



Shire of Victoria Plains

**Unconfirmed Minutes
Annual General Meeting of the
Bushfire Advisory Committee**

On	Tuesday 19th March 2019
At	Council Chambers, Calingiri
Commenced	9.05am

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

Chair declared the meeting open at 9.05am.

2 ATTENDANCE AND APOLOGIES

Acting CESM/CFWO	John Brennan (Minutes)
CBFCO/FWO	Gary Manning
DCBFCO/FWO/Capt	Ric Pearson (Yerecoin/Piawaning)
A/DO Inland	Ian Comben
FCO/Capt	Garry Stewart (Calingiri)
FCO/Capt	Gavin Halligan (New Norcia)
FCO/Capt	Simon Forrester (Mogumber/Gillingarra)
FCO/Capt	Colin Guthrie (Bolgart)
Brigade Representative	Hugh Johnson (Yerecoin/Piawaning)
Brigade Representative	Todd Meston
Brigade Representative	
Brigade Representative	
Brigade Representative	
SOVP CEO	Glenda Teede
SOVP Ranger	Shayne Willcocks
SOVP Works & Services Mgr	

Visitors:	
A/AO Midwest	Vicki Booth
DO Inland	Ian Thompson

Apologies:	
FCO	Marty van Beek (Mogumber/Gillingarra)
FCO	Mark Graham (New Norcia)
FCO	Steve Waters (Calingiri)

3 WELCOMING OF VISITORS

Gary welcomed Vicki Booth and Ian Thompson

4 CONFIRMATION OF MINUTES

That the minutes of the Annual General Meeting of the Bushfire Advisory Committee held Monday 13 March 2018 as circulated be confirmed.

Moved: Ric Pearson

Seconded: Garry Stewart

Carried

5 BUSINESS ARISING FROM AGM HELD 13 March 2018

Gary Manning wondered why we have two meetings and wanted to combine the two meetings into the AGM. Everyone agreed to do this and the CESM was to Action this.

6 ELECTION OF OFFICE BEARERS

All positions were declared vacant.

Gary Manning handed the chair to Acting CESM John Brennan

Nominations were called for the positions of: -

Chief Bushfire Control Officer

Simon Forrester nominated **Gary Manning** Seconded **Gavin Halligan**

There being no further nominations, **Gary Manning** was duly elected as Chief Bushfire Control Officer.

Gary Manning CBFCO took the Chair

Deputy Chief Bushfire Control Officer

Hugh Johnson nominated **Ric Pearson** Seconded **Simon Forrester**.
Declined

Ric Pearson nominated **Colin Guthrie** Seconded **Simon Forrester**.
Declined

Simon Forrester nominated **Gavin Halligan** Seconded **Ric Pearson**
Accepted

There being no further nominations, **Gavin Halligan** was duly elected as Deputy Chief Bushfire Control Officer.

Fire Weather Officer: John Brennan pointed out that because of his position now, he should probably not be the Chief Fire Weather Officer. The Meeting agreed and then decided to only have one position and Actioned that the CBFCO, Gary Manning be appointed the position of Chief Weather Fire Officer.

Action: A recommendation be put to Council that John Brennan be Removed from the Gazetted List and that Gary Manning be added to it

Action: A recommendation be put to Council for endorsement that the following people be accepted as FCO's for the 2019/20 Fire Season

Action: At next year's AGM, the CESM is to combine the Agenda of the General Meeting with the Agenda of the AGM.

7 DECLARATION OF CLOSURE

With no more business arising CBFCO closed the meeting at 9.15am



**Unconfirmed Minutes
General Meeting of the
Bushfire Advisory Committee**

On
At
Commenced

Tuesday 19TH March 2019
Council Chambers, Calingiri
9.20am

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

Gary Manning welcomed everyone and declared the meeting open at 9.20am

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

A/CESM	John Brennan
CBFCO	Gary Manning (Yerecoin/Piawaning)
DCBFCO	Ric Pearson (Yerecoin/Piawaning)
FCO/Capt.	Gavin Halligan (New Norcia)
FCO	Hugh Johnson (Yerecoin/Piawaning)
FCO	Steve Waters (Calingiri)
FCO/Capt	Garry Stewart (Calingiri)
FCO/Capt	Simon Forrester (Mogumber/Gillingarra)
A/DO Inland	Ian Comben
FCO/Capt	Colin Guthrie (Bolgart)
Brigade Representative	Brian McGill (Bolgart)
SOVP CEO	Glenda Teede
SOVP Ranger	
SOVP Works Manager	

APOLOGIES:

FCO	Marty van Beek (Mogumber/Gillingarra)
FCO	Mark Graham (New Norcia)

3 WELCOMING OF VISITORS

A/AO Midwest	Vicki Booth
DO Inland	Ian Thompson

4 CONFIRMATION OF MINUTES

That the Minutes of the General Meeting of the Bushfire Advisory Committee held 19 September 2018 as circulated be confirmed.

