

SHIRE OF KOJONUP

Kojonup



Kojonup Bush Fire Advisory Committee

AGENDA

13 February 2017

TO: COMMITTEE MEMBERS

NOTICE is hereby given that a meeting of the Kojonup Bush Fire Advisory Committee will be held in the Reception Lounge at the Shire of Kojonup, 93-95 Albany Highway, Kojonup on Monday, 13 February 2017 commencing at 7:00pm.

Your attendance is respectfully requested.

.....
RICK MITCHELL-COLLINS
CHIEF EXECUTIVE OFFICER

9 February 2017

AGENDA FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING
TO BE HELD 13 FEBRUARY 2017

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A G E N D A

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Presiding Member shall declare the meeting open at pm and alert the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

2 ATTENDANCE & APOLOGIES

MEMBERS

Mr Robert Sexton	Councillor – Presiding Member
Mr Ned Radford	Councillor
Mr Tony Fisher	Chief Bush Fire Control Officer
Mr Roger House	Deputy Bush Fire Control Officer
Mr Murray Gibbs	Senior Bush Fire Control Officer
Mr Myles Reid	Senior Bush Fire Control Officer
Mr Geoff Gale	President of the Kojonup Bush Fire Association
Mr Robert Cowie	Administration/Regulatory Officer
Mr Rick Mitchell-Collins	Chief Executive Officer
Mrs Denise Berryman	Secretary of the Kojonup Bush Fire Association
Mr Paul Retallack	Senior Ranger/Building Maintenance Coordinator
Mr Daniel Campbell	Kojonup Volunteer Fire and Rescue Service
Mr Matthew Crabb	Kojonup Volunteer Fire and Rescue Service
Mr Mort Wignall	Manager Regulatory Services

3 SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

6 CONFIRMATION OF MINUTES

ORDINARY MEETING 17 October 2016

COMMITTEE DECISION

/17 Moved , seconded that the Minutes of the Ordinary Meeting of the Bushfire Advisory Committee held 17 October 2016 be confirmed as a true record.

CARRIED/LOST /

7 ANNOUNCEMENTS by the Presiding Member without discussion

8 PETITIONS, DEPUTATIONS & PRESENTATIONS

9 DECLARATIONS OF INTEREST

10 STATUS REPORTS

This section of the meeting is to be used to relay any updates or information to the rest of the Committee that do not require a motion to go to Council.

11 ITEMS

11.1 HARVEST AND VEHICLE MOVEMENT BAN PERMITS FOR FEEDLOTS

AUTHOR Robert Cowie – Regulatory Administration Officer

DATE: Friday, 3 February 2017

ATTACHMENTS Nil

SUMMARY

To propose a motion to Council that the Chief and Deputy Chief Bushfire Control Offices be delegated the authority to view and inspect feedlots in Kojonup at the start of each fire season and to grant exemption to the feedlot from Harvest and Vehicle Movement Bans within the Shire of Kojonup for the duration of that fire season.

BACKGROUND

Mr Geoff Bilney has requested that he be allowed to operate with daily feeding and watering of stock for his feedlot, even on days which have had a Harvest and Vehicle ban imposed by the Chief Fire Control Officer.

COMMENT

In light of Mr Bilney's request, if identified feedlots are inspected at the start of each bushfire season and meet the Chief or Deputy Chief Bushfire Control Officer's approval, it would be convenient for either officer to be able to grant an exemption for Harvest & Vehicle Movement Bans within the Shire of Kojonup for the duration of the single bushfire season to individual feedlot owners.

Exemptions would be issued in writing and would need to be renewed following an inspection for each bushfire season. Where a feedlot owner fails to meet the approval of the Chief or Deputy Chief Bushfire Control Officer's approval, an exemption would not be able to be granted until the owner has met the conditions of either officer to their satisfaction.

CONSULTATION

Ned Radford – Councillor

Tony Fisher – Chief Fire Control Officer

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION.

