

## KANGAROO ISLAND BUSHFIRE MANAGEMENT COMMITTEE

# MINUTES

**Date:** 30 July 2021  
**Time:** 11:38 am  
**Location:** Microsoft Teams Meeting  
**Chair:** Peter Phillips, Chair, CFS Regional Commander, Region 1  
**Meeting Contact:** ██████████  
**Document Status:** **AMENDED 7.6 - APPROVED**

ATTENDEES	
Name	Title
Peter Phillips	SACFS Regional Commander – Chair
Adrian Parente	SACFS Regional Prevention Officer – Executive Officer
Karen Mules	SACFS Regional Administration Officer – KI BMC Admin - Observer
Eve Keam	SACFS Community Engagement Officer - Observer
Amy Riebe	SACFS BMPU - Observer
Anthony Sandeman	DEW - Deputy
John Fernandez	KI Council - Deputy
Pierre Gregor	KITA - Observer
Tim Buck	AG KI - Member
Glen Willson	CFSVA – Member
Dave Wilson	CFSVA - Deputy
David Loveder	SA Water – Member
Gay Crowley	KI Landscape Board - Deputy
Paul Cory	DEW Fire Management Officer, BoPL Project KI - Observer
David Farrow	KIPT - Observer
Brian Stewart	KIPT - Observer

APOLOGIES	
Name	Title
Peter Davis	KI Landscape Board - Member
Mark Fairney	SAPOL - Member
Gus Sickerdick	SAPOL - Deputy
Sam Mumford	KI Council - Member
Andrew Heinrich	KI Landscape Board - Observer

### 1. WELCOME AND APOLOGIES:

**Chair**

Chair Peter Phillips welcomed all to the meeting, with a special introduction to Andrew Heinrich – KI Landscape Board Chairman and Paul Cory – DEW Fire Management Officer, BoPL Project KI.

Gabriel Crowley – Deputy – KI Landscape Board advised Andrew Heinrich is an apology today.

Apologies also from – Peter Davis – Member KI Landscape Board; Gus Sickerdick & Mark Fairney from SAPOL. Chair advised for those that know Gus Sickerdick, Gus is celebrating his last day with SAPOL

today as he commences his retirement - a new member nomination is anticipated from SAPOL.

**2. SAFETY BRIEFING:**

**Chair**

Safety Briefing was not provided given that the meeting is being conducted remotely via Microsoft Teams video conferencing.

**3. DISCLOSURE OF INTEREST:**

**Chair**

Reminder to declare interest upfront. If anything comes up during the meeting as a conflict of interest, notify at time/beginning of discussion. It will be up to the committee to decide if it is a conflict or not.

*“No conflict of interest or any other business was disclosed throughout the course of the meeting.”*

**4. CONFIRMATION OF MINUTES:**

**Chair**

<b>Key Points:</b>	Confirm Minutes of Previous Meeting				
<b>Resolution:</b>	“That the Minutes of the previous meeting held on 7th May 2021 be accepted as a true and accurate record of that meeting”.				
<b>Moved:</b>	David Loveder	<b>Seconded:</b>	Brian Stewart	<b>Motion:</b>	All

***Reminder that BMC Meetings are recorded and a copy can be requested through the Region.***

**5. BUSINESS ARISING FROM MINUTES:**

**Chair**

**5.1 Formation of Sub-Group to work on developing new wording for Island Beach and Vivonne Bay signage – Executive Officer**

Executive Officer Adrian Parente is waiting to receive feedback from A/CFS Compliance Officer Ali Walsh; hoping this to be finalised in the next couple of weeks however he understands there is some draft wording that has been written and will be forwarded onto this committee as soon as possible.

***ACTION: Executive Officer Adrian Parente to forward draft signage wording onto this committee once received from A/CFS Compliance Officer Ali Walsh.***

**5.2 DEW and KI Council newly developed policies of campfires – Executive Officer**

There has been a drive for a consistent policy to be developed around campfires across Kangaroo Island landholders in the view for community members/tourists to better understand these rulings.

