



City of Busselton

Geographe Bay

Bush Fire Advisory Committee Minutes

14 December 2021

City of Busselton, Kaloorup Room, 2 Southern Drive, Busselton on Tuesday 14th December 2021

CITY OF BUSSELTON

MINUTES
14 DECEMBER 2021

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CITY OF BUSSELTON**MEETING NOTICE AND AGENDA – 14 DECEMBER 2021****1. DECLARATION OF OPENING, ACKNOWLEDGMENT OF COUNTRY AND ANNOUNCEMENT OF VISITORS**

The Presiding Member noted this meeting is held on the lands of the Wadandi people and acknowledged them as the Traditional Owners, paying respect to their Elders, past, present and emerging, and Aboriginal Elders of the other communities who may be present.

The chairperson, Allan Guthrie declared the meeting open at 6:30pm.

2. ATTENDANCE AND APOLOGIES**Present**

Allan Guthrie	Chief Bush Fire Control Officer (Chairperson)
Grant Henley	Mayor, City of Busselton
Paul Carter	Councillor, City of Busselton
Chris Payne	Deputy Chief & Fire Control Officer, Kaloorup
Oscar Negus	Deputy Chief & Fire Control Officer, Hithergreen
Ken Sue	Fire Control Officer, Ambergate
Peter Dawson	Fire Control Officer, Vasse
Mark Fisher	Fire Control Officer, Yallingup Rural
Mark Jolliffe	Fire Control Officer, Wilyabrup
Colin Sanderson	Fire Control Officer, Eagle Bay
Andrew Hunt	Fire Control Officer, Dunsborough
Ray Fokkema	Fire Control Officer, Metricup
Ian McGregor	Fire Control Officer, Acton Park South
Mark Smith	Fire Control Officer, Sussex
Doug Walters	Fire Control Officer, Acton Park North
Annette Batley	Fire Control Officer, Yoongarillup

In Attendance

Blake Moore	CESM Busselton (Executive Officer)
Peter Thomas	DFES, District Officer Capes
Tanya Gillett	City of Busselton, Manager Environmental Services
Phoebe Buntain-Barrie	City of Busselton, Senior Administration Officer (Minute Taker)
Adam Jasper	CESM Shire of Augusta/Margaret River
Quentin Bligh	Captain, Metricup
Moritz Kurys-Romer	Captain, Metricup

Apologies:

Kate Cox	Councillor
Todd Johnson	Deputy Chief & Fire Control Officer, Ruabon
Matt Muir	Fire Control Officer, Yallingup Rural
Neville Haddon	Fire Control Officer, Yoongarillup
Paul Blight	Fire Control officer, Yallingup Coastal
Ed Hatherley	DBCA, Fire Operations Officer
Ian McDowell	City of Busselton, Coordinator Ranger & Emergency Services

3. DISCLOSURE OF INTERESTS

Nil.

4. CONFIRMATION OF MINUTES**4.1 Confirmation of minutes from meeting held 14 September 2021**

Moved: Chris Payne
Seconded: Colin Sanderson

CARRIED

5. BUSINESS ARISING**5.1 Tablets and associated applications - Mark Smith**

Mark Smith asked for an update on the issuing of tablets.
Blake Moore acknowledged the tablets are on the list of priorities and due to Covid requirements and recent incidents they were postponed.
Vasse and Eagle Bay brigade commented that they will not be going with the tablets.

6. PRESENTATIONS

Nil.

7. BUSINESS BEFORE THE COMMITTEE**7.1 Complaint - Discrimination - Tanya Gillett**

This is to be circulated to all Members and to be discussed at regular training sessions, as soon as possible.

Attachment 1 Complaint – Discrimination

Attachment 2 Bushfire Brigades Code of Conduct Bush Fire Brigades Objectives and Values

Attachment 3 Bushfire Brigades Grievance Process and Disciplinary Action

Attachment 4 DFES – Code of Conduct Policy

Attachment 5 DFES – Prevention of Bullying Discrimination Harassment at Work Policy

Attachment 6 Equal Employment Opportunity

7.2 Categories of Membership for Bush Fire Brigades - Mark Fisher

Mark Fisher discussed adding an 'Honorary Life Member' as a part of the cities pre-existing Bushfire Membership Policy.

Tanya Gillett advised the policy is due for review and this can be presented to the March 2022 BFAC committee meeting.

7.3 Farmer/private response situation at incidents regarding WH&S - Mark Jolliffe

Mark Jolliffe was seeking clarification around private response vehicles/machinery at incidents and where the liability lies. Blake Moore advised the city is waiting for the Regulations for WH&S to be released before we can advise of the new procedure that aligns to the new WH&S requirements. Changes will be communicated to the committee once the information is available to the city.