That the Bushfire Advisory Committee recommends that the Shire of Kojonup delegate authority for the Chief and Deputy Chief Bushfire Control Officers to:

- 1. Visit feedlots located within the Shire at the start of each fire season;**
- 2. Inspect and if required, recommend appropriate measures, to allow said feedlots to be exempt from the Shire of Kojonup Harvest and Vehicle Movement Bans for the purpose of feeding stock for the duration of the fire season only; and**
- 3. Issue an ‘Exemption Notice’ in writing to the feedlot owner.**

COMMITTEE DECISION

/17 Moved Cr , seconded Cr

CARRIED/LOST /

11.2 FIRE TOWER

AUTHOR Rick Mitchell-Collins – Chief Executive Officer
DATE: Wednesday, 8 February 2017
ATTACHMENTS 11.3 -

SUMMARY

To recommend to Council the thorough investigation of siting options and erection of a new Fire Tower to replace the existing tower located on Stacey William's property off Samson Road, Kojonup.

BACKGROUND and COMMENT

Cr Sexton's discussion paper:

Communications Tower Bushfire Communication Network

Preamble

The Kojonup Shire Council by the authority of the Local Government Act 1995 and the Bushfires Act 1954 creates the Bushfire Brigades, appoints the various officers and FCO's and most importantly the Chief Bushfire Control Officer(CBFCO).Each Brigade has several radios ,both fixed in vehicles and handheld, for the purposes of communicating with one another.

The CBFCO has the prime responsibility of field command and through the radio network of forty-four transceivers is in communication with all the Brigades and other senior FCO's in the carrying out their duties in respect to firefighting or another emergency.

This includes communicating with other emergency services (DFES) and the water bombers on occasion.

In the event of wildfire, or other emergency, the radio network is the linchpin through which the CBFCO can control and co-ordinate the emergency response that is appropriate to the situation. If the radio network fails, then the CBFCO and the other officers have their only effective means of communication with one another removed.

Coupled with this is that there is an unknown number (more than 100) of monitoring sets in households about the Shire, the use of those sets is also critical to keep the district informed in respect to the fire status of the district. The radio network, to state the obvious, is the prime and most important tool that CBFCO and the firefighters have in co-ordinating resources to control and contain wildfire and the eventual clean-up operations.

When DFES elected to adopt the WAERN (2011) they supplied the radios and antennae equipment and undertook to carry out any ongoing maintenance. The antennae and associated equipment for this network (channel 234) is located on the Police tower just South of the town, the Council does not have any responsibility for this site or equipment. Whilst the changeover was progressing DFES also undertook to maintain a repeater link to the now superseded mid-band network, the mid-band equipment is located on the Shire Councils tower.

At the time of changeover (2011) it was anticipated that the link between the two networks would be removed as soon as the system was operable, Kojonup elected to keep the link as it was judged by the BFAC and the then CBFCA (Stretch) that the mid-band system (channel 41) gave better coverage across the Shire. As a consequence, Kojonup (shire) now holds the licence for channel 41. The Council is responsible for all maintenance of the Tower, its equipment and the mid-band radios.

There is another repeater tower (WAERN 229) in the Chowerup area that services communications in the south-western part of the Shire this tower is owned and operated by DFES. However, we still have blackspots of poor coverage in the south eastern and north western parts of the Shire.

In the case of a major incident or potential fire incursion from a neighbouring Shire the WAERN system is critical for the incident controller to keep abreast of developments and deploy firefighters to the best advantage. The ability to communicate with neighbouring Shires is also critical in monitoring very bad fire conditions (Movement of vehicles ban) so that the risk of starting a fire is minimised.

The obvious weakness in the above situation in respect to the WAERN radios is that the Bushfire network does not have any input to the siting of the antennae. If the antennae were to be located much higher in the landscape (top of the tower) then it is likely we may have a much better coverage that does not need the link to the ageing mid-band network.

The Police Tower operators (WA Government) quite naturally argue that their network takes precedence and place the channel 234 equipment in a position much lower on the tower.

The maintaining of the link between the two networks is at the largesse of DFES and can be removed by them, it must be said that it is unlikely that this would happen without prior consultation, however the situation remains as a possibility. There is also the inherent problems with maintaining the link between systems as against one dedicated frequency.

The fact that the Shire Council creates the Bushfire Brigades and appoints the officers means that the Council also has the responsibility of giving those bodies and appointees the means to carry out their tasks, principally firefighting.