Anthony Sandeman; DEW advised that no campfires are allowed in DEW reserves within the Fire Danger Season (FDS) based on the risk rating. National Park district staff are introducing campfires into parks but remain outside of the FDS. Anthony also believes there is an attempt to enable gas fires for cooking amongst campsites, this will require additional infrastructure to provide tourists/campers with further options for cooking and is yet to be formalised.

KI Council – Not present to provide comment.

Chair Peter Phillips proposed through Executive Officer Adrian Parente to remove this item from the agenda as this issue remains un-resolved and from previous discussions had over the past two years it is unlikely that a consistent policy will be developed. Carried: All.

***ACTION: CLOSE.***

### 5.3 Undertake assessment around Treatment Plant at Turkey Lane – Executive Officer/SA Water

Dave Loveder; SA Water briefed committee and advised that SA Water have conducted an internal audit to make some minor asset upgrades to the treatment plant from a fire prevention perspective and more broadly working with the CFS to enhance water supply at the Turkey Lane location to improve water supply for aerial support including using raw water supply rather than the potable supply – works remain ongoing. SA Water are working through recommendations/tasks that resulted in the internal audit conducted.

### 5.4 KI CFS Group to be included in BMC Membership – Executive Officer

Executive Officer Adrian Parente encouraged discussion amongst committee for KI CFS Group to become a member of the KI BMC.

Amy Riebe; BMPU advised that BMC membership is determined through the State Bushfire Coordination Committee (SBCC) and she is aware that 'membership' has been flagged and likely to come up in review process that the SBCC are to undertake. Amy anticipates there will be opportunity through this review process for feedback and engagement from BMCs.

Glen Willson; CFSVA advised that as he and Tim Buck; KI Ag have recently undertaken group positions within KI CFS Group there is a linkage from the KI BMC back to the KI CFS Group through these channels in the short term.

Executive Officer Adrian Parente moved to hold agenda item over until the SBCC commence their review process on BMC membership and guidelines. Noted – SBCC are scheduled to meet in a fortnight.

**RESOLUTION – On hold pending further discussions / outcomes at a state level through the SBCC.**

## 6. CORRESPONDENCE:

### IN

- 6.1 11/05/2021 Email - Ten Rivers Report – KI Council Bushfire Protection and Mitigation Strategy (February 2021)
- 6.2 Agenda items & various Agency Reports

### OUT

- 6.3 11/05/2021 Email - Ten Rivers Report – KI Council Bushfire Protection and Mitigation Strategy (February 2021)  
*Chair thanked John Fernandez; KI Council for sending out the Ten Rivers Report. Noting John is having difficulties joining this meeting.*
- 6.4 02/06/2021 Email - SBCC Communique - 14 May 2021 Meeting.
- 6.5 03/06/2021 Email - BMPU Update – June 2021
- 6.6 04/06/2021 Email – Draft KI BMC meeting minutes & associated documents re 7 May 2021 meeting
- 6.7 08/07/2021 Email – KI BMC Implementation Meeting – 29<sup>th</sup> July 2021 – postponed due to Annual Reporting Workshop & all Member/Deputy Induction session being held at the KI BMC Meeting – 30<sup>th</sup> July 2021.
- 6.8 08/07/2021 Email – Request for Agency Reports & Agenda Items for KI BMC – 30<sup>th</sup> July 2021 by COB 16/7/21.

- 6.9 19/07/2021 Email – Follow up reminder for Agency Reports & RSVP for 30<sup>th</sup> July KI BMC meeting correspondence to be received by COB 21/7/21.
- 6.10 23/07/2021 Email – KI BMC Meeting Agenda & associated documentation including Microsoft Teams link.
- 6.11 27/07/2021 Email – KI BMC Meeting notification face to face meeting cancelled. Meeting to be held exclusively via Microsoft Teams.

