

SHIRE OF KOJONUP

Kojonup



Kojonup Bush Fire Advisory Committee

Minutes

29 April 2021

BUSHFIRE ADVISORY COMMITTEE TERMS OF REFERENCE

Established under *Section 67 of the Bush Fires Act 1954*.

Terms of Reference

The Bush Fire Advisory Committee is established for the purpose of:

- a) Advising the Shire regarding all matters relating to the preventing, controlling and extinguishing of bush fires;
- b) The planning of the layout of firebreaks in the district;
- c) Prosecutions for breaches of this Act;
- d) The formation of bush fire brigades and the grouping thereof under group brigade officers (in accordance with any local laws);
- e) Recommendations on Fire Control Officer positions;
- f) Feedback on the Council's Fire Break Notice;
- g) Specific requirements from each brigade with regard to:
 - Protective Personal Equipment;
 - Equipment and vehicles resources required; and
 - Training Requirements;
- h) The ensuring of cooperation and coordination of Bush Fire Brigades in their efforts and activities; and
- i) Any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.

Other:

- a) The Bush Fire Advisory Committee shall include an elected member of the Council;
- b) The committee shall elect one of their members to be chairman;
- c) The quorum required for the transaction of business at meetings of the committee is set at 50%

Membership

Voting Members (9 in total)

- Councillors x2 (Currently Cr Radford and Cr Benn);
- The President of the Kojonup Bushfire Association;
- The Chief Bush Fire Control Officer;
- The Deputy Chief Bush Fire Control Officer;
- Senior Fire Control Officer (Zulu)
- Senior Fire control Officer (Zulu)
- Secretary of the Kojonup Bushfire Association
- Captain of the Volunteer Fire and Rescue Service

Observers

- The Chief Executive Officer (CEO)
- Shire Delegates x2
- Muradup Town Fire Control Officer (FCO)

MINUTES FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING
HELD 25 FEBRUARY 2021

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A G E N D A

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Presiding Member declared the meeting open at 7:35pm and alerted the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

2. ATTENDANCE & APOLOGIES

MEMBERS

Ned Radford	Councillor (Presiding Member)
John Benn	Shire President
Ross Fryer-Smith	Senior Bush Fire Control Officer
Digby Stretch	President Kojonup Bush Fire Association
Denise Berryman	Secretary of the Kojonup Bush Fire Association

OBSERVERS

Bob Francis	Kojonup Bushfire Brigade Member
Rick Mitchell-Collins	Chief Executive Officer

APOLOGIES

Paul Retallack	Senior Ranger/Building Maintenance Coordinator
Robert Cowie	Payroll and Emergency Management Officer (Admin support)
Kevin Bransby	Community Emergency Services Manager
Tony Fisher	Chief Bush Fire Control Officer
Roger House	Deputy Bush Fire Control Officer
Myles Reid	Senior Bush Fire Control Officer
Matthew Crabb	Kojonup Volunteer Fire and Rescue Service
Brad Nagtegaal	Kojonup Volunteer Fire and Rescue Service

3. **SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

4. **PUBLIC QUESTION TIME**

Nil

5. **APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

6. **CONFIRMATION OF MINUTES**

Minutes of the Bushfire Advisory Committee Meeting held on 25 February 2021 were previously circulated under separate cover.

COMMITTEE DECISION

3/21 Moved Digby Stretch seconded Cr John Benn that the Minutes of the Bushfire Advisory Committee Meeting held 25 February 2021 be confirmed as a true record.

Carried 5/0

7. **ANNOUNCEMENTS** by the Presiding Member without discussion

Nil

8. **PETITIONS, DEPUTATIONS & PRESENTATIONS**

Nil

9. **DECLARATIONS OF INTEREST**

Nil

10. STATUS REPORTS

10.1 2020/2021 Fire Season Update

As at 30 April 2021, there have been the following fires reported within the Shire:

Fires for 2021-2022 by Brigades													
Brigade	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup													0
Boscabel													0
Changerup								1		2			3
Cherry Tree Pool					1			1			1		3
Jingalup							1	4			1		6
Kojonup								5		1			6
Lumeah							1	2					3
Mobrup											1		1
Muradup					2								2
Orchid Valley								1	1				2
Qualeup							1	1					2
Ryans Brook							1	1	1				3
Total	0	0	0	0	3	0	4	16	2	3	3	0	31

This compares with the following data for the previous four years:

Fires for 2019-2020 by Brigades													
Brigade	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup													0
Boscabel						3	1						4
Changerup							1						1
Cherry Tree Pool							1						1
Jingalup								1		2			3
Kojonup										2			2
Lumeah						1	1	1	3				6
Mobrup								1		1			2
Muradup					1		1	1					3
Orchid Valley										1			1
Qualeup									1				1
Ryans Brook							1						1
Total	0	0	0	0	1	3	6	1	4	4	6	0	25

Fires for 2018 - 2019 by Brigades													
Brigade	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup													0
Boscabel													0
Changerup						1	1			2			4
Cherry Tree Pool							1	1		1			3
Jingalup							1	4		3		1	9
Kojonup							1	2		1	1	3	9
Lumeah							3	1		1	1	2	8
Mobrup								1				1	2
Muradup										2			2
Orchid Valley										1			1
Qualeup							1					2	4
Ryans Brook								1					1
Total	0	0	0	0	0	1	8	10	0	11	2	9	43

Fires for 2017 - 2018 by brigade													
Brigade	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup										1			1
Boscabel													0
Changerup												1	1
Cherry Tree Pool										1			1
Jingalup						1				1	1		3
Kojonup					6	1				4	2		13
Lumeah					1				2	1	3		7
Mobrup											1		1
Muradup						1							1
Orchid Valley						1							1
Qualeup												1	1
Ryans Brook					1								1
Total	0	0	0	0	8	4	0	0	0	3	7	9	31

Fires for 2016 - 2017 by brigades													
Brigade	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup											1		1
Boscabel													0
Changerup						1							1
Cherry Tree Pool					1	1							2
Jingalup								1				2	3
Kojonup							1						1
Lumeah													0
Mobrup													0
Muradup										2	1		3
Orchid Valley									1				1
Qualeup													0
Ryans Brook								1				1	2
Total	0	0	0	0	1	2	1	2	1	2	5	0	14

These reported fires provide a vital argument when the Shire requires extra funding or there is a need for extra resources to be allocated to this area. All fires need to be reported to DFES Communications Centre. This allows a record of incidents which can be utilised for resource allocation.

Cr Radford expressed thanks to Denise for assisting in compiling the information.

10.2 Election of CBFCO, DCBFCO and two (2) senior FCO’s to be recommended to the Kojonup Shire Council for appointment to their respective positions for the 21/22 Fire Season.

Extract from Kojonup Volunteer Bushfire Association AGM minutes

“Moved by John O’Halloran seconded by Peter Trethowan that:

- *Tony Fisher is recommended for the position of Chief Bushfire Control officer in the Shire of Kojonup for the 2021/2022 year,*
- *Roger House is recommended for the position of Deputy Chief Bushfire Control officer in the Shire of Kojonup for the 2021/2022 year,*
- *Ross Fryer-Smith and Nick Trethowan are recommended for the position of Senior Fire Control Officers in the Shire of Kojonup for the 2021/2022 year,*
- *The CBCO and the DCBCO are recommended for appointment as Fire Weather officer and Deputy Fire Weather officer respectively for the 2021/2022 year,*

- *The CBCO and the DCBCO are recommended to be appointed as authorised officers to issue permits to burn for the collection of clover seed for the 2021/2022 year,*
- *The CBFCO and the DCFBCO and the two senior BFCO's be authorised to advise Council on the imposition of harvesting and movement of vehicles bans in the Shire of Kojonup for the 2021/2022 year."*

Thank you to Myles by Digby for Zulu 4 time – now going to be Tango 1

COMMITTEE DECISION

4/21 Moved Ross Fryer-Smith seconded Digby Stretch;

That:

- 1. the Bushfire Advisory Committee recommend to Council the election of CBFCO, DCBFCO and two (2) senior FCO's to the Shire of Kojonup for appointment to their respective positions as listed above, and**
- 2. the BFAC expresses appreciation to Myles Reid for his time and effort as Zulu 4.**

Carried 5/0

10.3 Nominated Brigade/FCO's for the 21/22 Fire Season.

Moved by Peter Trethowan seconded by Bob Francis that the nominees listed below be appointed to their respective Brigades subject to each person having successfully completed the FCO's course as conducted by DFES.