The Radios (transceivers)

As far as I am aware there is nothing inherently wrong with VHF or the (ch234) WAERN system. Like most radio networks (mobile phones included) it is the ability to broadcast and receive that is the problem so we always come back to the same place: the communication tower. One of the issues that may come to a head when dealing with the future of the Mid-band network is; as an organisation, what do we expect the long-term prospect of keeping the ageing radios will be? We have an unknown number of radios capable of accessing the network, at least double the number of the WAERN radios.

The physical control, expectation of use and maintenance of the mid-band network should be addressed by the BFAC so that the Bushfire Brigade organisation and the Shire Council have a clear understanding of what needs to be planned for the future use of that mid-band network. Clearly, the use of the WAERN radios and our relationship with DEFS should be discussed

from time to time to reinforce what is to our advantage and to eliminate any problems that may emerge.

The Communication Tower

The security of tenure and secure access to the Communications tower (Stacey Williams present landowner) has not been addressed to the satisfaction of all parties. As far as I am aware the Shire Council does not have any legal document like an easement, right-of-way or title to the land on which the tower stands the best we have is a memorandum-of-understanding (MOU).

The MOU is seen as a preliminary agreement while a more precise legal document is prepared a MOU is not considered to be a long-term agreement. This can present a real difficulty if the ownership of the land changes and the incoming owners do not wish to have the Tower on their property or indeed denied access to the Tower. At the present moment, there is not a problem although access and the very existence of the tower is at the largesse of the present land owners.

When considering the positioning of an antennae it cannot be over emphasised that the ability of the antennae to function in all conditions is paramount. It is well known that very hot weather, smoke and dust particles will affect the signal quality and signal strength of any type of radio, all of these conditions exist at the time of wildfire.

The inference here is that a system that is adequate on a good day may not be readable on a bad day and therefore completely useless on two counts; one, that the system does not provide the communication that is necessary; two, that the radio user has believed and based on their actions on a false premise, a very dangerous practice.

There are some basic requirements for the long-term use of any Communication Tower that the Shire Council may wish to operate, namely, but not exclusively they can be;

- *The communication tower should be so sited that the land the tower stands on is either owned or controlled by the Shire Council.*
- *That unrestricted access to the tower must be available at all times. This is necessary for maintenance purposes and for defence of the Tower in a wild fire.*
- *The Communications Tower must be a stand-alone system. This may mean a combination of battery/solar/backup generator. It is an advantage in general usage to be connected to the power grid, however in a wildfire it is usual for the power grid to become inoperative and cannot be relied upon. Therefore, a stand-alone system is considered an imperative.*
- *The tower must be capable of carrying different types of antennae that may be required to operate simultaneously: e.g., The Bushfire Network, Shire Network and possibly Telstra or other users.*

Solutions

The provision (or not) for a Communications Tower for the use of the Bushfire network (or the Shire Council) is not up for discussion, that debate has been had and repeated advice to Council from the Bushfire Advisory Committee over a long period is that a Communications Tower is an essential tool in firefighting.

That being said, the question for the Council is how to secure the best communication system to be placed at the disposal of the Bushfire network who are charged with keeping the district safe from wildfire.

We have at present about \$120k in the budget for use in maintaining/upgrading the Tower. If we were to move the Tower to another site we may well be looking at a much higher figure that would need to be allocated in the 2017/18 budget, not insurmountable, but we need to be aware of the implications on the whole budget. The situation is not helped by the uncertainty of the State Governments attitude to the future of DFES or the creation of a new Bushfire body. It is also uncertain if the State Government is contemplating changing the criteria for the use of the ESL. However, we do not have the luxury of waiting for something to happen.

I would recommend to the BFAC and the Council that we look for a site that meets the above dot points and the basic criteria. The type of radio, the frequency bands allocated and any alternative means of communications should all be examined. The expectation is; “that as effective a communication system as can be afforded will be in place for the 2017/18 fire season”.

The spate of Bushfires in our State in the past five years, apart from the devastation to individuals, has been an enormous dollar cost to the community, in the tens of millions. I will argue very strongly that the dollar cost of providing good communications to the firefighters to control fire is a far cheaper outcome than the cost of wildfire.