## 7. BUSINESS ITEMS:

### 7.1 Agency Reports

- **CFS Volunteers Association** – Nil report received.  
*In addition: Nothing further to add.*
- **Conservation Council** – Nil agency rep. Nil attendee.
- **DEW** – Report emailed with Agenda.  
*In addition:*
  - Update to burn program figures has been undertaken.
  - The state government made a commitment to undertake an increase of 50% in prescribed burning hectares. DEW would like to direct that in the region of addressing risk and believe they are. For this group have increased to 150% in their hectare target last financial year and aim to maintain that level moving forward with a steady increase but clarified that is still not burning for the sake of burning but burning to address risk. DEW are satisfied that meets the requirements for the CFS and the environment.
- **DIT** - Nil attendee present. Nil report.
- **KI AG** – Nil Report received.  
*In addition:* Nothing to report.
- **KI Council** – Report emailed with Agenda.
- **KIPT** – Nil report received.  
*In addition:* As soon as it begins to dry out commencement of firebreaks by the way of spraying, utilisation of machinery to clear the edges and middle of plantations will occur to create some good firebreaks.
- **KI Landscape Board** – Report emailed with Agenda.  
*In addition:* KI Landscape Board announced they have no ongoing responsibility for fire management at this stage. There is a review being undertaken on the Native Vegetation Act and emphasis on submission to that review is shifting the thinking on burning considered clearance and part of the ecology and an important part of that ecology burning is fuel reduction.
  - KI Landscape Board members are concerned that the roadside vegetation carried a lot of the fires back at the beginning of last year. It has become apparent that there needs to be a corridor on the outside of fence lines for people to be able to manage the fuel hazard in the native vegetation on the roadsides. Putting proposals together and how to facilitate forming such a corridor under the Native Vegetation Act so that people can access and manage that risk.

- *DEW – Added that the KI Landscape Board still supports the National Parks brigade which is part of CFS and they are extremely grateful for that support. Hopefully there will be an agreement between parks and the board for that to continue moving forward but they have been providing on-ground support through that method. Challenges found with the arrangement of the shifting of responsibilities with ongoing conversations and management however KI Landscape Board believe pretty close to reaching a resolution and they certainly wish to continue supporting that activity.*
- **KITA** – Nil report received.  
*In addition:* KITA are on standby to circulate bushfire mitigation advice and information and related safety information to the tourism industry and accommodation providers in particular. Happy to act as a conduit to the industry with another bushfire season to commence in a couple of months' time.
- **SAPOL** – Report received late. Refer Minute 7.1 – SAPOL Report. Nil comments for SAPOL.
- **SA Water** – Report emailed with Agenda.  
*In addition:* Nothing further to add.

## 7.2 CFS Community Engagement – Eve Keam – Nil Report received due to extended annual leave.

### **In addition:**

- *Currently Community Engagement staff have been under restrictions due to COVID-19. Anticipate a return to activities next Tuesday 3<sup>rd</sup> August.*
- *A work plan review will lead to planning of this seasons events including;*
  - *Firey Women KI*
  - *Attendance at the KI Show*
  - *Events in October 'Bushfire Ready' month.*
- *Working with KITA with KI Tourism brochures. Brochure currently with State CFS for input on bushfire content. Meeting scheduled on the 11<sup>th</sup> August with CFS State HQ with the view for an outcome to be decided upon at this meeting and information to then be shared with KITA.*

## 7.3 Bushfire Management Planning Unit (BMPU) – Amy Riebe - Report emailed with Agenda.

### **In addition:**

- *Amy introduced herself and explained her role within that unit. Amy works in the BMPU located at CFS SHQ and works with Adrian and the rest of the BMC on the Bushfire Management Area Plan (BMAP) and submits a report where new assets have been identified that aren't currently in the BMAP and if they need to be reviewed and working towards the next iteration of the BMAP for Kangaroo Island.*
- *New assets have been identified through KI Council that require adding in however paperwork is not quite ready as yet.*
- *The State Bushfire Management Plan (SBMP) was released by the Minister yesterday.*
- *The final SBMP identifies key strategies of the state and is available to view on the CFS website. 10 page summary of the key elements is linked to that and available on the CFS Website also.*
- *Chair reiterated as per recent communique from the SBCC that BMCs are no longer committees of the CFS. This committee; now through the SBCC reports directly to the Minister. Over the coming months you will see the following changes:*
  - *Less badging of the CFS*
  - *Letterheads and meeting documentation will be re-badged with new branding for each Bushfire Management Committee statewide.*
  - *BMC ex officios' will wear corporate uniforms in place of CFS day dress uniforms.*

