

# SHIRE OF JERRAMUNGUP

## BUSHFIRE ADVISORY COMMITTEE

### NOTICE OF ANNUAL GENERAL MEETING

Annual General Meeting of the Jerramungup Bush Fire Advisory Committee held on Wednesday 26<sup>th</sup> April 2017 at the Jerramungup Council Chambers.

#### 1. **OPENING**

The Chairperson Mr David Edwards declared the meeting open at 7:30pm.

#### 2. **PRESENT**

|                    |                                   |
|--------------------|-----------------------------------|
| Mr David Edwards   | Chief Bush Fire Control Officer   |
| Mr Trevor Ross     | Deputy Chief Fire Control Officer |
| Mr Alex Jones      | Deputy Chief Fire Control Officer |
| Mr Brent Bailey    | CEO - Shire of Jerramungup        |
| Mr Ashley Peczka   | CESO - Shire of Jerramungup       |
| Ms Melanie Haymont | BRPC - Shire of Jerramungup       |
| Mr Vince Hilder    | DPaW                              |
| Mr Rohan Murdoch   | Boxwood BFB                       |
| Mr Malcolm Turner  | Needilup BFB                      |
| Mr Mark Tapscott   | Needilup BFB                      |
| Mr Paul Hislop     | Jerramungup VFES                  |
| Mr Damon Parker    | Gairdner BFB                      |

#### 3. **APOLOGIES**

|                       |                             |
|-----------------------|-----------------------------|
| Mrs Charmaine Solomon | DCEO - Shire of Jerramungup |
| Mr Steve Wadsworth    | Shire Ranger                |
| Mr John Tonkin        | Area Officer DFES           |
| Cr Bill Bailey        | Councillor Representative   |
| Mr Anthony Armstrong  | OIC - Jerramungup VFES      |

#### 4. **CONFIRMATION OF MINUTES**

**Moved by Mr Malcolm Turner / Seconded by Mr Trevor Ross.**

**That the Minutes of the Bushfire Advisory Committee meeting held on 22<sup>nd</sup> September 2016 be confirmed as a true and accurate record of proceedings.**

**Carried**

#### 5. **BUSINESS ARISING FROM MINUTES**

##### **5.1 Item 8.14 from previous minutes – Volunteer ID Cards**

Mr Ashley Peczka asked whether those who had their photo taken for the Volunteer ID Cards had received them? The group confirmed that they had received their cards.

## 6. CORRESPONDENCE

### General Circulars

General Circular 13/2017 – Fatigue Management Policy

General Circular 20/2017 – Alcohol and Other Drugs (AOD)  
Management Policy

General Circular 33/2017 – 400MHz Project - UHF Radio Asset  
Inventory

### Operational Circulars

Operational Circular 03/2017 – SAP 3.2.D Restricted Access Permits

Operational Circular 19/2017 – Volunteer Advisory Groups

Operational Circular 27/2017 – Operational Safety Messages

Operational Circular 101/2016 – Community Warnings

Operational Circular 109/2016 – Operational Pre Start Books

### Safety Circulars

Safety Circular 02/2017 – Unrestrained Items in Vehicles

Safety Circular 03/2017 – Update to the procedure for use of In-Cab Air  
with Burn over Blankets

Safety Circular 05/2016 – Emergency Messages

## 7. REPORTS

### 7.1 DPaW Report

Mr Vince Hilder reported;

- Dave Atkins has commenced as the Regional Fire Coordinator
- No major had occur within the national park
- Access to the eastern side of the Fitzgerald River National Park is of concern with the Culham Inlet Road taken away by recent flood waters. Looking at at least 2 years to rebuild access.
- 18 burns planned for the autumn period within National Parks.
- Mitigation works to commence around the Stirling Range National Park and Philips River Nature Reserve.
- Deon Grantham returning to Murray Rd at the end of May.
- Prescribed burning in western areas have been put on hold due to concerns raised by grape growers groups.

### 7.2 DFES Report

(report attached – Attachment 1)

### 7.3 Chief Bush Fire Control Officer Report

(report attached – Attachment 2)

## **8. ELECTION OF OFFICE BEARERS**

Mr David Edwards announced the vacancy for the Chief Bush Fire Control Officer position and left the Chair.

Mr Brent Bailey took over the role as Chairperson for the purpose of conducting the Chief Bush Fire Control Officer election and called for nominations.