Robert Sexton. December 2016

CONSULTATION

Digby Stretch, (retiring CBFCO)
Shire Staff

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION.

That the Bushfire Advisory Committee recommends that the Shire of Kojonup establishes a Technical Work Group consisting of the Presiding Member – Bushfire Advisory Committee, Chief Bushfire Control Officer, Manager Corporate Services, Building Maintenance Coordinator and Cr Ned Radford to prepare and present a formal report addressing the following terms of reference:

- 1. Assess the current and future communications requirements for fire coverage of the Shire.**
- 2. The communication tower should be so sited that the land the tower stands on is either owned or controlled by the Shire Council.**
- 3. That unrestricted access to the tower must be available at all times. This is necessary for maintenance purposes and for defence of the Tower in a wild fire.**
- 4. The Communications Tower must be a stand-alone system. This may mean a combination of battery/solar/backup generator. It is an advantage in general usage to be connected to the power grid, however in a wildfire it is usual for the power grid to become inoperative and cannot be relied upon. Therefore, a stand-alone system is considered an imperative.**
- 5. The tower must be capable of carrying different types of antennae that may be required to operate simultaneously: e.g., The Bushfire Network, Shire Network and possibly Telstra or other users.**
- 6. The type of radio, the frequency bands allocated and any alternative means of communications should all be examined. The expectation is; “that as effective a communication system as can be afforded will be in place for the 2017/18 fire season”.**

COMMITTEE DECISION

/17 Moved Cr , seconded Cr

CARRIED/LOST /

11.3 EUAN FERGUSSON REPORT

AUTHOR Robert Sexton – Councillor (Presiding Member)

DATE: Wednesday, 1 February 2017

ATTACHMENT: 11.3 Report – Meeting with Minister Joe Francis

SUMMARY

Report on a meeting with the Hon Joe Francis MLA.

BACKGROUND

The Shire of Kojonup was invited to attend a meeting with Minister Francis to discuss any difficulty Kojonup may have with the Department of Fire & Emergency Services (DFES) and to give any comment on the possible implementation of the Euan Fergusson report.

COMMENT

As a result of the meeting (report attachment) it was apparent that a formal reply should be made to the Minister.

CONSULTATION

Rick Mitchell-Collins – Chief Executive Officer

Ronnie Fleay – Shire President

Tony Fisher – Chief Bushfire Control Officer

Digby Stretch – retiring Chief Bushfire Control Officer

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION.

That the Bushfire Advisory Committee recommends that the Shire of Kojonup make a submission to the Minister responsible for Emergency Services that sets out Kojonup's position in relation to the subjects raised at the meeting held 31 January 2017 at the Hon Joe Francis MLA's office.

COMMITTEE DECISION

/17 Moved Cr , seconded Cr

CARRIED/LOST /

Attachment 11.3

Report of a Meeting with Mr Joe Francis,

Minister responsible for Department of Fire and Emergency Services. (DFES)

Tuesday, 31 January 2017.

Kojonup Shire Council was invited to attend a meeting with Mr Francis to discuss and present views and concerns in respect to our relationship with DFES. This discussion is directly related to the recommendations of Euan Fergusson's report to the Government that "fundamental change" was needed at DFES.

The Minister suggested that the points below were areas that he wished to seek information on, specifically related to the formation of a Rural Fire Service (RFS)

- Independent or sub department of DFES?
- Responsibilities of RFS- response/mitigation
- Transfer of current Local Brigades to RFS.
- Inclusion/integration of Volunteer Fire and Rescue Brigades (VFRS) into RFS in regional areas.
- Transfer of Control of incidents between RFS and DFES
- Hazard management Agency for Bushfires.

