



SHIRE OF YORK
BUSH FIRE ADVISORY COMMITTEE
5 MAY 2011 YORK TOWN HALL

MINUTES

1. DECLARATION OF OPENING

The meeting was declared open at 7.30pm.

2. RECORD OF ATTENDANCE

2.1 Attendance List

Terry Davies	CBFCO
Richard Boulton	
Wayne Collins	DCBFCO
Bruce Gentle	
Warwick McGregor	
Justin Corrigin	
Tony Robinson	
Glen Davies	
Jeremy Marwick	DCBFCO
Simon Penny	
Tim Springbett	
Peter Boyle	
Colin Leulf	
Peter Reynolds	
Clive Owen	
Mark Bowen	District Manager, FESA
Ray Hooper	CEO, Shire of York
Tyhsca Cochrane	DCEO, Shire of York
Gordon Tester	Manager Building & Health
Matt Sharpe	Ranger, Shire of York
Angela Plichota	Ranger, Shire of York
Stacey McQuistan	Emergency Management Officer, Shire of Cunderdin

2.2 Apologies

Kevin Pollack DEC

3. CONFIRMATION OF MINUTES (15th September 2010)

Moved: A Plichota Second: M Sharpe

4. MATTERS ARISING FROM PREVIOUS MINUTES

4.1 Malebelling Shed

T Cochrane advised the committee that the request to close a portion of Road Reserve (on the corner of Sees Road and Quellington Road) was considered at Council's March meeting.

The process now is to advertise the partial road closure and aware the Ministers approval prior to construction of the shed.

4.2 Burges Siding Shed

T Cochrane raised the possibility of building the Burges Siding Brigade Shed on the Reserve on Burges Siding Road (near the corner of Spencers Brook Road, next to the train line and Burges Standpipe). Another identified potential site was Hamersley Siding.

S Chipper raised an objection to the proposed location, citing proximity to Brigade members and requested that Burges Siding Bush Fire Brigade be given opportunity to meet and discuss the proposal before the Committee can make a decision as to whether the Burges Siding Road location is supported. There is potential for a portion of S Chipper's land being available for such a facility.

5. ELECTION OF OFFICE BEARERS

M Bowen was returning officer for the elections and declared all positions vacant.

5.1 Chairperson

Richard Boulton was nominated to the position of Chairperson

Nominated: A Plichota Second: T Davies

No other nominations

Richard Boulton appointed to the position of Chairperson

5.2 Chief Bush Fire Control Officer

Terry Davies was nominated to the position of Chief Bush Fire Control Officer

Nominated: C Owen Second: S Penny

No other nominations

Terry Davies appointed to the position of Chief Bush Fire Control Officer

Motion put forward by J Marwick:

**That two Deputy Chief Bush Fire Control Officers be appointed in the East;
And two Deputy Chief Bush Fire Control Officers be appointed in the West.**

Second: P Boyle

11 votes for motion // 1 vote against

5.3 Deputy Chief Bush Fire Control Officer 1

Jeremy Marwick was nominated to the position of Deputy Chief Bush Fire Control Officer 1

Nominated: Bruce Gentle Second: J Corrigin

No other nominations

Jeremy Marwick appointed to the position of Deputy Chief Bush Fire Control Officer 1

5.4 Deputy Chief Bush Fire Control Officer 2

Wayne Collins was nominated to the position of Deputy Chief Bush Fire Control Officer 2

Nominated: S Penny Second: B Gentle

No other nominations

Wayne Collins appointed to the position of Deputy Chief Bush Fire Control Officer 2

5.5 Deputy Chief Bush Fire Control Officer 3

Steven Chipper was nominated to the position of Deputy Chief Bush Fire Control Officer 3

Steven Chipper withdrew his nomination

Glen Davies was nominated to the position of Deputy Chief Bush Fire Control Officer 3

Nominated: A Plichota Second: T Davies

Glen Davies appointed to the position of Deputy Chief Bush Fire Control Officer 3

5.6 Deputy Chief Bush Fire Control Officer 4

Warwick McGregor was nominated to the position of Deputy Chief Bush Fire Control Officer