### **8.1 Chief Bush Fire Control Officer**

Mr Trevor Ross nominated Mr David Edwards

Mr David Edwards accepted.

There being no further nominations, Mr David Edwards was elected to the position of Chief Bush Fire Control Officer for a one year term.

Mr David Edwards assumed the role of Chairperson.

### **8.2 Deputy Chief Bush Fire Control Officers**

Mr Rohan Murdoch nominated Mr Alex Jones who accepted.

Mr Malcolm Turner nominated Mr Trevor Ross who accepted.

There being no further nominations, Mr Alex Jones and Mr Trevor Ross were declared elected to the positions of Deputy Chief Bush Fire Control Officers.

### **8.3 Chief Fire Weather Officer**

Mr Malcolm Turner nominated Mr David Edwards who accepted.

There being no further nominations, Mr David Edwards was declared elected to the position of Chief Fire Weather Officer.

### **8.4 Deputy Chief Fire Weather Officers**

Mr Alex Jones nominated Mr Paul Hislop who accepted.

There being no further nominations, Mr Paul Hislop was declared elected to the position of Deputy Chief Fire Weather Officer.

### **8.5 Brigade Fire Weather Officers**

Boxwood Hill BFB

Mr Anthony Thomas

Bremer Bay VFES  
Gairdner BFB  
Jacup BFB  
Jerramungup VFES  
Needilup BFB

Mr Wes Thomas  
Mr Brad Shelton  
Mr Mick Lester  
Mr Paul Hislop  
Mr Quentin Brown

### 8.6 Authorised Radio Broadcaster of Harvest Bans

Note: The Chief Bush Fire Control Officer assumes the responsibility of Chief Radio Officer.

Mr David Edwards was declared elected to the position of Authorised Radio Broadcaster of Harvest Bans.

### 8.7 Confirmation of Fire Control Officers for 2017/18 Season

Fire Control Officer List is attached to the following page

### 8.8 Dual Fire Control Officers

Jerramungup / Albany  
Jerramungup / Gnowangerup  
Jerramungup / Kent  
Jerramungup / Lake Grace  
Jerramungup / Ravensthorpe

Mr Rohan Murdoch  
Mr Ray Trevaskis  
Mr Quentin Brown  
Mr Paul Hislop  
Mr Peter Wisewould

## 9. GENERAL BUSINESS

### 9.1 Fire Break Notice;

The committee updated the Restricted and Prohibited Burning Times (below) to reflect the upcoming 2017/18 season. Dates to be gazetted once approval is granted by DFES.

|                                | <b>Zone 1, 2, 3, 4</b>   | <b>Zone 5</b>  |
|--------------------------------|--|--|
| <b>Restricted Burning Time</b> | 1 <sup>st</sup> October 2017 to 31 <sup>st</sup> Oct 2017      | 1 <sup>st</sup> September 2017 to 31 <sup>st</sup> Oct 2017    |
| <b>Prohibited Burning Time</b> | 1 <sup>st</sup> November 2017 to 4 <sup>th</sup> February 2018 | 1 <sup>st</sup> November 2017 to 4 <sup>th</sup> February 2018 |
| <b>Restricted Burning Time</b> | 5 <sup>th</sup> February 2018 to 20 <sup>th</sup> April 2018   | 5 <sup>th</sup> February 2018 to 31 <sup>st</sup> May 2018     |

### 9.2 Draft Camping & Cooking Fire Policy (Attachment 3)

Mr David Edwards advised that a working group was formed to discuss the need for the Shire to develop a Camping & Cooking Fire Policy. The Policy would provide a framework for the Shire Ranger to utilise when dealing with unwanted camp fires, clarity to what is acceptable practice within the Shire and also guidance for administration staff when providing advice over the phone to visitors ringing the Shire Office.

The committee discussed that in the public version of the Policy it should be noted that outdoor pizza ovens do not require a Fire Permit so long as they meet the requirements set out in the policy.

