



city of
kalamunda

**Bush Fire Advisory Committee Minutes
15 November 2018 – 17.55
Function Room, City of Kalamunda Administration Building – 2 Railway Road,
Kalamunda**

1.0 Opening of Meeting

Moved the minutes of the Bush Fire Advisory Committee held in the Function Room at the City of Kalamunda on 15 November 2018, be confirmed as being a true and accurate record.

Moved: MW Seconded: SL

2.0 Attendance and Apologies

Members:

Volunteer Bush Fire Brigade, 1 st Lieutenant – Steve Lake	SL
Volunteer Fire & Rescue Services, Captain – Tony Moiler	TM
Volunteer Bush Fire Brigade, Captain – Duncan Reynolds	DR
Volunteer Fire & Rescue Services, Foreman – Brian McGinley	BM
Community Emergency Services Manager – Mike Ward	MW
State Emergency Services, Deputy Unit Manager – Warwick Martindale	WM

City Staff:

Director Development Services – Peter Varelis	PV
Senior Fire Mitigation Officer – Michael Hall	MH
A/Coordinator of Community Safety – Tim Parry	TP
Customer Relations Officer – Angie House (Secretary)	AH

Visitors:

Mayor – Cr John Giardina	JG
DBCA – Fire Coordinator – Michael Pasotti	MP

Apologies:

State Emergency Services, Unit Manager – Cynthia Coventry	CC
Councillor – Cr. Michael Fernie (Deputy Member)	MF
Manager Parks and Environmental Services – Joanne Smith	JS
Volunteer Bush Fire Brigade, Deputy Chief Bush Fire Control Officer – David Carroll	DC

3.0 Confirmation of minutes of the previous meeting

Moved the minutes of the Bush Fire Advisory Committee held in Function Room at the City of Kalamunda on 19 July 2018, be confirmed as being a true and accurate record.

Moved: MW Seconded: SL

4.0 Business arising from previous minutes

4.1	<u>Poly- Fluoroalkyl Substance (PFAS)</u> Overview Presentation was provided.	MW
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- 4.2 Terms of reference
- Concerns were raised by members of the Rural Fire Brigade. The members are concerned the changes will dilute the purpose of the committee. DR
SL
- Reassess the concerns. The matter was deferred to a working group meeting. Name is staying as BFAC. JD
DR
- 4.2.1 Action: Reconvene the TOR working group. Suggested date being 11 December 2018 to discuss concerns. MW
- Moved: MW Seconded: SL
- All in Favour
- 4.3 Issue with the sparrows
- Actions were taken to deter sparrows from nesting in the station have not been successful. A Pest controller will be coming on Tuesday 20 November 2018 to relocate them to the likes of Mandurah to prevent them returning. MW
- 4.4 Action Items Carried Forward**
No matters being carried forward
- 5.0 Disclosure of Interests**
No interests were declared.
- 6.0 Correspondence**
- 6.1 Financial support around the BART System.
- 7.0 Items for Committee Consideration / Discussion/ Noting**
- 7.1 Terms of Reference
- Deferred to special working group.
- 7.2 New Members SL
- Currently, the process to sign up new members requires a criminal check and medical. The City will not proceed with medicals until a criminal check has been done. As this can sometimes take weeks, new members are starting to lose interest while waiting for checks to be completed. This is having a negative impact on volunteer retention.
- The BFB are requesting an amendment to the process so that City pay for the medical and that it be undertaken at the same time as the criminal check making everything work coherently. SL
- There is risk to the City if it pays \$100 for the medical, but the member has an undisclosed criminal record. PV



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The risk is low as the majority of people with criminal records do not join up. Having a criminal record does not preclude membership, it depends on the crime.

SL

Are volunteers, regarded as employees of City? What are the City's OSH requirements for our volunteers? Can the City pay for the medical examinations for staff?

DR

It was reported to the committee that DFES Volunteer Fire and Rescue Services (VFRS) members are not required to undergo a health assessment unless the applicant has a pre-existing condition that requires a medical practitioner to assess. The application to join form has a medical condition disclosure section.

TM

Motion to Council

- 7.2.1 Consult with People Services regarding the requirement for a medical examination and provide advice of any procedure and proposed/recommended changes.

Resolution – In the interim, the committee recommends that Council pay for medical consultations to proceed in parallel with the police check until it is determined whether a medical is actually required as part of the enlistment process.

Moved: SL Seconded: DR

- 7.3 Burning Permit Fees

SL

The City now charges residents an administration fee of 10% to a maximum value of \$50.00 for every burn that is invoiced. The BFB factor the fee into their quotations with residents and it causes a confusion to administer. There are complexities with GST calculations that cause money being held by the City until they can be ratified. An example is \$19,000 held by the City for completed burns due to inconsistencies with GST. The BFB request the City reconsider the process of recouping these fees. In the past 12 months, the City recovered \$380 of fees, and the BFB enquiring whether this process value for money. The BFB are asking is there a better approach?