- *With the renewed focus of the SBCC – this will bring a whole change in the responsibilities of the individual committees. Improved reporting process up to the Minister with an increased requirement on members to be across their areas of influence and to be reporting on that. Tightened governance around how we do things and actually how these meetings are structured. There is some feedback that sometimes the BMC meetings are more about having the meeting than addressing concerns of what comes out of the BMAP. More visual to government than we have been. How we respond to bushfire preparedness is going to be high on the Ministers' radar.*
- *Executive Officer Adrian Parente added there will be greater transparency coming into the BMC space with meeting documentation (Agendas, Minutes to be made available on public websites) and ensure governance and reporting is improved. This won't happen immediately but want to start working towards this over a period of time. Prevention space – hazard reduction and protection of assets and achievements is important from a public perception.*
- *All Member/Deputy Induction scheduled for the next meeting will cover and address changes in greater detail. Due to the increased transparency this also provides opportunity to highlight funding requirements/gaps.*
- *Gay Crowley; KI Landscape Board commented that this is the same model that KI Landscape Board has been working on since June last year. While it means greater transparency and closer management of governance it also allows direct access to the minister and they have found that works extremely well with a greater opportunity for change.*

#### **7.4 BMAP Amendments – Amy Riebe**

- Amy to forward BMAP amendments (as detailed in the BMPU report) through to Executive Officer Adrian Parente next week; to be tabled for discussion at the next KI BMC meeting.

#### **7.5 Election of Deputy Chair – Chair**

- Chair advised that under the Fire & Emergency Services Act. (FES Act) a Deputy Chair is required in the event that the Chair is unavailable to perform this duty. This position can either be a pre-elected position on this committee or nominations called on the day as required.
- The BMC is chaired by the relevant Regional Commander of the SACFS. If the Chair is not available for a scheduled meeting it is the responsibility of the BMC to elect an acting Chair prior to the meeting.
- While the BMC is collectively responsible for meeting its objectives and tasks, the Chairperson must guide and, where necessary, direct the committee to ensure that it remains focused on its tasks and maintains momentum in performing its bushfire management duties.
- Nil nominations for Deputy Chair received.

**RESOLUTION: Due to nil nominations received Executive Officer will call for nominations from the KI BMC committee for the position of Deputy Chair on the day as required.**

#### **7.6 Permit Issuing Guidelines - 2020 KI BMA – emailed with Agenda - Executive Officer**

- Permit Issuing Guidelines require review on an annual basis. Executive Officer has had discussions with some Fire Prevention Officers (FPOs) re the setting of certain standard guidelines and to have consistency across extra conditions added to schedule 9 & 10 Permits across the whole of Region 1.
- FES Act proclamation is still a work in progress and an update will be provided soon.
- Discussion had in regards to introducing arbitrary timelines and concerns raised by numerous agency representatives around this.

- Committee support for extra conditions to include:
  1. Weather conditions
  2. Notifications to burn to be communicated to neighbours, council, local CFS group
- FPO workshop is scheduled to be held in the coming month at Region 1 HQ – Mt Barker.
- Executive Officer advised that CFS appoints Authorised Officers (AOs). Uncertain if any CFS Officers on Kangaroo Island are AOs.

**ACTION:** Executive Officer Adrian Parente to make proposed changes discussed and circulate draft Permit Issuing Guidelines (PIGs) amongst the committee for comment/consideration with the view for these PIGs to be endorsed at the next KI BMC meeting.

**AMENDMENT** “AgKI does not support a proposed limit of 2 days max permit length and would instead see the necessity of min 2 weeks, or preferably a month as the maximum period length but with more emphasis placed on the permit holder adhering to weather conditions both during and after the burn and adequate notification to permit issuing officers and neighbours”.