4

Nominated: A Plichota Second: B Gentle

No other nominations

Warwick McGregor appointed to the position of Deputy Chief Bush Fire Control Officer 4

5.7 Harvest Ban Officers

Tim Springbett was nominated to the position of Harvest Ban Officer

Nominated: W Collins Second: P Boyle

Paul Jenkinson was nominated to the position of Harvest Ban Officer

Nominated: P Boyle Second: W Collins

Glen Davies was nominated to the position of Harvest Ban Officer

Nominated: S Penny Second: S Chipper

Murray Hewitt was nominated to the position of Harvest Ban Officer

Nominated: P Boyle Second: W Collins

Colin Lueff was nominated to the position of Harvest Ban Officer

Nominated: B Gentle Second: W Alman

Tim Springbett, Paul Jenkinson, Glen Davies, Murray Hewitt and Colin Lueff were all appointed to the position of Harvest Ban Officers unopposed

6. BRIGADE REPORTS

6.1 Burges Siding Brigade

- Aren't getting many members to meetings
- All office bearers in the Brigade have been re-elected
- Want to encourage the hobby farmers in the area to join but don't have contact details
- Burges Brigade members are very spread out across their area
- Don't have a Townsite, or a sense of community in the area

M Bowen commented that once a shed was built the Brigade will have a base and can invite more people along to meetings and open days etc.

R Hooper advised that the Shire will provide the Brigade with contact details for the 43 hobby farm land owners in their area by 9 May 2011.

6.2 Greenhills Brigade

- Not much to report this season
- Truck is going well
- Have held training day to familiarise with the truck
- Water tank is supposed to be going in

M Sharpe advised that the Greenhills and Talbot water tanks have been ordered, and will be installed soon

6.3 Malebelling Brigade

- Held a meeting late last year to meet new Ranger and elect positions
- All office bearer positions are the same as last year
- Truck was delivered prior to harvest
- Had a brief training day with M Bowen to show us over new truck
- Thanks to the Shire, FESA and P Boyle for pushing the need for Brigade to have a truck
- Possibly holding another training/truck familiarisation at their next meeting
- Attended approx. 10-11 fires this season

6.4 Talbot Brook Brigade

- Attended 4 fires including a DEC land fire on new years day
- Attended St Ronans fire, Yeering Road fire, Daliak fire
- Truck is working well
- New radio has been installed, would like training on the radios
- Would like shed relocated to the Talbot Hall site as difficult to access current site (gates, sheep etc)

6.5 York VES

- Not much to report this season
- Since the January storms they have acquired additional equipment
- Now have a Landcruiser wagon on short term loan
- Second generator has been provided but looking for another to run computer/air con
- New members have been trained and are coming along well
- Unit is now taking out a full truck and second unit for most calls

6.6 York FRS

- All office bearers have been re-elected
- New members, now totalling 24
- Incident rate is up due to the storm
- Brigade members have commenced training again this year

R Boulton would like to thank the Shire for their ongoing assistance and wanted members to know that if you ask the Shire will help

6.7 DEC Report

- Kevin Pollack was an apology

6.8 FESA Report – M Bowen

- Thank you to all members that attend the Red Hill fire
- Emergency Services Forum (for Chief, Deputy Chief & CEO) is now a combined forum with separate streams so that members can choose what is relevant to them. Would be great to see York members attend.
- Have held meeting with the Shire to discuss burn plan for the Avon River but there are still some issues to be sorted with cultural and environmental concerns and the fact that some of the land is DEC, some Shire and some UCL
- Need support from the Brigades to burn
- First location of proposed mosaic burn is Cowan Rd to Hatfield Rd
- Also thanked all members for providing assistance during the recent storms

6.9 Shire Report – R Hooper

- Most items from the Shire perspective are on the agenda

7. OTHER REPORTS

Nil

8. DISCUSSION TOPICS

8.1 Radio Schedule – M Sharpe

- format for radio schedules needs to be reviewed as most people weren't on it last year
- nearly half members aren't answering on schedule, and have been dropped off list
- the ranger is not always available to run schedule, depending on what Shire they are in

R Hooper asked if we still needed the schedules

All members agreed that the schedule is required, especially during harvest.

