



**City of Busselton**  
*Geographe Bay*

**Bush Fire Advisory Committee  
Agenda**

**13 March 2018**

City of Busselton, Kaloorup Room, 2 Southern Drive, Busselton on Tuesday 13<sup>th</sup> March 2018,  
commencing at 7.30pm

**CITY OF BUSSELTON**

**AGENDA FOR THE BUSH FIRE ADVISORY COMMITTEE MEETING TO BE HELD ON  
13 March 2018**

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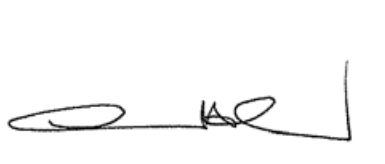
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**CITY OF BUSSELTON****MEETING NOTICE AND AGENDA – 13 MARCH 2018**

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**NOTICE** is given that a meeting of the Bush Fire Advisory Committee will be held at the City of Busselton, Kloorup Meeting Room, 2 Southern Drive, Busselton on 13 March 2018 commencing at 7:30pm.

Your attendance is respectfully requested.



**MIKE ARCHER**  
Chief Executive Officer, City of Busselton

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1. **DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

2. **ATTENDANCE AND APOLOGIES**

See Attendance List.

Apologies:

Nathan Hall

Barton Hatherly

Jeremy Friend

Area Officer Leeuwin, DFES

Fire Control Officer, Dunsborough BFB

Department of Parks and Wildlife

3. **DISCLOSURE OF INTERESTS**

4. **CONFIRMATION OF MINUTES**

4.1 CONFIRMATION OF MINUTES FROM MEETING HELD 12 DECEMBER 2017

Moved:

Seconded:

**BUSINESS ARISING**

5. **PRESENTATIONS**

6. **BUSINESS BEFORE THE COMMITTEE**

**7. OFFICER/DELEGATE REPORTS**

Attachment 7.1 - City of Busselton/Department of Fire & Emergency Services, Blake Moore

Attachment 7.2- Department of Fire and Emergency Services, Danny Mosconi

Attachment 7.3 - Department of Biodiversity, Conservation and Attractions, Mark Moore

**Officer Recommendation**

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

- a) City of Busselton/Department of Fire and Emergency Services
- b) Department of Fire and Emergency Services
- c) Department of Biodiversity, Conservation and Attractions

**8. MATTERS OF URGENCY****9. OCCUPATIONAL HEALTH & SAFETY (OH&S)****10. NEXT MEETING**

The next meeting will be held on 12 JUNE 2018 at 7:30pm at the City of Busselton, Kaloorup Meeting Room, 2 Southern Drive, Busselton.

**11. CLOSURE**

**Attachment 7.1 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 13 March 2018**

**Agency:** City of Busselton/Department of Fire & Emergency Services

**Officer Representing:** Community Emergency Services Manager, Blake Moore

**Matters to be discussed:****Incidents since 01/07/2017 as at 08/03/2018**

- 58
- 35 - Bush Fire
- 7 - Vehicle Fire
- 3 - Structure Fire
- 12 - False Call – Good Intent

**Well done**

- To all members that assisted with the Augusta Fire, thank you for of your efforts in assisting the Shire of Augusta Margaret River.

**Reversing of trucks**

- There has been a significant amount of damage to a number of trucks from not using a spotter when reversing. There is no excuse for this preventable damage. Going forward brigades are to ensure that the following extract from SOP 3.3.1 Driving Emergency Vehicles is followed at all times,  
*“Drivers are to be assisted by ground-based crew members at all times who shall direct reversing movements while ensuring the surface is appropriate for the vehicle type. Assistance is to be provided as follows: A crew member will alight from the vehicle and having ascertained that all is clear at the rear of the vehicle, the assisting crew member is to be positioned at the rear or front of the vehicle (whatever safety considerations dictate) in full sight of the driver, and direct the reversing movements.”*

**Ambergate Fire Shed Build**

- A report has been completed and is going to council the night after BFAC to determine where the station will be located and facilitate the start of construction ASAP is accepted

**Driving Lights and Sirens**

- Brigades are to ensure that a fire vehicle is only driven with lights and sirens on should the person driving have completed the on road driving course.
- Further to this brigades are only to use lights and sirens:
  - Should it be for an initial call out if the conditions warrant.
  - Are not to be used for travel to a deployment/out of shire incident unless specified by the CBFCO, CESM or Taskforce Leader

**eAcademy**

- The proposal for the DFES Admin team to manually enter the volunteer onto LSW VFF1 pathway once they receive a volunteer ID number and email a welcome package to the volunteer on the Portal 2 Progress has been accepted and is now in the process of being executed.

**Crew Protection**

- All of the crew protection upgrades to the CoB Fire Appliance fleet have now been complete once the Hithergreen 1.4 is back.

**Training**

- Attached is the 2018 training calendars, please make yourself familiar with these and encourage your members to register for these courses.
- Conducted radio training at Hithergreen, it was great to see the brigade all being so engaged with the training

**Security alarms at fire stations**

- We now have security alarms installed at all main sheds. If you have any questions relating to these systems please contact myself

**Updated brigade records**

- Tanya Simpson sent out to all brigades on the 10/10/17 a excel spreadsheet and a pdf to review and submit back. We are still missing quite a number of brigades responses, can you please review these documents and send them back ASAP

**Membership Application Forms**

- A number of Brigades are using the old style membership applications which do not require an email address or Next of Kin notification. All existing membership registration forms and books are to be discarded and all new applications should be done using the form available from the Volunteer Portal (under the BFB logo > Administration Forms). Any older forms will not be processed.