Prior to the meeting with Minister Francis the Shire President convened a meeting with the CEO, CBFCO (Tony Fisher), immediate retired CBFCO (Digby Stretch) and Robert Sexton (presiding officer BFAC). This meeting was to form a view and response to the dot points above. Previous Committee decisions (accepted by Council) were also referred to and accepted as Council policy. Although the meeting was extensive in discussion the position that was adopted was relatively simple and is as follows:

- *Independent or sub department of DFES?*
We are strongly in favour of an independent RFS. (Recommendation 15 of the Fergusson report). Clearly, as our history shows, any over-arching body that is in a position to dictate standards, take control or make other demands on Local government process or Brigade mode of operation will not be any advantage to our Bushfire structure.
- *Responsibilities of RFS- response/mitigation.*
We are strongly in favour that the Bushfire Structure as contained in the Bushfires Act (BFA) and the Local Government Act (LGA) be retained. That is: that the Brigades creation, appointment of officers and managing of Fire Mitigation and Fire Control should be conducted at a local level in Kojonup.
- *Transfer of current Local Brigades to RFS.*
We have no objection of any other Local Government or their Brigades transferring to the RFS if that is their wish.

- *Inclusion/integration of Volunteer Fire and Rescue Brigades (VFRS) into RFS in regional areas.*
We are strongly of the view that the VFRS should be retained in their present form and not be integrated into the RFS. The VFRS are a specialised group who have a different function to the Bushfire Brigades, our strong view is that they function very well in their present structure and liaise effectively with the Bushfire Brigades when it is mutually necessary.
- *Transfer of Control of incidents between RFS and DFES*
The present regime of transference of control has not been an issue with us nor has our relationship between DFES and the Bushfire Brigades.
- *Hazard management Agency for Bushfires.*
Our view is that an Agency is not required. The LGA and the BFA provides the necessary power and flexibility for the management of hazards. The enactment of Local Laws (Fire Break order) hazard inspections by officers and fuel reduction programmes all address this area.

The view of the above meeting was that the Shire President would articulate the above responses with all the authority of that office.

The Meeting with the Minister, Mr Joe Francis

The meeting was also attended by other Local Government authorities, Boyup Brook, Bridgetown, Donnybrook, Esperance, Albany, Denmark, Manjimup and others who were not formally identified. As there was about thirty persons present, President Ronnie Fleay, seized the opportunity to present our views first before the meeting became entangled in other issues, Kojonup's responses therefore were made very clear and as strongly possible, we were supported by others who held much the same views. In particular, we advised the meeting (and Minister) that we had a very good record of fire management and had been served well by the BFA and the LGA and we would resist any change to that situation. Also (strongly articulated) that the VFRS should continue in their present form.

As would be expected from such a meeting a very wide scale of opinion was presented to the minister. Kojonup at one end of the scale saying that we did not want other agencies interfering with Bushfire management and Denmark at the other end of the scale complaining that they could not get DFES to take control of managing fire. We have not had the same problems in the management of fire as others nor do we have the difficulties (as others have) in our relationship with DFES so we did not take part in that debate.

In summary, it would be fair to say that there was a universal complaint about the culture of DFES, the Minister accepted that view. It would also be fair to say that the meeting did not have a consensus view on a standalone RFS or a sub set of DFES, the Minister did not directly indicate any preference other than cautioning the meeting that funding a new agency could be an issue.

The distribution of the ESL and the restriction of its use was also universally criticised. That complaint spilled over into the funding of vehicles that were very expensive and "not fit for purpose", there was a clear consensus that the funding of "slip on units" was a far more effective use of the ESL than the present class of vehicles. The minister appeared to accept this view but warned that the units

would have to be of a universal standard, he also warned that training for the use of such units would also have to be at a minimum standard. This statement alarmed many of the attendees who then argued that “risk aversion” was driving many of the standards rather than the practical use of the appliance (to extinguish fire).

We have come away with a feeling that the “fundamental change” advocated by Euan Fergusson will be very difficult to implement as the Government is not getting a clear consensus opinion. Therefore, it can be concluded that the most likely outcome will be for government to try and effect change from inside the structure. This situation is compounded by the fact that a state election is imminent, we can expect some time to elapse before any decision will be made.

We will recommend that the Council prepare a paper to present Kojonup’s views to the Minister in a formal submission.

Ronnie Fleay (Shire President) & Robert Sexton (Presiding Member BFAC) 1/2/2017

11.4 PURCHASE OF FIRE BURNOVER BLANKETS

AUTHOR Robert Cowie – Regulatory Administration Officer
DATE: Friday, 3 February 2017
ATTACHMENTS Nil

SUMMARY

Whether or not the Shire will progress the recommendation that the public purchase Burnover blankets.