The Northam schedule was discussed as a possible alternative, where members calling in to radio check if they are listening on a voluntary basis – and amending the schedule to be more of an informative platform providing weather forecast, permit information and ban information.

Members have been asked to discuss with their brigades and bring something back for the next meeting.

8.2 Sector Commander Training – T Davies

- Requested that more members undertake training and learn the skills required to assist in Incident Control
- Further training will move Brigades forward
- Other training that is important for the Brigades to undertake includes Machinery Supervision, Ground Controller (water bomber operations) and Sector Commander

8.3 DEC Reserves – R Boulton

- Want DEC to restrict access to the forest
- 4wd and bikes are creating damage to access tracks and paths

8.4 Burning Permits- M Sharpe

- Fires are getting away from residents every year
- Ranger needs to know when and where permits are issued
- Those people burning need to keep an eye on the weather to ensure its safe
- A 3rd person is required when burning, and there may issues in the event of a coronial inquest or insurance claims

8.5 ESL Grants – M Sharpe

- reiterated brigades need to put in fire reports to show how many fires they are attending in order to justify increase in funding
- Risk to Resource also needs to be adopted to show what resources are required where in the Shire

8.6 Prohibited / Restricted Burning Period – W Collins

- Clarified the following...

TOTAL FIRE BAN – where the Minister declares that the Fire Weather will be Severe/Catastrophic and any activities likely to cause fire are banned. Normal agricultural activities are exempt from this, unless the Shire imposes a Harvest Ban.

HARVEST BAN – Where the local weather conditions exceed a fire index of 32 and the Shire subsequently impose a ban in throughout the Shire

The Shire staff are also required to comply with these Bans

PROHIBITED BURNING PERIOD – the time of year where permits are not available and burning off is not permitted. This is different to a Total Fire Ban, which is normally imposed from midnight to midnight the following day.

8.7 Harvest Bans – W Collins

- Couple of fires got away this year

M Bowen noted that York has a significantly higher instance of burns escaping

R Hooper commented that other Shires put bans on and York tend not to This endangers the community

Discussion was held on whether one person should be responsible for writing all permits, however local brigade members have better knowledge of their area and better understanding of what the risk is.

8.8 WAERN Radios – M Bowen

- Radios are being installed at the moment
- Encourages all members to play with them, try them out
- Training to be held with FRS if a few members wanted to come along
- They are finalising the training package but there is a disc available
- It's easier to learn in practice, rather than learning from a disc
- The old radios have been left in the trucks during the transition period
- WAERN's are being issued to FCO's, the Shire, Fire Trucks and some base stations

8.9 Training – M Bowen

- New training calendar is out
- Stressed the importance of keeping up to date with training
- If there is a big enough group, training can be held in York

8.10 Triple O Agreement – M Bowen

- Many options available for the Triple O
- This is how FESA notify the Shire of a fire once someone calls Triple O
- Several variations were covered including –
 - o Setting up an executive group of Chief, Deputies, Captains and Shire staff
 - o SMSing brigade if fire in their area
 - o SMSing all members for maximum coverage
- Delegates decided that SMSing all would be the best way to get the message out to all

M Sharpe to action this request, and provide FESA with the SMS list accordingly

8.11 SAP 12 – M Bowen

- Local fire requirements (refreshments, machinery) are to be paid for by the Shire under the ESL
- Shire to set up a policy/procedure to outline how this works
- Regional fires where Brigades from other Shires/FESA are in attendance, requirements are paid for by FESA (appropriate paperwork to be completed)
- If other Shire brigade resources/FESA resources are required, call the duty officer (24/7) on 9690 2300

8.12 Community Emergency Services Manager – M Bowen

- Discussed offer to the Shire for a dedicated Fire and Emergency Services Manager to cover York and Beverley to -
 - o Coordinate emergency plans
 - o Coordinate prescribed burning
 - o Coordinate & provide training
 - o Arrange PPE
 - o Assist in FCO development
- FESA have offered a 70/30 split (Shire to pay 30% of position)
- They will not be responsible for taking over every fire, but there to support the volunteers to manage fires