*22/10/21 The Committee resolved as follows:*

*That the draft minutes of the previous KI BMC meeting held on Friday 30 July 2021 be taken as read and confirmed as a true and accurate record, subject to the correction previously described.*

*Moved: Anthony Sandeman Seconded: John Fernandez  
Carried.*

## **7.7 Dissemination of Minutes & BMC documentation – Executive Officer**

- There are a significant number of people on the BMC distribution lists for Agendas/Minutes etc. Rationalisation of these distribution lists has occurred. Basically Members/Deputies and specific identified observers will only receive this documentation moving forwards. It is the responsibility of the Members/Deputies to share relevant information out to those people in your agency as required.
- Along with the rebranding of all BMCs a new website is being created and will include:
  - Approved SBCC Minutes
  - SBCC updates/communiques
  - Any Approved BMC Minutes

**ACTION:** KI BMC Members/Deputies to share relevant information out to others within individual agencies as required.

\*John Fernandez; KI Council present as an attendee on Microsoft Teams.

## **7.8 Kangaroo Island Burning on Private Land presentation – Paul Cory**

*– Refer Minute 7.8 BoPL Presentation V2*

Various discussions arose around the following topics:

- 105F notices
- Code of Practise
- Timelines and regrowth of vegetation
- Funding concerns
- Landscape risk
- Impacts for heritage/private landholders
- Grant programs
- Focus on assets/buildings.

## 7.9 Endorsement of draft landholder contact letter – Island Beach – emailed with Agenda – Paul Cory

- Committee members provided positive feedback on tabled draft landholder contact letter composed by Paul through the planning team, Parks and CFS.
- Noted that the letter visually incorporates the new KI BMC branding – (BMC branding not officially endorsed by the SBCC as yet) Sign off is expected in a couple of weeks.
- Previous comment from KI Council – request when addressing Island Beach to ensure Island Beach is labelled as Island Beach & Sapphire Town.
- Eve Keam permits the use of her mobile number to be recorded in the body of the letter, currently displayed as XXXX XXX XXX.
- Request for any letters requiring approval to be voted on out of session as required to avoid lengthy time delays and alleviate any hold up of works given the small window of burning activities to operate under and for works to continue as quickly as possible.
- Chair – in agreeance and happy for out of session votes to be conducted for approval to alleviate any undue time lag.
- Chair – announced unless there is any objection draft landholder contact letter is endorsed by the KI BMC Committee. Nil objections received. Carried: All.
- Chair – Congratulated Paul Cory.

## 7.10 Annual Reporting Workshop – Amy Riebe – Powerpoint – *Refer Annual Reporting 2020-21 PowerPoint attached.*

- Following recent changes to the Act, the SBCC and the BMCs through the SBCC are required to report directly to Parliament through the Minister.
- The first SBCC annual report to Parliament through the Minister is due 30 September 2021.
- Amy & Adrian to help gather this information from responsible agencies. Looking to collate assets of Very High or Extreme risk. Amy has been working closely with KI Council and DEW – about half of the information we already have.
- Amy will make contact with those agencies if she has any further queries for assets/treatments still requiring further detail. The aggregated data only will be captured in this years' annual report.
- Chair - Thank you Amy.

## 7.11 All Member/Deputy BMC Induction – Chair

- The BMC Induction will be held over to the next meeting in October given that this meeting is being held via Microsoft Teams video conferencing.
- Chair and Executive Officer encourage all members/deputies to attend given the changes in this space with legislation, responsibilities, new branding, annual reporting & BMAP 2.0
- BMC Induction expected to take approx. 1 hour including question time.
- Chair requested separate agenda item be issued to highlight a longer meeting timeframe and request for indication of who will be in attendance for this induction.

## 8. URGENT BUSINESS:

### 8.1 Nil.

## 9. NEXT MEETING and CLOSE:

The next meeting to be held on **22 October 2021** at **11:30am** in the **KI Landscape Boardroom**, 35 Dauncey Street, Kingscote.

**Meeting closed: 1:20 pm**

Chair – Thank you all for your attendance. Pending any further developments with the weather and COVID-19 the next meeting will be held on Kangaroo Island on the 22 October 2021.

## 2021 Meeting Dates

~~19 March~~ ❖ 7 May ❖ 30 July ❖ 22 October