

**SHIRE OF KOJONUP**

**Kojonup**



**Kojonup Bush Fire Advisory Committee**

**MINUTES**

***15 October 2019***

**MINUTES FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING**  
**HELD 15 OCTOBER 2019**

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MINUTES

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

In the absence of Presiding Member – Cr Ned Radford the meeting elected Mr John Benn to chair the meeting. Mr Benn 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**

Mr John Benn	Councillor
Mr Tony Fisher	Chief Bush Fire Control Officer (CBFCO) (Zulu 1)
Mr Roger House	Deputy Bush Fire Control Officer (Zulu 2)
Mr Ross Fryer-Smith	Senior Bush Fire Control Officer (Zulu 3)
Mr Digby Stretch	President - Kojonup Bush Fire Association
Mrs Denise Berryman	Secretary - Kojonup Bush Fire Association
Mr Paul Retallack	Senior Ranger/Building Maintenance Coordinator
Mr Bob Francis	Kojonup Bushfire Brigade Member
Mr Matthew Crabb	Kojonup Volunteer Fire and Rescue Service
Mr Brad Nagtegaal	Kojonup Volunteer Fire and Rescue Service
Mr Robert Cowie	Administration/Regulatory Officer

**GUESTS**

Mr Anthony Middleton	Manager of Corporate & Community Services
Mr Tim Johnston	Kojonup Bushfire Brigade Member

**APOLOGIES**

Mr Ned Radford	Councillor (Presiding Member)
Mr Rick Mitchell-Collins	Chief Executive Officer
Mr Myles Reid	Senior Bush Fire Control Officer (Zulu 4)

**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**

COMMITTEE DECISION

**07/19**     *Moved Matt Crabb, seconded Digby Stretch that the Minutes of the Ordinary Meeting of the Bushfire Advisory Committee held 10 April 2019 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**

**10.1    Emergency Services Levy Update**

Mr Cowie gave a brief update on the 2018/2019 ESL spend – of the \$42k allocated, over 50% was used on Volunteer insurance.

The 2019/2020 allocation is \$46k, but the cost of insurance has risen to approx. \$24k.

Mr Johnston commented that there is some discussion at DFES level around easing the rules on what these monies can be spent on.

**10.2    Fire Signs/Firebreak Notice**

Rob Cowie updated the Committee on the progress of the signage. Consensus was to move forward as soon as possible with standard fire rating signs with coloured inserts noting the period of burning restrictions.

**ACTION:** Rob Cowie to progress as soon as possible

Firebreak Notices to be delivered with Rotary Calendar and also to have more presence on social media, including more popular Facebook sites; e.g. Kojonup Chats, Kojonup Buy Swap & Sell.

**ACTION:** Rob Cowie to investigate and liaise with Rotary Club of Kojonup, noting that Kojonup Lions Club also undertake a similar initiative. Also, to instigate an increased presence on social media

### **10.3 Bushfire Maps**

*The current Fire Maps were last updated in 2008. These need to be updated, but this is quite a large project and will take some time to complete. This will require a collective approach with assistance from Brigades, FCO's and Zulus to ensure all farm names are correct.*

**ACTION:** Rob Cowie to progress this matter in the new year including budget provision for the 20/21 FY. Possibilities for Grants to be explored.

### **10.4 Water Standpipe Tank Upgrades**

Nil progress on this item

**ACTION:** Rob Cowie and Paul Retallack investigating options and costs as per previous meeting suggestion as this information needed for Council consideration.

## **11. ITEMS (General Business)**

### **11.1 BFAC discussion Item- Regional Resource to Risk**

#### **INTRODUCTION**

*Each year local governments are able to submit Resource to Risk (R2R) applications for a Capital Grant consideration from DFES. These grants relate to significant capital works initiatives, including the acquisition of facilities, appliances, vehicles and major items of equipment.*

*This proposal is not related to the operating grant each Local Government receives to manage the day to day running of brigades.*

#### **BACK GROUND**

*There are limited applications that are successful and each Local Government is competing for the allocation of funds for these capital grants.*

*At a recent Great Southern Regional Operations Advisory Committee (ROAC) meeting it was recommended a need for change in the R2R process to have a collaborative and more strategic approach in how the region prioritises these applications.*

*It was agreed the ROAC is an appropriate committee to prioritise the collective submissions from each local government and submit a more strategic group of R2R applications that have been endorsed by all CBFCO's of this committee in consultation with the Local Governments.*

#### **RECOMMENDATION**

*The membership vote to accept a more collaborative approach to the Resource to Risk applications from Local Government within the Great Southern ROAC.*

#### **DISCUSSION POINTS**

*If agreed by the Local governments a model or concept plan would be initiated by a working group. This concept would not likely to start until the 2021 year.*

*If agreed to, there will need to be a shift in timings of applications to allow for alignment of ROAC meetings and BFAC meetings.*

*One option is for each Local Government who wishes to apply for the R2R grant to submit to all CBFCO's a short (150-300) overview of the proposed application for consideration before a ROAC meeting.*

*At the meeting each LG presents to the committee on their application to give members the opportunity to discuss each application.*

*The Chiefs would rank these into priority order for the region and vote to accept these nominations.*

*It would then be up to those highest priority applications to submit a more comprehensive document to be signed off with support from all contributing Local Governments.*

***“That the BFAC membership recommend to Council to accept a more collaborative approach to the Resource to Risk applications from Local Government within the Great Southern ROAC.”***

***Item was deferred to next meeting seeking further information from the ROAC. Mr Cowie to seek clarification and Kojonup BFAC to have representation at the next ROAC meeting.***

### **11.2 Training Date with DFES**

*A full training day has been organised by DFES Albany to run on Friday 18 October in the Shire Emergency Operation Centre (Reception Room).*