**Moved by Mr Alex Jones / Seconded by Mr Trevor Ross.**

**That the Jerramungup Bushfire Advisory Committee endorse the proposed Camping and Cooking Fire Policy for the Shire of Jerramungup.**

**Carried**

### **9.3 2017 Training Calender;**

Mr Ashley Peczka confirmed the 2017 training calendar with the following adjustments:

- Introduction to Bushfire Fire Fighting (IBFF) to be delivered at brigade level. Brigades are to advise Mr Ashley Peczka of their training date ASAP.
- Advance Bushfire Fire Fighting to replace IBFF scheduled for Tuesday 1<sup>st</sup> August.
- BFAC to consider a Sector Commander course for senior members/FCO's for next year's training calender.

| <b>COURSE</b>               | <b>DATE</b>                             | <b>LOCATION</b>    |
|-----------------------------|---|--------------------|
| Fire Control Officer        | Wednesday<br>26 <sup>th</sup> July 2017 | Jerramungup CRC    |
| Advanced Bush Fire Fighting | Tuesday<br>1 <sup>st</sup> August 2017  | Gairdner Town Hall |
| AIIMS Awareness             | Tuesday<br>8 <sup>th</sup> August 2017  | Jerramungup CRC    |
| Ground Controller           | Tuesday<br>8 <sup>th</sup> August 2017  | Jerramungup CRC    |

### **9.4 SMS Turnout Messages;**

Mr Ashley Peczka raised to the committee whether brigades would like to receive an SMS notification from Comcen of incidents to turn out once details are received via 000 or Comcen is contacted to an incident for brigades to turn out to.

Benefits of SMS notification;

- quicker notification to brigade members turning out to the initial incident, and
- eliminates the need for captains to make numerous phone calls to members in particular those who are easily contactable to mobilise the fire truck.

BFAC noted that they were happy with the way brigades currently turn out but were keen to find out how this service worked with other brigades.

### **9.5 Fire Permits;**

Mr Trevor Ross raised the concern of issuing fire permits to new comers within the Shire without knowing if that particular person has any fire experience.

A Fire Control Officer has every right to apply any condition to a fire permit in relation to the control and safety of that burn, as per section 18(7) of the Bush Fires Act 1954;

*The person issuing a permit to burn under this section may, by endorsement on the permit;*

- a) incorporate therein any additional requirements and directions considered necessary by him relative to the burning; or*
- b) modify or dispense with any of the conditions prescribed for the purposes of this section in so far as those conditions are applicable to the burning.*

A Fire Control Officer has every right to refuse to issue a fire permit to anyone they don't deem suitable, that particular person cannot go to another Fire Control Officer for a fire permit, as per section 15(2) of Bush Fires Regulations 1954;

*Where a person has applied to a bush fire control officer for a permit to burn and that officer has refused a permit or granted a permit which is subject to special conditions, the person shall not apply to another bush fire control officer for a permit to burn in relation to the same bush but he may apply to the local government or chief bush fire control officer may grant a permit to burn or vary the special conditions of the permit.*

Should a refusal of a fire permit occur the Fire Control Officer is to note details within the permit register on dropbox and notify the CBFEO by phone.

### **9.6 Truck Servicing;**

Mr Rohan Murdoch raised the question of servicing the Boxwood Hill fire truck at Wellstead instead of locally in Bremer Bay since Jason Wilcocks workshop had closed with a new mechanic set to open soon.

Mr Brent Bailey advised he would prefer the servicing to remain within the Shire to support local businesses.

### **9.7 Private fire units missing UHF radio;**

Mr Malcolm Turner noticed farmer response units arriving at the Needilup Fire with no UHF radio or without a working one. He queried whether the definition of a fire unit within the fire break notice could be changed to require vehicles to be equipped with a working UHF radio?

Mr Dave Edwards advised education through the brigade to members would be a preferred option rather than the Shire trying to enforce it.

**9.8 Fast Fill Trailer;**

Mr Malcolm Turner advised the committee that Mr Steve Tappscott and Mr Stu Brown wanted to step back from active fire fighting to crew the Needilup Fast-Fill Trailer. They will liaise with the CBFCO or IC as to where the trailer is required/set up, which will also become the welfare point for crews wanting drinking water or food.

**9.9 Vehicle Change Over**

Mr Mark Tapscott advised thst he will be unavailable via the bushfire radio as his vehicle is being changed over. He has been in contact with Nurrunga Communications in regards to the removal of his WAERN radio which they are happy for him to do as long he does not cut any wires. Nurrunga will reinstall the radio when they come out to do the annual servicing of WAERN radios.

**10. CLOSURE**

The Chairperson, Mr David Edwards, declared the meeting closed at 9:30pm

**Mr Ashley Peczka demonstrated the AVL system and the benefits to FCO's**