- 7.3.1 **Motion to Council**

SL moved the committee recommends to Council that the abolishment of the fee. Will liaise with our Finance team.

Moved: SL Seconded: DR
All in favour

- 7.4 Incident Control Vehicle (ICV)

Donated by a mining company. Sean Delaney (Brigade Member) arranged the donation and delivery of the vehicle. Over \$9000 was spent on the vehicle, paid for by community donations. The project was carried out over more than a year. The Brigade paid for the fit out and accessories and did a lot of the work.

The City did not put any financial support towards the ICV. However, the City has maintained the vehicle over the years.



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i. Changes in Response Management

During the lifetime of the ICV, the WAERN project provided more repeater channels throughout the Brigades extended operating area thereby alleviating some of the communications issues previously experienced. While not perfect, the BFB no longer have as many black spots. Furthermore, SWORD Communication Support now provide the capability for mobile repeaters which are better suited to the WAERN system.

The vehicles secondary purpose was to be an incident/forward control point at or near the fire ground. When all of our vehicles are at a fire, this becomes a strongly suggested requirement as written in DEFES Doctrine. Most Level 1 incidents are controlled from the ground, sometimes in more difficult terrain, with the need to be more mobile. The nature of the ICV in its current format does not allow for mobility or 4wd access.

The reality is, that when there is a level 2/3 incident out the back of Kalamunda, the BFB will either be utilising DFES ICVs for forward control as they are fit for the purpose, and/or will be using the Kalamunda SES/BFB Station for an Incident Coordination Centre.

By transitioning this role to a fire support vehicle (FSV) and formally equipping the FSV with modern equipment to aid/light incident control, the vehicle can also be adopted for crew transport, sector commander, divisional commander, (deputy) operational officer and deputy incident controller roles at large incidents.

The Brigade has invested some money into the FSV in its current form, however if it is to be successful as a "jack of all trades" including properly managing level 1 incidents given the technology that is available to us, we need to change direction. The concept of a "pod" is proven in the field by DFES, and could serve all of our needs. A pod generally will last around 10 years.

ii. Recommendation from BFB

The BFB make the following recommendations to the committee:

- formal replacement plan be implemented for FSV1 in coming year
- the BFB undertaking major works on FSV1 to expand its capability as described in this presentation
- the FSV1 is retained for the sole use of the BFB with the exception of emergencies
- the BFB is given permission to dispose of the ICV, including the sale of accessories from the vehicle to fund the enhancement of the FSV1
- FSV1 is not be used for the fire inspection program.

iii. Rationale for the recommendation is as follows:

- the City had a verbal agreement with the BFB about replacement of FSV1 in which was to occur in conjunction with the Chief Fire Control Officer's vehicle, this did not occur



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- BFB primary concern with other parties using FSV1 is the damage which occurs to the vehicle FCO inspectors is because of the amount of damage to the vehicle when it is returned.

7.4.1 **Motion to Council**

Council support the replacement of ICV.
Council supports the BFB recouping costs from the sale of accessories from ICV.
Council give permission of the BFB to sell ICV.
Moved: SL Seconded: DR
Carried

7.5 Complaint From Residents Regarding Mistaken Identity

TM

The BFB raised concerns that the Fire Brigade is getting mistaken for Fire Control Officers (FCO) because of the markings on the vehicles. The vehicles look too much like the BFB vehicles and there have been complaints from residents. The BFB raised the following questions:

Why do the vehicles have to look like the BFB vehicles?
Can we make a change regarding this?

Response

The City are using lease vehicles from Thrifty. They have to be marked up so they need to be identifiable to residents as FCOs. It would cause alarm to residents if they were marked as Thrifty vehicles. Having a rental vehicle driving around on private property would look very suspicious.

The City has not received complaints about the markings of the vehicles.

PV

7.6 Burning Permits

TM

Concerns were raised about the new process of electronically issuing Burning Permits. The VFRS want to issue their own permits without the need of the City. The rationale for the request is that it is not possible for the volunteers to get time off work to pick up the permits from the City. They want to see a reintroduction of the old permit books, so they can issue their own permits.

It was raised that the Deputy Chief Bushfire Control Officer should be able to write a permit to burn.

SL

It was noted that the Chief Bush Fire Control Officer has the power to issue a permit to burn.

MW

In previous years, the issuing of permits was not strictly controlled. The new system means the City has an accurate record of which residents have a permit to burn. It means the City can identify within seconds whether a permit issued. It assist with preventing illegal burning.

TP



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7.6.1 Recommendation

PV

The City will investigate amending the procedures for the issuing of permits to burn.

7.6.2 Motion to Council

Council approve the amending of procedures for the issuing of permits to burn, to permit the volunteer Fire Control Officers to issue their own permits.

Moved: TM Seconded: DR
Vote – carried.

8.0 Urgent business with the approval of the presiding member

Nil

9.0 Date of Next Meeting

March 14th 2019

10.0 Closure

Presiding member closed the meeting at 8:02pm

JD