*The aim of this training is to test the Emergency Operation Centre (EOC) and the ability of local VBFB personnel to be able to handover an incident to DFES.*

***ACTION:*** Rob Cowie to distribute results of the training session to BFAC members once available.

### **11.3 Bushfire Tower Meeting**

*Where are we at?*

- *Radio Tower maintenance has occurred, to rectify aerial placement.*
- *Maintenance has taken place on all available vehicles that have a DFES supplied WAERN radio with mixed results. Most have been improved. Some issues still exist with use of LED light.*
- *Muradup 2.4 conducted radio strength testing around shire to mixed results. All information passed back to DFES Comms for further consideration*
- *Shadow Maps have been created for the Police Radio, Current Mid-Band (Samson Rd) and proposed Jingalup/Balgarup Rd greenfield site.*
- *Anthony and Rob to progress discussions with Mr Williams regarding current Radio Tower site. Discussion points to include*
  - *Sub-Division of land including direct access*
  - *Current situation and relationship with Council*
- *Indicative prices for a new tower construction based on recent approvals in the region have been provided by Development Services Coordinator:*

<i>Approval_date</i>	<i>Site_sub_name</i>	<i>Comments</i>	<i>Approval_value</i>
<i>18/04/2018</i>	<i>Frankland River</i>	<i>Telecommunications tower and associated equipment shelter, cabling, fencing and equipment</i>	<i>\$279000</i>
<i>22/04/2017</i>	<i>Cranbrook</i>	<i>Telecommunications tower, shelter and fencing (includes removal of existing tower)</i>	<i>\$200000</i>
<i>24/05/2017</i>	<i>Tenterden</i>	<i>Telecommunications tower, shelter and fencing</i>	<i>\$250000</i>
<i>18/10/2016</i>	<i>Frankland River</i>	<i>Telecommunications tower and cabinet</i>	<i>\$300000</i>
<i>28/09/2017</i>	<i>Lumeah</i>	<i>Telecommunications lattice tower, associated equipment and fencing</i>	<i>\$195000</i>
<i>20/09/2017</i>	<i>Mobrup</i>	<i>Telecommunications tower (monopole), associated equipment and fencing</i>	<i>\$150000</i>
<i>22-Mar</i>	<i>Orchid Valley</i>	<i>Telecommunications tower (guy mast), associated equipment and fencing</i>	<i>\$279000</i>

After vigorous discussion around the table it was agreed that the current site on Samson Rd was most likely the preferred site for the WAERN repeater to be located. The BFAC is of the opinion the Shire Council need to address this matter as a priority and progress accordingly.

- 8/19**     *Moved Digby Stretch, seconded Tony Fisher that the Shire urgently commit to building a new communications tower to the maximum height possible on the current midband site, pending an agreement with DFES to move the WAERN repeater to the new tower.*

**CARRIED 7/0**

#### **11.4 DFES Volunteer Hub**

*The Department of Fire and Emergency Services (DFES) will launch the new Volunteer Hub on 31 October 2019.*

*“The Volunteer Hub will deliver a better online service for WA's emergency service volunteers, and is critical to DFES' vision for improved services for volunteers across WA.*

*The Volunteer Hub will replace the current Volunteer Portal as the key online communication tool between DFES and its volunteers.*

*We have consulted extensively with volunteers throughout WA. A Working Group, made up of over 390 volunteers, representing every region and service, has provided feedback on the existing Volunteer Portal and how volunteers would like to use the new Hub. This feedback has been used to deliver a personalised, high performing website that will better meet the needs and expectations of our volunteers now and into the future.*

*Local governments play a critical role in administering and training our state's bushfire service volunteers so it's important that you're aware of the Volunteer Hub and the benefits it will deliver for WA's 26,000 emergency service volunteers.*

*About the Volunteer Hub*

*The Volunteer Hub will be a valuable resource that gives volunteers more of the information and support they require to perform their roles. Here are just some of the features the Hub will deliver:*

- Mobile-friendly design for volunteers who access the Hub on phones or tablets*
- Increased personalisation, allowing volunteers access to more of their records and BGU (Brigade, Group or Unit) contact information, with the new 'My Profile' and 'My BGU' features*
- Customisable navigation allowing volunteers to edit the homepage for quick access to their most-used pages and services*
- A greatly enhanced search function, making it easier to find operational processes and procedures*
- Simple design for easier navigation, based on volunteer feedback and user testing*
- A feedback mechanism on every page*
- A full-time Volunteer Hub Administrator in a dedicated role supporting and developing content"*

*ACTION: Rob Cowie to distribute information to BFB Secretaries to be made available to all Volunteers*

**12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**13. LATE ITEMS**

**13.1** The Development Services Coordinator has requested that the BFA be reminded that there is no provision to issue permits for burning refuse and other items as specified in the various regulations.

**13.2** Roger House raised the issue of it being a drier than usual season and water shortages could be an issue



**ACTION:** Rob Cowie to liaise with Denise Berryman to have all Brigades identify and advise which dams are to be used in the first instance. This data to be provided at the Radio Ops Meeting

**13.3** Tim Johnston has been attending DFES Fleet meetings. The BFAC is happy for this arrangement to continue.

**13.4** Digby Stretch asked about the SMS and general phone coverage with the change to NBN. A solution for the answering machine is still being worked on.

**13.5** Digby Stretch stated that as part of the PGA, there is a push to move the Fire Danger Ratings back to 4 categories.

#### **14. NEXT MEETING**

Wednesday 12 February 2020 commencing at 7.00pm in the Council Reception Room.

#### **15. CLOSURE**

There being no further business to discuss the Presiding Member thanked the members for their attendance and declared the meeting closed at 8:25pm.

#### **16. ATTACHMENTS (SEPARATE)**

Nil