



City of Busselton

Geographe Bay

Bush Fire Advisory Committee Minutes

8 March 2022

Hosted by video conference via Microsoft Teams on Tuesday 8th March 2022

CITY OF BUSSELTON

MINUTES
8 MARCH 2022

TABLE OF CONTENTS

| ITEM NO. | SUBJECT | PAGE NO. |
|----------|---|----------|
| 1. | Declaration of Opening, Acknowledgment of Country and Announcement of Visitors | 2 |
| 2. | Attendance and Apologies | 2 |
| 3. | Disclosure of Interests | 3 |
| 4. | Confirmation of Minutes | 3 |
| 4.1 | Confirmation of minutes from meeting held 14 December 2021 | 3 |
| 5. | Business Arising | 3 |
| 6. | Presentations | 3 |
| 6.1 | Department of Biodiversity, Conservation and Attractions - Ed Hatherly | 3 |
| 7. | Business Before the Committee | 3 |
| 7.1 | Farewell and thank you to Tanya Gillett - Blake Moore | 3 |
| 7.2 | Proposed WhatsApp group for all landowners/households in CoB for HVM Bans - Allan Guthrie | 3 |
| 7.3 | Letter of concern from Smiths Beach Residents - Matt Muir | 3-4 |
| 7.4 | Great efforts by all crews involved in the Dunsborough Bushfire Incident - Allan Guthrie | 4 |
| 7.5 | Brigade recognition and thanks - Grant Henley | 4 |
| 8. | Officer/Delegate Reports | 4 |
| 8.1 | Department of Fire and Emergency Services - Peter Thomas | 6 |
| 8.2 | CoB/Department of Fire and Emergency Services - Blake Moore | 7 |
| 9. | Matters of Urgency | 4 |
| 9.1 | Update on brigade vehicle Tablets - Mark Fisher | 4-5 |
| 10. | Occupational Health & Safety (OH&S) | 5 |
| 10.1 | Season fire debrief - Mark Smith | 5 |
| 11. | Next Meeting | 5 |
| 12. | Closure | 5 |

CITY OF BUSSELTON**MINUTES – 8 MARCH 2022****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 6:31pm.

2. ATTENDANCE AND APOLOGIES**Present**

| | |
|-----------------|--|
| Allan Guthrie | Chief Bush Fire Control Officer (Chairperson) |
| Grant Henley | Mayor, City of Busselton |
| Kate Cox | Councillor, City of Busselton |
| Oscar Negus | Deputy Chief & Fire Control Officer, Hithergreen |
| Todd Johnson | Deputy Chief & Fire Control Officer, Ruabon |
| Chris Payne | Fire Control Officer, Kaloorup |
| 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 |
| Mark Smith | Fire Control Officer, Sussex |
| Doug Walters | Fire Control Officer, Acton Park North |
| Annette Batley | Fire Control Officer, Yoongarillup |
| Matt Muir | Fire Control Officer, Yallingup Rural |
| Neville Haddon | Fire Control Officer, Yoongarillup |
| Paul Blight | Fire Control officer, Yallingup Coastal |

In Attendance

| | |
|-----------------------|---|
| Tanya Gillett | City of Busselton, Manager Environmental Services |
| Blake Moore | CESM Busselton (Executive Officer) |
| Peter Thomas | DFES, District Officer Capes |
| Phoebe Buntain-Barrie | City of Busselton, Senior Administration Officer (Minute Taker) |
| Ed Hatherley | DBCA, Fire Operations Officer |

Apologies:

| | |
|-------------|--------------------------------|
| Ray Fokkema | Fire Control Officer, Metricup |
|-------------|--------------------------------|

3. DISCLOSURE OF INTERESTS

Nil.

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

Moved: Chris Payne
Seconded: Mark Jolliffe

CARRIED

5. BUSINESS ARISING

Nil.

6. PRESENTATIONS

- 6.1 Department of Biodiversity, Conservation and Attractions - Ed Hatherly
Attachment 6.1.1 PowerPoint presentation

7. BUSINESS BEFORE THE COMMITTEE

- 7.1 Farewell and thank you to Tanya Gillett - Blake Moore

Tanya has successfully got the position of Director of Infrastructure and Development for the Shire of Capel. Tanya has been an incredibly instrumental part of supporting the BFAC. Thank you for all your efforts and good luck with the Shire of Capel. I cannot thank Tanya enough for the effort she has put in over the nearly five years I have been here, thank you.

- 7.2 Proposed WhatsApp group for all landowners/households in CoB for HVM Bans - Allan Guthrie

The City is looking for a system with the ability to communicate with residents, contractors and the like to give them the information on Harvest Vehicle Movement Bans. One of the systems that the city is looking at is called Bing along with the possible potential of WhatsApp.

- 7.3 Letter of concern from Smiths Beach Residents - Matt Muir

I was approached a few months ago from the Smiths Beach Resident to read a letter of concern to the BFAC group (letter is attached as Attachment 7.3.1). The Smiths Beach Residents are concerned about the traffic congestion along Smith Beach Road and Canal Rocks Road. In the event of a major fire in the area this would significantly impact trafficable access to both residents and emergency service appliances.

Attachment 7.3.1 Letter of Concern Smiths Beach Residents
Attachment 7.3.2 Smith Beach Road parking
Attachment 7.3.3 Smith Beach Congestion
Attachment 7.3.4 Canal Rocks Congestion

Andrew Hunt, City of Busselton

The City has cleared vegetation either side of the roadway along Smiths Beach Road to increase a low fuel and create a wider low fuel buffer. This which will help aid in safer access and egress during an emergency.