BACKGROUND

The Shire of Kojonup have previously been given a quote for the purchase of Protective Burnover Blankets from Thermaguard. As per previous BFAC meeting, Rob Cowie contacted Thermaguard and Scott was happy to hold quote till after this BFAC meeting. The blankets were advertised on Facebook and in the Local paper, but there was minimal interest from the public.

COMMENT

Whilst the use of a Burnover blanket could save a life in a Burnover situation, the Shire and BFAC cannot force the public to purchase them.

CONSULTATION

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION.

That the Bushfire Advisory Committee recommends that Rob Cowie contact Thermaguard and decline quote based on a lack of public interest but suggest that Thermaguard increase advertisement in the Great Southern.

COMMITTEE DECISION

/17 Moved Cr , seconded Cr

CARRIED/LOST /

11.5 MOBRUP FIRE TRUCK

AUTHOR Robert Cowie – Regulatory & Administration Officer
DATE: Friday, 3 February 2017
ATTACHMENTS Nil

SUMMARY

There has been a request from Jeff Fleay of the Mobrup Bush Fire Brigade to purchase the Mobrup fire truck from the Shire for the purpose of a dedicated Fire Truck in the Mobrup area.

BACKGROUND

The Department of Fire & Emergency Services (DFES) transferred ownership of the Mobrup fire truck to the Shire of Kojonup in 2012. Since then it has been maintained at the cost of the Shire. As the owners of this vehicle, the Shire of Kojonup has been unable to claim any purchases or maintenance under the Emergency Services Levy (ESL).

Over the last 3 years, the vehicle has had many varied mechanical issues including but not limited to battery issues, fire water pump issues and brake problems. Mr Fleay has proposed that if the Shire agreed, he was willing to take the truck on “as is, where is” basis and invest his own money into fixing the issues and then utilising the truck as a dedicated Fire Truck for the Mobrup area and surrounds.

COMMENT

To ensure transparency the disposal of the Fire Truck should be listed for public tender in the Kojonup News and on the Shires website.

CONSULTATION

Anthony Middleton – Manager Corporate Services
Rick Mitchell-Collins – Chief Executive Officer
Tony Fisher – Chief Bush Fire Control Officer

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION.

That the Bushfire Advisory Committee recommends that the Shire of Kojonup call tenders for the disposal of the Fire Truck on an “As Is, Where Is” basis.

COMMITTEE DECISION

/17 Moved Cr , seconded Cr

CARRIED/LOST /

11.6 MEMBERSHIP – IMMEDIATE PAST CBFCO

AUTHOR Robert Sexton – Councillor (Presiding Member)
DATE: Thursday, 9 February 2017
ATTACHMENTS Nil

SUMMARY

To add the immediate retiring Chief Bushfire Control Officer (CBFCO) to the Bushfire Advisory Committee (BFAC) as a member for a period of at least one (1) year following retirement.

BACKGROUND

Digby Stretch formally served as the Chief Bushfire Control Officer for the Kojonup District and resigned from his position following the Ordinary Council Meeting held 17 May 2016.

COMMENT

The retiring CBFCO by virtue of office carries a great deal of corporate knowledge that the Advisory Committee should not lose. Digby is of the view that the retiring CBFCO should stay as a member of the BFAC for at least one year after retiring from office, which is supported by the Presiding Member and Shire CEO.

CONSULTATION

Digby Stretch – former CBFCO
Rick Mitchell-Collins – CEO

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION.

That the Bushfire Advisory Committee recommends that the Shire of Kojonup amend membership on the Bushfire Advisory Committee to include the immediate retiring Chief Bushfire Control Officer for a period of at least one (1) year.

COMMITTEE DECISION

/17 Moved Cr , seconded Cr

CARRIED/LOST /

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13 LATE ITEMS

This section of the meeting is for discussing late items which did not make it into the Agenda and of which a decision is required by the BFAC as to the course of action to be taken.

14 NEXT MEETING

Monday, 10 April 2017 commencing at 7:00pm.

15 CLOSURE

There being no further business to discuss the Presiding Member thanked the members for their attendance and declared the meeting closed at pm.

16 ATTACHMENTS (SEPARATE)

Nil