Moved: Colin Guthrie Seconded: Gavin Halligan **Carried**

5 BUSINESS ARISING FROM GENERAL MEETING HELD 19 September 2018

Gavin Halligan - Mogumber Water Supply and is an item in General Business

6.1 Brigade Requirements (including PPE) - Nil

6.2 Reports:

CBFCO: Gary Manning - This year ended up being a fairly quiet season apart from the start, with several lightning strikes in November and one significant fire, south of Calingiri believed to be arson, and then a hay truck fire in January. Two Movement Bans were enforced and two TFB were set. I want to thank everyone for their ongoing support and commitment with the Bush Fire Brigades throughout the Shire of Victoria Plains

Bolgart: Colin Guthrie – Bolgart had 4 fires. Three caused by lightning and one caused by a harvester in the Shire of Toodyay. They have had a problem with their Fire Truck, of blocking filters and the pump losing prime, since new (16 months ago) which Ray Penfold at DFES Fleet didn't seem to care about and I would like to thank the A/CESM for getting an outside technician to fix the problem, which was a piece of rag wrapped around the pump impellor. He said the Brigade is using the Whatts App and are having great success with it.

Calingiri: Garry Stewart – They have attended four fires this year. They are still having problems with the foam system and it is getting fixed again, today as we speak. They gained two new members at the start of the fire season in Abby Waters and Scott Stephenson.

Mogumber/Gillingarra: Simon Forrester – Attended several fires this year started by lightning, pole top and one mystery. This year the ESL approved 11 R tire upgrade and they have been brilliant in the sand. The Emergency Water Supply at Mogumber needs to be full all the time and have the line enlarged to 100- or 150-mm diameter.

New Norcia: Gavin Halligan – They have had seven callouts this year, mostly as backup to other Brigades. Their Fire Truck has failed them on most occasions. In November at Calingiri they were blacking out around the sheds and the lagging in the auxiliary pump exhaust pipe caught on fire and shut down.

Yerecoin/Piawaning: Ric Pearson – Five callouts this year. Ric thanked the Shire for giving them access to the Fuel at the Depot. They have a group of 5 dedicated town people for the Brigade, which is working very well. Ric was concerned by only having 2200 Litres onboard and with the deluge protection system alarm levels (1 third) the truck doesn't have enough firefighting capacity now and wanted to know if it was possible to upgrade to a 4.4 appliance. He was told that there needs to be a R2R (Resource to Risk Assessment) done. There needs to be paperwork from DFES and the Shire of Victoria Plains submitted to upgrade to a 4.4 Appliance

A/CESM Report: Attached

DOAC September Meeting: A/CESM - Attached.

Mid-West Gascoyne: Ian Comben – Reasonably quiet season, nowadays the Ag area fires are not too much of a problem because of the volunteer's proactive stance. This year we sent strike teams to Esperance and Norseman, they had some strenuous work to do at times but gained invaluable experience. John Wheelock is leaving us for a position in the Rural Fire Division. Ranelle Clarke has moved into a volunteer support role and can assist the Brigades with admin issues and recruiting and retaining your volunteers. The Training Calendar is out and as normal if there is a standalone that you want and is not on the Calendar and you have sufficient numbers, get your CESM to notify us we will come down and deliver it. Next Monday Ian Thompson will be coming back into this role and I will be moving into John Wheelock's old position. I would like to thank you for all your support and efforts over the past two years.

Ranger: Shayne Willcocks – Said that this year, he handed out 4 Infringement Notices, 15 Warnings, 5 Verbals and has 30 on his watch list for next year. He also said that the Shire of Victoria Plains doesn't have a plantation fire break policy and would like the BFAC to recommend they add one to their Local Laws.

Ric Pearson Moved a motion, Gavin Halligan Seconded it, That the Shire of Victoria Plains have a Gazetted Plantation Fire Break Law put into their Local Laws for Fire Breaks by the 1st September 2019. Carried

6.3 AVLs

Reminder to Brigades to conduct monthly AVLs in the fire trucks (ensure that button is pressed 4 x times in quick succession). This is when any system updates are uploaded. Can we start doing this, please?