<i>Bevan Bignell</i>	<i>Captain/FCO, Boilup Brigade</i>
<i>Doug Harrison</i>	<i>Captain/FCO, Boscabel Brigade</i>
<i>Paul Norrish</i>	<i>Captain/FCO, Changerup Brigade</i>
<i>Daniel Ladyman</i>	<i>Captain/FCO, Cherry Tree Pool Brigade</i>
<i>Matt Webb</i>	<i>Captain/FCO, Jinalup Brigade</i>
<i>Gavin Norrish</i>	<i>Captain/FCO, Kojonup Brigade</i>
<i>John O'Halloran</i>	<i>Captain/FCO, Lumeah Brigade</i>
<i>Rob Warburton</i>	<i>Captain/FCO, Moberup Brigade</i>
<i>Ben Blewett</i>	<i>Captain/FCO, Muradup Brigade</i>
<i>Daniel Simpson</i>	<i>Captain/FCO, Orchid Valley Brigade</i>
<i>Clayton Simcock</i>	<i>Captain/FCO, Qualeup Brigade</i>
<i>Stuart Tohl</i>	<i>Captain/FCO, Ryans Brook Brigade</i>
<i>Bob Francis</i>	<i>FCO, Muradup Town</i>
<i>Myles Reid</i>	<i>FCO, Kojonup Town</i>

COMMITTEE DECISION

5/21 Moved Digby Stretch seconded Cr John Benn that the Bushfire Advisory Committee recommend to Council the election of Captains and Fire Control Officers to the Shire of Kojonup for appointment to their respective positions as listed above.

Carried 5/0

10.4 Drought Communities Programme

The Shire is currently progressing the purchase and installation of 100,000 litre water tanks near the existing standpipes at Katanning/Kojonup Road and at Muradup.

- Construction of a new 10,000 yard water storage dam on part of the land presently leased to the Kojonup Football Club for cropping opposite the Saleyards to capture and store stormwater runoff from the Industrial Estate and surrounding catchment which in turn can be pumped to the storage dam at the Showgrounds or to Turkey Nest which irrigates the Sports Oval has occurred and pumps works and associated piping is progressing.
Cr Radford reported that quotes for a solar pump and pipeline extension have been obtained for authorisation by the CEO following feedback from Works & Services.
- Constructing new retarding basins at Quin Quin Reserve and Old Drive-in area to slow stormwater during storm events as well as supplement supply for irrigation of public open space is progressing.

Members welcomed the infrastructure improvements being undertaken by Council under the Commonwealth Programme.

10.5 Communications Tower

Council officers are continuing to liaise with the Department of Lands regarding the section of land contained within the Jingalup/Balgarup Road Reserve to ascertain approvals required to dedicate land specifically for the Communications Tower. This involves a comprehensive survey of the area, creation of a separate lot as distinct from the Road Reserve for the tower footprint, lodgement fees, and subdivision and development approvals. State approval based on tower design as to whether it requires guide wires or is stand alone is also essential to ensure the creation of a separate lot. This process is certainly not quick as the tower will initially accommodate DFES (WAERN) infrastructure, Bushfire Infrastructure and Council's own radio network, so the process is very methodical given it will stand in situ for 40 plus years.

Digby advised the time delay was an issue for the Bushfire Association and as President of the Association was available to assist Council in any way possible to expedite the process.

10.6 Volunteer Bushfire Brigades – AGM Minutes 2021

Any items which BFAC wish to draw to Council’s attention that has not been separately listed in the agenda?

- Request from Bushfire Association that Fire Control Officers be allocated green flashing lights from Emergency Services Levy which signifies their presence on the fire ground and improves OSH aspects for the volunteers.

11 ITEMS (General Business)

11.1 Community Emergency Services Manager Update

Mr Bransby is presently in Geraldton assisting in recovery operations from Cyclone Seroja until 3 May 2021.

11.2 Town Site Firebreak Inspection Dates

As discussed at the BFAC Meeting 29 October 2020, the dates for the firebreak inspections within the gazetted town site boundaries of Kojonup and Muradup are to be recommended to Council at the Ordinary Meeting scheduled for 18 May 2021 to be moved forward by four weeks to 2 November. This will allow the Council to ensure that there is sufficient time to enforce any measures that are taken on properties that are not up to the required standards as prescribed in the Fire Break notices produced each year. The dates for all land outside of the gazetted town sites are to remain unchanged.

CEO and Denise will update Fire Break Order 21/22 incorporating Brigade changes and townsite dates. CR Radford thanked Zulu’s for suggesting date change.

Ross spoke of Zulu’s direct approach with property owners pressing the need for improved fire mitigation compliance as not only does this protect their asset but also minimises the risk to volunteers who place their own lives at risk attending such fires.

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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 for Council consideration.

CEO advised that this is the last meeting he would attend of BFAC before retiring in July and expressed his appreciation to BFAC members, Zulu's and volunteer brigades for their efforts during his 8 years with Kojonup. Members wished Rick all the very best in retirement and for his efforts as CEO.

14 **NEXT MEETING**

Thursday 14 October 2021 at 7:30pm

15 **CLOSURE**

There being no further business to discuss the Presiding Member thanked the members for their attendance and declared the meeting closed at 7.57pm.