- 7.4 Thank you for assistance – Adam Jasper/CESM on behalf of Augusta-Margaret River Shire
- 7.5 Acknowledgement to the efforts of DBCA during the Margaret River fire – Allan Guthrie
- 7.6 Resignation as Deputy Chief Bushfire Control Officer – Chris Payne

Chris announced he will be stepping down from the role of Deputy Chief Bushfire Control Officer and thanked the committee for the support and appreciation shown during his time in the role. He will still be continuing his role as the Kaloorup FCO.

- 7.7 Refilling of fuel at fire stations – ensuring you have full jerry cans available at all brigades – Allan Guthrie

8. OFFICER/DELEGATE REPORTS

Attachment 8.1 - Department of Fire and Emergency Services – Peter Thomas
Attachment 8.1.1 Proposed Dunsborough Fire District and ESL Changes
Attachment 8.1.2 Proposed Busselton Fire District and ESL Changes

Officer Recommendation

The committee receives the following reports and notes the comments therein:

- 1) Department of Fire and Emergency services – Peter Thomas

9. MATTERS OF URGENCY

- 9.1 Recruitment for new volunteer members – Quentin Bligh

It was requested that Metricup Brigade would like the city to promote for membership encouragement. It was suggested by Grant Henley that an insert/link be placed into the City of Busselton 'Bay to Bay' newsletter. Department of Fire & Emergency Services have the below volunteer portal on the below link:

[Emergency services volunteer recruitment in WA | DFES](#)

Blake Moore advised he would follow up with an insert in the 'Bay to Bay' newsletter.

10. OCCUPATIONAL HEALTH & SAFETY (OH&S)

- 10.1 WH&S Regulations around time on the fire ground – Mark Smith

Mark Smith raised the question of what happens when members are working their personal jobs and then attend an incident and this exceeds the 8 hours of consistent work/fatigue management. Blake Moore advised its going depend on the release of the new Worksafe Regulations as to how this is managed, the city is waiting on those Regulations to be released.

- 10.2 Appliance fleet update for Wilyabrup – Mark Jolliffe

Blake Moore to action the follow up of the fleet updates required on the DFES AVL vehicle tracking system as the old light tanker is still showing instead of the new light tanker.

10.3 Tyre deflator guides – Annette Batley

Annette requested the DFES procedures for tyre deflation to remind the brigade at the next training session.

Attachment 10.3.1 Tyre Deflator (Staun Brand)

Attachment 10.3.2 Portable Tyre Inflator (Bushranger Max Air III)

10.4 PPE on Fire Ground – Blake Moore

PPE is mandatory when on the fire ground. Please ensure this reminder is communicated to all brigade members. If your members require new gloves, masks (uniforms) please complete the uniform application form and submit it to the city and replacements will be issued.

11. **NEXT MEETING**

The next meeting will be held on 08 March 2022 6:30pm at the City of Busselton (Kaloorup Meeting Room, 2 Southern Drive, Busselton).

12. **CLOSURE**

There is no further business, the Chairperson declared this meeting closed at 8:02pm.

**Attachment 8.1 Report to the City of Busselton Bush Fire Advisory Committee (BFAC)
meeting to be held on 14th December 2021**

Agency: Department of Fire and Emergency Services

Officer Representing: Peter Thomas, District Officer Capes - LSW

Matters to be discussed:



Government of Western Australia
Department of Fire & Emergency Services



City of Busselton BFAC Meeting

DFES LSW Region Report – 14th December 2021

- **DFES Regional Staff**

Station Officer David Pisani will be A/AO Leeuwin for the next 3 mths in the Capes Region. This is to fill AO Tim Walls position who is currently on sick leave.

- **My Bushfire Plan enhanced for 2021/22 bushfire campaign**

The ‘How fireproof is your plan?’ bushfire safety campaign will run again this year to raise awareness of bushfire as a personal risk and drive Western Australians to make a robust bushfire plan.

The My Bushfire Plan website and companion app launched last year have been updated with new features to make it even easier for all Western Australians to create, update and share their plan.

Resources to support the bushfire preparedness activities of volunteers and staff will be made available through the Volunteer Hub and Intranet. A General Circular will announce the release of these resources, and how to access them.

- **State Aerial Firefighting Fleet 2021-2022**

The following information outlines the State aerial firefighting aircraft types and bases for their service period for the 2021-2022 southern bush fire season. As a result of the new aircraft contract arrangements, there is a 17% increase in suppressant delivery across the State’s firebombing fleet.

