

**Minutes of the Confest Event Meeting held on 15 February 2013 at 11 AM at Conargo Shire office.**

**Present:**

Cr Norm Brennan (Chair), Barry Barlow (General Manager CSC), Marie Sutton (Development Manager CSC), John Trist (Resource Co-ordinator CSC), Lindsay Lashbrook (RFS), Stuart Poll (Dir. Down To Earth), Craig Newcombe (Dir, Down to Earth), David Cruise (Dir. Down to Earth), Amanda Librach (Dir. Down to Earth), Michael Tranby (Deniliquin Police), James Allwood (NSW Health PHU Albury).

Apologies: Nil

**Background:**

The purpose of the meeting was to discuss the previous Confest Festival held during December 2012 and ensure that all conditions of the Development Approval are adhered to including health, fire mitigation and emergency procedures for future events to ensure the health and safety of everyone in attendance.

The Mayor Cr Norm Brennan welcomed all participants to the meeting.

**NSW Police**

- a) Generally no overall problem with the event.
- b) Have had some problems with drugs over the last couple of years.
- c) Emergency Management is a major concern.
- d) A map of the site showing significant areas is essential for the safety of patrons.
- e) Information relating to site management and event arrangements is required three months prior to the event.
- f) An additional access road leading onto Pretty Pine Road/Moulamein Road is required especially in the event of an emergency.
- g) Remote parking within the site is not in the best interests of safety and is to be discouraged. Car parking should be within designated areas.
- h) All gas bottles that come onto the site should be checked to ensure they are not more than ten years old. This information should go on the DTE website
- i) The Australian Standard on Risk Assessment (AS/NZS 31000:2009 Risk Management) may be a useful tool for Confest to use to ensure an adequate risk assessment is undertaken.

**Rural Fire Service (RFS)**

- a) The RFS have major concern with a fire developing on the Confest site and escaping from the venue. This is particularly worrying due to the availability of RFS volunteers who are very thin on the ground on the isolated properties and many of them go on holidays during the Christmas period.

There is also great concern over the use of gas cylinders around tentage and flammable material.

- b) It is not satisfactory to have only one access track as people in the event of an emergency will be evacuating the area and emergency vehicles will be trying to get into the site.
- c) There is concern at the lack of trained fire fighters (volunteers) supplied by Confest.
- d) Fire fighting equipment on the site is not up to required standards and could place volunteers at risk.
- e) The Confest Management Team need to know that the RFS response time may be thirty to ninety (30-90) minutes depending on availability of crews and if any other fires are currently active.
- f) RFS have advised that they could have appropriately qualified staff inspect fire fighting equipment prior to the event.
- g) If a Total Fire Ban (TFB) is in place there are to be no fires in the open and this is to be strictly enforced.
- h) It is important to know how many people are on the site so they can be accounted for in the event of an emergency.
- i) The emergency assembly area is to be cleared of flammable material and in an area approved by the RFS prior to the event.

### **Mayor Cr Norm Brennan**

It is highly recommended that internal fire breaks are constructed on the property prior to the event to restrict the chance of a fire escaping from the property.

### **NSW Health**

- a) Lack of documentation prior to the event relating to the facilities and public health arrangements. Makes it difficult to assess suitability of the arrangements.
- b) Should have an emergency management plan that includes public health considerations in the event of an emergency.
- c) Imperative to provide a suitable system to ensure a safe potable water supply.
- d) Ensure local hospitals are aware of the event, duration and numbers on the site.

### **Conargo Shire**

Development Application (DA) not being complied with specifically the following matters:

1. An Emergency Management Plan is required prior to the event. In accordance with the DA.
2. Confest must supply a site plan in accordance with the DA.
3. Water samples must be supplied in accordance with the DA.
4. Council has major concerns with the current arrangements in place for the disposal of waste. Additional skips are required throughout the site and at the exit point. If

required skips should be emptied at the event to ensure rubbish is contained within the site and is not dumped outside of the Confest site or along roadsides.

5. Council places a lot of importance on enforcing a strict inspection regime of our own bushfire brigades and is very concerned that dedicated fire fighting equipment owned by Confest has not been presented in working order during a high fire danger period when a crowd of three thousand (3000) people are congregated at the site.

An agreement was reached that an on-site inspection involving Council, DTE committee members, Police, RFS, and NSW Health representatives would take place on Friday 15 March 2013.

### **Attachments**

1. Agreed Actions Sheet
2. Statewide Event Management Guide Template

### **Abbreviations:**

CSC Conargo Shire Council  
RFS Rural Fire Service  
DTE Down to Earth  
DA Development Approval  
TFB Total Fire Ban