6.4 Permit Period: The start of the Unrestricted Burning Period was moved from the 31st March 2019 to the 18th March 2019

6.5 High Season Vehicle: We never received this until just after Christmas. They were previously working in the Kimberly and unfortunately, they had a big Fire Season. I have suggested to MWG RHQ that inland areas should get them before coastal areas.

6.6 BFAC Committee: At the 19th September 2018 BFAC Meeting it was decided that that the BFAC Committee shall consist of:

CBFCO.

DCBFCO.

Chief Weather Fire Officer.

CEO.

CESM.

Ranger.

Bushfire Brigade Captains plus one other Brigade representative.

Shire of Victoria Plains Works Manager.

6.7 Rural Fire Division: The Bushfire Centre of Excellence will be hosted at Pinjarra in the Shire of Murray

6.8 Training: The MWG 2019 Combined Training Calendar is attached

6.9 LEMC Committee: The Shire of Victoria Plains was successful in pulling out of the joint LEMC Arrangements and forming our own LEMC. At last week's Council Meeting, the LEMC Committee (size and who) and their terms of Reference, were decided by Council.

7 REPORTS OF OTHER OFFICERS/VISITOR

Vicki Booth – Announced her resignation from the CESM Role, effective Friday 22nd March 2019. She is contracted to her current A/AO position until the end of May. Vicki wanted to thank everyone for their help and support over the last seven years in her role as CESM for the Shire of Victoria Plains, especially Gary. (CBFCO) Vicki thanked Glenda Teede (CEO) for her support, the office staff and JB for ably filling her position of CESM while she was given the opportunity of acting up in the AO role in Geraldton.

Ian Thompson – Hopefully returning to his role of DO next Monday and would like to thank Combo for the job he has done in his absence and is keen to keep the status quo going. If you have any issues he wants you to inform the A/CESM and he will pass it on. As soon as I'm allocated a phone, I will let you all know my number

8 OTHER GENERAL BUSINESS

8.1 Radio Repeater Tower: Turnbuckles and support cables, have been reported as been stretched. (by AFGRI, not sure what qualifications he has to say this) Ian Comben said to contact Alan Brown at DFES Comms and they can probably check this when they check the Radios for next season.

8.2 Brigade Member numbers (Insurance): Remember to keep numbers down to Active Members only to save costs

8.3 Hydrant Repairs: The Hydrant in the laneway between Calingiri Auto Electrics and Calingiri Traders, needs a new box and lid. Ian Comben is going to report this through DFES to be fixed.

8.4 Mogumber Water Supply: Try to see if the ESL will cover this but can't find any information that I need. Western Power Grants, through the Volunteer Association maybe? Simon Forrester said that he gave all the Information of distance, elevation and flow rates to the Shire and they have lost it. Said he would find it and give it to the CESM

8.5 Strike Teams: I'm concerned that we are not even considering helping with these requests anymore. DFES need to give us more time to respond but we need to ask our Brigade Members and reply to the CESM asap (this is not happening) It is a great learning curve to do this. You will gain invaluable experience and meet life long friends. We need to promote this through our Brigades to keep the practice of volunteering strong through our ranks.

8.6 Fire Ground Protocol: If you self-deploy and don't ring COMMS, no one will know you are at a fire. Your safety might be at risk. If you ring COMMS they will contact your CESM.

If you are the highest-ranking volunteer when arriving at a fire, take control, set up the Control Point and start organising the volunteers and start preparing a briefing for the CBFCO or CESM, when they arrive. If you are coping with the job, we will let you continue. My role as the CESM is not to take over and run the incident but, to assist you to manage the incident.

8.7 Harvest and Vehicle Movement Bans – Ric stated that Cr Clarke said that we are not doing this correctly. The CBFCO relies on his FCO/Capt. Throughout the Shire to give him the critical information on calling these Bans and that if two from different areas of the Shire want one, he will call one. Gary also stated that Cr Clarke should probably ring him or the other FCO's instead of Shire Staff and community members

8.7 ACTION ITEMS

a) BFAC to the LEMC asking them to write to WALGA to ask Telstra to reveal their backup plan for communications if their communications tower goes down during an Emergency Incident at the next SEMC meeting.

b) The BFAC recommends to the Shire of Victoria Plains that the Emergency Water Supply tank at Mogumber always needs to stay full, the pipeline from Tank to hydrant needs to be upgraded to 100mm or 150mm diameter to increase water flow and to source a constant supply for the tank storage.

c) Contact Alan Brown at DFES Comms if they can check the Turnbuckles and Cables on the Shires Repeater Tower.

d) The BFAC recommends to the Shire of Victoria Plains that they have in place a Plantation Fire Break Law within their Local Laws for Fire Breaks by the 1st September 2019.