Jandakot Airport:

1 November 2021, available daily 0900-1800hrs

- 2 x Bell 214B (2,650lts per aircraft) HELITAKS
- 1 x AS355 Twin Squirrel FIREBIRD helicopter Air Attack Supervision (AAS)
- 1 x AS365 N3 Dauphin FIREBIRD helicopter (utility, all-hazards response)
- 1 x AS365 N3 Dauphin FIREBIRD helicopter (Air Intel – Tactical ISR)
- 1 x B200 King Air Linescanner FIRESCAN aircraft (FSCN 125 – Strategic ISR)

1 December 2021, available daily 0900-1800hrs

- 2 x Bell 214B (2,650lts) HELITAKs

Commencement Date to be advised (DBCA), available daily 0600-1800hrs

- 3 x AirTractor 802 fixed wing (3,150lts per aircraft) SEATs/BOMBERS
- 1 x Champion Scout BIRDDOG light fixed wing (AAS)
- 1 x AS350 Squirrel Type 3 FIREBIRD helicopter (AAS)



Serpentine Airfield:

20 December 2021, available daily 0900-1800hrs

- 2 x Sikorsky UH-60A Blackhawk (4,500lts per aircraft) Type 1 High Volume HELITAK

Bunbury Airport:

Commencement date to be advised (DBCA), available daily 0600-1800hrs

- 3 x AirTractor 802 fixed wing (3,150lts per aircraft) SEATs/BOMBERS
- 1 x AS350 Squirrel FIREBIRD helicopter (AAS, utility)
- 1 x GA8 Airvan BIRDDOG fixed wing (AAS, utility)

Busselton Airport:

15 December 2021, available daily 0900-1800hrs

- 2 x Bell 214B (2,650lts per aircraft) HELITAKS

Manjimup Airfield:

Commencement Date to be advised (DBCA), available daily 0600-1800hrs

- 2 x AirTractor 802 fixed wing (3,150lts) SEATs/BOMBERS
- 1 x Champion Scout BIRDDOG light fixed wing (AAS)

Large Air Tanker (LAT):

Commencement Date and Nominated Base (jurisdiction) To Be Advised

- A National Sovereign LAT will be available for the 2021/22 season
- The LAT and lead aircraft will be considered as a National Resource and will be deployed to highest priority areas within Australia
- The host jurisdiction and type of aircraft is yet to be determined

- **The Australian Fire Danger Rating System**

The Australian Fire Danger Rating System (AFDRS) Program is a national project working to design and implement a new AFDRS. The new AFDRS will combine the latest science, experience and data to strengthen the ability of fire authorities to accurately communicate bushfire danger and improve community safety. The new AFDRS is expected to be rolled out across Australia in 2022.

- **Changes to the Australian Warning System**

The Department of Fire and Emergency Services (DFES) is joining with other Australian States and territories to implement the Australian Warning System (AWS).

AWS delivers a more consistent approach to emergency information by using a standardised set of icons to show hazard warnings on websites and apps, supported by clear action statements to keep people safe.

The AWS is being implemented in a phased approach with the first phase implemented in September 2021.



- **Deployment Register.**

Requests for assistance may be initiated through the Australasian Fire & Emergency Services Authorities Council, Emergency Management Australia or another State/Territory or agency seeking assistance.

DFES has established a set of procedures to follow when the deployment of DFES human resources is required, either Interstate or Internationally.

The source of the resources for deployment will be dependent on the Forecast Risk & Readiness prevailing in the various regions at the time.

The All-Hazards Deployment Register is a repository for all Expressions of Interest (EOI) in terms of names and roles that can be undertaken. All volunteer, career and staff are requested to register their EOI information via the Register. The Register is used by State Operations for planning human resources availability for deployment.

For further information on operational deployments, please refer to Directive 2.4 - Operational Deployment.

Use the forms available on this site to register your EOI. Personnel should be aware this EOI does not guarantee deployment.

- **Training**

The new LSW Training calendar is currently being completed and should be out by late November. Please advise all brigade members to book through the DFES portal and any issues with this process go through CESM or Donna Virgo DFES LSW Office 97716800. Regional Training Courses will be ending at the end of this month.

- **Calgardup and Yallingup Incidents**

Thanks to all crews involved in both supporting the Calgardup incident and responding to the Yallingup incident. Everyone showed great professionalism and worked hard long shifts to contain these fires. It also provided opportunities for volunteers to step up into roles they have not done before and perform extremely well.

- **Gazetted Fire District Changes**

DFES are reviewing the gazetted fire district for Dunsborough and Busselton with some changes being suggested. A map is attached for all to see and comments can be put through the CESM Blake Moore. One major change is the inclusion of the Airport into the gazetted area, this is due to the larger risk of Structural/Hazmat incidents within this area.

Peter Thomas

District Officer Capes - LSW