

SHIRE OF KOJONUP

Kojonup



Kojonup Bush Fire Advisory Committee

MINUTES

5 September 2018

MINUTES FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING
HELD 5 SEPTEMBER 2018

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MINUTES

1. **DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS**

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

2. **ATTENDANCE & APOLOGIES**

MEMBERS

| | |
|--------------------------|--|
| Mr Ned Radford | Councillor (Presiding Member) |
| Mr Ross Fryer-Smith | Senior Bush Fire Control 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 Bob Francis | Kojonup Bushfire Brigade Member |
| Mrs Denise Berryman | Secretary of the Kojonup Bush Fire Association |

APOLOGIES

| | |
|--------------------|---|
| Mr Tony Fisher | Chief Bush Fire Control Officer |
| Mr Daniel Campbell | Kojonup Volunteer Fire and Rescue Service |
| Mr John Benn | Councillor |

ABSENT

| | |
|------------------|--|
| Mr Roger House | Deputy Bush Fire Control Officer |
| Mr Myles Reid | Senior Bush Fire Control Officer |
| Mr Geoff Gale | President of the Kojonup Bush Fire Association |
| Mr Matthew Crabb | 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**

ORDINARY MEETING 9 April 2018

COMMITTEE DECISION

7/18 Moved Denise Berryman, seconded Bob Francis that the Minutes of the Ordinary Meeting of the Bushfire Advisory Committee held 9 April 2018 be confirmed as a true record.

CARRIED 7/0

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

Nil

8. **PETITIONS, DEPUTATIONS & PRESENTATIONS**

Nil

9. **DECLARATIONS OF INTEREST**

Nil

10. STATUS REPORTS

- Mr Mitchell-Collins informed the Committee that Superintendent Wayne Green from DFES Albany will be here to present John Lewis and George Bailey with their certificates of appreciation in late September. Invitations will follow accordingly.

11. ITEMS

12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. LATE ITEMS

- **Fire Period Signs**
 - Rob Cowie reported that he is progressing with the new signs. Has had discussions with Manager of Corporate and Community Services regarding quotes and integration with the electronic signage for the Shire.
- **Kojonup Volunteer Fire Shed**
 - Rob Cowie raised that he along with Paul Retallack and other Shire staff have been looking at the possibility of moving the Kojonup 2.4 fire truck shed. Currently it is situated at the Works Depot with access from Bilston St. The preferred option is constructing a new shed (2 bays preferred) in the South West Boundary of the Works & Services Depot with direct access onto Blackwood Rd utilising LGGs funding. The new location alleviates the need to gain access into Council's Depot but allows access to power, water, sewer and improved off street parking. Rob will progress this over the coming months.
 - The possibility of requesting a new Fire truck was raised with initial suggestions to locate this towards the north part of the Shire. Bob Francis suggested that we would be better served if this was co-located in the Kojonup shed as this would be utilised for all fires in the Shire rather than just the fires to the North. This will be considered in the fire shed discussion with Department of Fire & Emergency Services.
- **Bushfire Radio Tower**
 - Ned Radford requested that the Shire provide the BFAC with an update on the Radio Tower progress.
Rob Cowie to organise with MCCS and relevant parties.

- **Correct Paperwork**

- Rob Cowie raised that since the introduction of the Fire Incident Reporting System (FIRS), there has been a lack of ‘Primary’ reports lodged with DFES. The ‘Primary’ reports need to be completed for all incidents that are attended by the Volunteer Bushfire Brigades. Once completed by the FCO for the primary brigade, they are responsible for submitting this to DFES. This can be done by fax, email or bringing them into the Shire office for staff to submit.

If we report all incidents that happen, we will increase the chances of receiving funding for the new truck and shed.

- All conditions on Fire Permits need to be adhered to. This will minimise the chances of escaping fires this season. It was raised that all Fire Permits need to be requested prior to the morning Radio checks. Any that are requested after 6:45am should be refused.

There is currently work happening on producing an online Fire Permit. This will comply better with the Shire’s record keeping requirements. This will be investigated over the next season and hopefully implemented for the 2019/20 season.

- **Dual Fire Control Officers**

- The Shire of West Arthur have requested that one of the designated FCO’s from their Shire be nominated within our Shire as a Dual FCO.

In the past, this authority has been delegated to the CEO for ratification, but since 2014 these requests have been submitted to Council for their approval.

It is proposed that the BFAC recommend to Council that the approval for Dual FCO’s be reinstated as a Delegated Authority for the CEO, with consultation from the Current Chief BFCO and Presiding Member of the BFAC, to approve.

COMMITTEE DECISION

8/18 Moved Ross Fryer-Smith, seconded Paul Retallack that the Bushfire Advisory Committee recommend to Council that the approval of requests from neighbouring Shires Dual Fire Control Officers’ be reinstated as a Delegated Authority for the CEO, with consultation from the Current Chief BFCO and Presiding Member of BFAC, to approve.

CARRIED 7/0

14 NEXT MEETING

Wednesday 13 February 2019 in the Council Reception Room, commencing 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 8:20 pm.

16 **ATTACHMENTS (SEPARATE)**

Nil