8.13 PPE Order Forms – M Sharpe

- As attached to Agenda
- To make ordering PPE easier
- Forms can be emailed out

8.14 SMS List – M Sharpe

- Already covered in Triple 0 agreement
- Need all Brigade member mobile numbers to add to list

8.15 Brigade contact details – M Sharpe

- Need contact details (email/mobile)
- Please compile contact list for your Brigade and provide to Shire
- Quicker to email training info rather than posting

8.16 Harvest Ban Procedures – M Sharpe

- Shouldn't be up to the Ranger to make this decision
- This is why we appoint Harvest Ban Officers
- As per the attached Policy, process is proposed on how and when we put on a ban
- Section 7 to be amended to reflect the Shire of York Local Laws (relating to water resources required during harvesting)

8.17 Fire Reports – M Sharpe

- Already covered this during discussion on ESL funding
- Fire reports need to be put in for all fires, whether they be from a Triple 0 call, personal phone call, for escaped burn offs as well as all other fires

9. NEW BUSINESS OF AN URGENT NATURE

P Boyle – do we need restricted to go to 14th April

M Sharpe – Restricted was set for earlier in the year, but due to the dry conditions it was pushed out further so that anyone burning was under the restrictions and had to fulfil certain requirements.

Once we go to Unrestricted, we cannot place any restrictions on residents wishing to burn.

10. GENERAL BUSINESS

P Boyle – Do Wester Power need to have water with them on Fire Ban days?

There has been an incident where they started a fire on farmland.

M Bowen – Unsure of the particular circumstances, but they need to comply with Local Laws and State legislation. Will speak with Western Power in Northam to clarify.

P Boyle – Congratulations to all office bearers.

Thank you to M Bowen and R Hooper for their continued support.

T Davies – Thank you to FRS and VES for their continued assistance.

If brigades need assistance, please don't hesitate to call on FRS and VES.

P Boyle – Can brigades use the fire trucks at burn off?

M Bowen – They can be used if the burn off is assisting in training the Brigade members.

P Boyle – What is happening with the old Malebelling truck?

M Bowen – Still trying to get a final word from Perth as to what is happening with it.

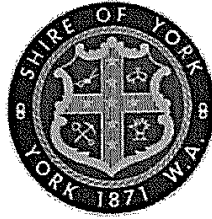
11. NEXT MEETING

The next Bush Fire Advisory Committee Meeting will be held on Thursday 29 September 2011 in the York Town Hall at 7.30pm.

12. MEETING CLOSURE

Meeting declared closed at 9.50pm.

Thank you for your attendance.



**SHIRE OF YORK
BUSH FIRE ADVISORY COMMITTEE
5 MAY 2011 YORK TOWN HALL**

ACTION LIST

	Action	Responsible Person	Due Date
1	<i>Burges Siding Bush Fire Brigade to hold a special meeting to discuss the potential location of the Burges Siding Bush Fire Brigade shed at the Burges Siding Road and report back to the Shire</i>	Captain: Burges Siding Bush Fire Brigade	05/06/2011
2	<i>To collate contact email and mobile phone details for all Brigade members to be included in training/brigade matters email list and Triple 0 agreement and report back to next BFAC</i>	All Brigades	No later than 27/09/2011
3	<i>Obtain response from FESA Perth on the proposed sale of the old Malebelling Fire Truck and report back to next BFAC</i>	M Bowen	No later than 27/09/2011
4	<i>To discuss and suggest alternative method to conduct the current morning Bush Fire schedule and report back to next BFAC</i>	All Brigades	No later than 27/09/2011
5	<i>Investigate relocating Talbot Brook Fire Shed to the Talbot Hall and report back to next BFAC</i>	M Sharpe	No later than 27/09/2011
6	<i>Shire to provide Burges Bush Fire Brigade with hobby farmer contact list</i>	M Sharpe	31/05/2011

