PPE/PPC

- Surplus Stock ordered – plan to have at increased surplus over next 3 years
- PPC deliveries – Brigade drop off - Fridays
- FCO's update any issues with current PPE/PPC

Actions Table



Next Meeting



City of Busselton
Geographe Bay