9 NEXT MEETING

9.1 The next meeting of the Bushfire Advisory Committee will be held on Monday 23rd September 2019 at 9.00am

The CEO left the meeting at 10.42am

10 DECLARATION OF CLOSURE

10.1 With no further business to discuss, the CBFCO closed the Meeting at 10.45am.

RECOMMENDATIONS FROM THE BFAC MEETING FOR COUNCIL ENDORSEMENT

1. A recommendation be put to Council that John Brennan be Removed from the Gazetted List and that Gary Manning be added to it.
2. A recommendation be put to Council for endorsement that the following people be accepted as *FCO's for the 2019/20 Fire Season*

Shire of Victoria Plains

BUSHFIRES ACT

BUSHFIRE CONTROL OFFICERS and

FIRE WEATHER OFFICER

Notice is hereby given pursuant to Section 38 of the Bushfires Act 1954, that the following have been appointed as Bushfire Control Officers and Fire Weather Officer appointed for duty within the Shire of Victoria Plains for 2019/2020. All other appointments are hereby cancelled.

Chief Bush Fire Control Officer

Gary Manning

Deputy Chief Bush Fire Control Officers

Gavin Halligan

Fire Weather Officer

Gary Manning

Other Bush Fire Control Officers

Bolgart - Colin Guthrie, Todd Meston

Calingiri - John Brennan, Owen Edmonds, Gary Stewart, Steven Waters

Mogumber/Gillingarra - Simon Forrester, Marty van Beek

New Norcia – Gavin Halligan, Grant Sinclair, Mark Graham

Yerecoin/Piawaning - Ric Pearson, Hugh Johnson

Acting Community Emergency Services Manager – John Brennan

3. The BFAC recommends to the Shire of Victoria Plains that they have in place a Plantation Fire Break Law within their Local Laws for Fire Breaks by the 1st September 2019.
4. The BFAC recommends to the Shire of Victoria Plains that the Emergency Water Supply tank at Mogumber always needs to stay full, the pipeline from Tank to hydrant needs to be upgraded to 100mm or 150mm diameter to increase water flow and to source a constant supply for the tank storage.

- (3) The averment in a claim, prosecution notice or other document in a prosecution or legal proceedings instituted for the purposes of this Act that a person is or was at the stated time the owner or occupier of land, is to be presumed as proved in the absence of proof to the contrary.

[Section 66 inserted by No. 11 of 1963 s. 28; amended by No. 14 of 1996 s. 4; No. 81 of 1996 s. 153(1); No. 57 of 1997 s. 26(3); No. 84 of 2004 s. 80; No. 28 of 2006 s. 392; No. 60 of 2006 s. 126; No. 47 of 2011 s. 16.]

67. Advisory committees

- (1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.
- (2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.
- (3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may —
- (a) make rules for the guidance of the committee; and
 - (b) accept the resignation in writing of, or remove, any member of the committee; and

- (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.
- (4) A committee appointed under this section —
 - (a) may from time to time meet and adjourn as the committee thinks fit;
 - (b) shall not transact business at a meeting unless the quorum fixed by the local government is present;
 - (c) is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

[Section 67 inserted by No. 11 of 1963 s. 28; amended by No. 67 of 1970 s. 5; No. 65 of 1977 s. 45; No. 14 of 1996 s. 4.]

68. Regional advisory committees

- (1) A group of 2 or more local governments may by agreement join in appointing a regional bush fire advisory committee to assist them in the performance of their functions under this Act.
- (2) Where a group of local governments agree to appoint a committee under this section —
 - (a) those local governments, by agreement —
 - (i) shall fix the number of members of the committee and the quorum for the transaction of business at meetings of the committee;
 - (ii) shall determine the interests to be represented on the committee;
 - (iii) may make rules for the guidance of the committee;
 - and
 - (b) each of those local governments —
 - (i) shall be entitled to appoint the same number of persons as members of the committee and,