**Operational Circulars**

- Operational Circular 09/2018 - PUBLIC INFORMATION - INITIAL RELEASE OF AN ADVICE WARNING
- Operational Circular 115/2017 - INFORMATION REGARDING DIESEL PARTICULATE DIFFUSERS (DPD) (Refer to SOP 3.5.2 – DPD Regeneration During Bushfire Firefighting)

**Attachment 7.2 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 13 March 2018**

**Agency:** Department of Fire & Emergency Services

**Officer Representing:** District Officer Capes, Danny Mosconi

**Matters to be discussed:**

- West Bay Creek Fire

The DFES regional staff would like to pass on their congratulations to the Shire of Augusta Margaret River and its Bushfire Brigades for their excellent job in managing and coordinating the level 2 West Bay Creek bushfire and appreciation for the Busselton volunteers who attended to offer assistance;

- DFES 400 MHz Project

As part of the recent 400 MHz spectrum changes completed by the Australian Communications and Media Authority (ACMA), the Department of Fire and Emergency Services (DFES) are required to make changes to UHF radio systems. This project is currently being delivered to the Lower South West Region with the project expected to go live by the end of March 2018;

- DFES Community Engagement Framework

This framework provides a new tool in 'Engaging the Community' and delivers further support in working with local communities. Both of these publications are available at: <https://www.dfes.wa.gov.au/publications/Pages/default.aspx> or on the Volunteer Portal;

- Meritorious Service Awards 2016 Waroona / Yarloop Bushfire

Two types of meritorious service awards are open for nominations - the Certificate of Commendation and the Certificate of Distinction. The Certificate of Commendation is the highest DFES award for service of meritorious nature or outstanding actions. To be considered for this award it would be expected that the nominee has made a significant contribution to the community through their dedication to duty or significant act of bravery at the 2016 Waroona / Yarloop Bushfire;

- The Certificate of Distinction is the second highest DFES award for service of a meritorious nature or outstanding actions. To be considered for this award it would be expected that the nominee has made a significant contribution to the organisation through their outstanding role at the 2016 Waroona / Yarloop Bushfire. Applications are open until the 6 April and nomination forms can be obtained from DFES or the Volunteer Portal;

**Circular Update**

- Driving Emergency Vehicles

DFES has published a circular reminding fire fighters regarding the recommended requirements of Driving Emergency Vehicles, particularly the maximum speed specified in Section 9, of 20 kph over the posted speed limit, and the exceptions that may apply in the event of life involvement. More information is available in SOP 3.3.1 on the Volunteer Portal;

- Siting of Appliances

During a recent operational incident firefighters responded to a rural structure fire and crews sited the pumping appliance on the front yard of the property adjacent to the house fire. Whilst initially the siting of the appliance was considered to be at an appropriate location and distance from the house fire, the accumulated effect of radiant heat over the duration of their attendance caused heat damage to the front of the appliance, damaging the decals and plastic mouldings;

- Singapore Fire Fighter Visit

On the 31 January two Singaporean fire fighters toured the Lower South West Region and met some of the local volunteers whilst visiting the helitacs in Busselton, Yallingup Coastal fire station and surrounds, inspection of the West Bay Creek fire and a cruise along the Blackwood River with the Augusta VMRS. The Singaporean fire fighters were also collecting information on bushfire fighting appliances and volunteerism within the communities;

- AC Country Visit

On the 17 January Assistant Commissioner Graham Swift visited the Lower South West region and was able to make stops at Busselton VFRS, Vasse BFB, the new BFB and VMR buildings in Gracetown and at the Margaret River SES facility. Thank you to the volunteers who were able to attend and discuss current matters with the Assistant Commissioner;

- Machinery of Government

In April 2017, the State Government launched a Public Sector Renewal program. The main purpose of this program is to achieve significant reform and cultural change across the public sector with the long-term goal of improving the sector's efficiency, effectiveness, accountability and affordability;

What is changing for DFES?

There are three main components to the changes:

1. Structural - the first change involves reducing the number of reporting arrangements from six (including OEM and OBRM) to four. Governance and Strategy, Capability, and OEM will be combined into a new Command – Strategy and Emergency Management.
2. Senior Executive Services reduction - DFES will be reducing the number of Senior Executive Service positions from twelve to nine.
3. Operations alignment - All operational frontline services will be brought under the banner of Operations Command.

There are no known foreseeable impacts/changes on operational firefighting;

- The status of a “Rural Fire Service” is a decision and an announcement of the Western Australian State Government. No further announcement or decision is expected until after the 2017/18 fire season.



**Attachment 7.3 Report to the City of Busselton Bush Fire Advisory Committee (BFAC) meeting to be held on 13 March 2018**

**Agency:** Department of Biodiversity, Conservation and Attractions, Parks and Wildlife Service

**Officer Representing:** Mark Moore, Fire Operations Officer

**Matters to be discussed:**

**Prescribed burning and bushfire updates 10 minutes maximum.**