We will be looking at doing more over the next year or two, to both Smiths Beach Road and Canal Rocks Road to create a low fuel buffer all the way from Caves Road through to the ocean.

Tanya Gillett, City of Busselton

The other points to mention in continuation of what Andrew has said is the approach we are taking with the Parking Local Laws. We are going to put a solid line form the top of Smith Beach Road all the way to the bottom and parking signage on one side of the road. This will be going up to council in the next couple of months. The proposal has to go through our Policy and Legislation Committee to make changes to the Parking Local Law and then that will flow on to council and hopefully address some of the parking issues.

Ed Hatherley, Department of Biodiversity, Conservation and Attractions

From Department of Biodiversity, Conservations and Attractions perspective we have raised these issues with the Minister in his two recent visits to the region, he is aware of the concerns.

- 7.4 Great effort by all crews involved in the Dunsborough Bushfire Incident - Allan Guthrie
Well done to all the brigades who attended the Dunsborough Bushfire incident, everyone's efforts were amazing and a credit to the brigade members – I take my hat off to all the members.
- 7.5 Brigade recognition and thanks - Grant Henley
I attended the Southwest meeting of Local Governments, which consisted of all the Shire Presidents and Mayors from around the Southwest and they all spoke glowingly about the contribution made by brigade units from the City of Busselton. I was very proud to be able to say that I would take that back to pass on and extend the thank you to you all.

8. OFFICER/DELEGATE REPORTS

Attachment 8.1 - Department of Fire and Emergency Services - Peter Thomas

Attachment 8.2 - CoB/Department of Fire and Emergency Services - Blake Moore

Officer Recommendation

- 1) Department of Fire and Emergency Services - Peter Thomas
- 2) CoB/Department of Fire and Emergency Services - Blake Moore

9. MATTERS OF URGENCY

- 9.1 Update on brigade vehicle Tablets - Mark Fisher

Blake Moore, CoB/Department of Fire and Emergency Services

Due to the workload and incidents this bushfire season the tablets have not yet been supplied. This is on the list of priorities and will be rolled out as soon as possible.

10. OCCUPATIONAL HEALTH & SAFETY (OH&S)

10.1 Season fire debrief - Mark Smith

Blake Moore, CoB/Department of Fire and Emergency Services

Now that we have Microsoft Teams up and running the bushfire debriefs for this season will be held over Teams and members will receive notification of when this will happen.

11. NEXT MEETING

The next meeting will be held on 14 June 2022 6:30pm (location to be confirmed).

12. CLOSURE

There is no further business, the Chairperson declared this meeting closed at 7:46pm.

Attachment 8.1 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 8th March 2022

Agency: Department of Fire and Emergency Services

Officer Representing: Peter Thomas

Matters to be discussed:

- **Covid Restrictions**

DFES LSW has enacted its business continuity plans due to the increasing cases of Covid in the area. This means the following,

- Face to face training and meetings are to cease
 - Includes, staff and volunteers from SES, VFRS and VMRS
- Brigade and Units to roster volunteers for equipment checks (Max 3)
- Any volunteer exhibiting signs of illness should advise leadership and get tested.
- After every incident members to clean all contact surfaces

- **Training**

Due to the Covid restrictions all face to face training has ceased. DFES staff are currently working on training that can be done online via platforms like MS Teams.

This includes new member qualification training, skills maintenance, and skill refreshers. The Region has already put in place and trialled these methods in 2020 successfully.

- **Incident Response**

It has been a very busy last few months with major incidents in the following local governments Augusta Margaret river, Busselton, Donnybrook Balingup, Manjimup and Bridgetown. Volunteers, staff and support agencies have all worked amazingly together during these challenging times. It was a first for the state to see 4 level 3 fires occurring at the same time. This put incredible strain on our resources state wide but with great commitment and resolve from volunteers and staff we got through reasonably well.

- **DFES Staff**

The LSW region is facing a number of staff changes. Area Officer Leeuwin will have a new officer appointed in the next month, District Officer Nelson (Manjimup) is currently vacant and awaiting new appointment, 2 Bushfire Mitigation officers will be replaced in the next month and a new Volunteer Management Support Officer Ruth Jackson started with the region on Monday the 21st Feb.

Attachment 8.2 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 8th March 2022

Agency: City of Busselton/Department of Fire and Emergency Services

Officer Representing: Blake Moore

Matters to be discussed:**Incidents**

- Thank you all for a massive effort this year in supporting local incidents as well as fires elsewhere in the state. Incidents that we have been involved in but not limited to are:
 - Calgardup/Margaret River fire (Level 3)
 - Yallingup Fire (Level 2)
 - Cane Break Fire (Level 2)
 - Dunsborough Fire (Level 2)
 - Ravenscliffe Fire (Level 2)
 - Topenup Fire (Level 2)
 - Bridgetown Fire (Level 3)
 - Stuart Rd Fire (Level 1)

Specifically though, I would like to thank all members for efforts during the Dunsborough bushfire as the major event locally this year. To have no losses from this event is a huge achievement by all and a credit to everyone involved.

Mitigation

- Autumn mitigation planning is occurring. Number of small burns planned should weather allow.

Vehicles

- Significant number of faults and damage reported. These will be fixed during annual service program if not safety or operational issue.
- Annual servicing due to start in May

Training

- Training calendar has been developed and dates set for the training. COVID restrictions will potentially reduce courses run if current restrictions remain.
- Online options for introductory courses are currently being developed