

SHIRE OF KOJONUP



Kojonup Bush Fire Advisory Committee

Minutes

12 February 2020

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 12 FEBRUARY 2020

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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 7:00pm and alerted the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

2. ATTENDANCE & APOLOGIES

MEMBERS

Cr Ned Radford	Councillor (Presiding Member)
Cr John Benn	Shire President
Mr Tony Fisher	Chief Bush Fire Control Officer
Mr Roger House	Deputy Bush Fire Control Officer
Mr Myles Reid	Senior Bush Fire Control Officer
Mr Digby Stretch	President of the Kojonup Bush Fire Association
Mrs Denise Berryman	Secretary of the Kojonup Bush Fire Association
Mr Matthew Crabb	Kojonup Volunteer Fire and Rescue Service

OBSERVERS

Rick Mitchell-Collins	Chief Executive Officer
Mr Robert Cowie	Administration/Regulatory Officer
Mr Brad Nagtegaal	Kojonup Volunteer Fire and Rescue Service
Mr Bob Francis	Kojonup Bushfire Brigade Member
Cr Kevin Gale	Councillor

GUESTS

APOLOGIES

Mr Ross Fryer-Smith	Senior Bush Fire Control Officer
Mr Paul Retallack	Senior Ranger/Building Maintenance Coordinator

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

1/20 Moved Myles Reid, seconded Matt Crabb that the Minutes of the Ordinary Meeting of the Bushfire Advisory Committee held 15 October 2019 be confirmed as a true record.

CARRIED 8/0

7. ANNOUNCEMENTS by the Presiding Member without discussion

Cr Radford stated that there was a slight error in the location of the proposed tower in the letter to DFES. It should be on the south side of Jingalup Road.

8. PETITIONS, DEPUTATIONS & PRESENTATIONS

Nil

9. DECLARATIONS OF INTEREST

Nil

10. STATUS REPORTS

- Firebreak Compliance report from the Ranger
 - Very good year for compliance, best compliant year I have had. Most of the ones that missed the deadline were first timers & once educated, all happy to comply quickly.
 - Late ones predominately Shire property, Department of Housing, new residents to the shire & non-local landholders.
 - Appreciation to Ross for his help in the rural areas. We are doing better every year.

11. ITEMS (General Business)

11.1 Bushfire Tower Update

The letter to DFES was sent and received at DFES in Albany in early January 2020. Murray Hatton passed the request onto the Communications Team for action and responses.

As at the time of creating this agenda, the Shire is still yet to receive any other correspondence regarding this matter.

I have requested a summary of all work carried out on WAERN Tower from Murray Hatton.

Please see attachments 16.1 and 16.3.

- Rob Cowie tabled a late received email from Martin Griffiths (DFES Communications) regarding the schedule of activities carried out on the WAERN Tower.
- The CBFCO spoke to the radio network issues. There has seemed to be some improvement, but yet to be tested in a real situation.
- Qualeup area is better, but Cherry Tree Pool is worse.
- Rob requested that all findings be emailed to him as soon as possible for reply to DFES. Once this occurs, we can request further meetings to discuss.

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 LATE ITEMS

- Update from Zulu 1 regarding the status of the Katanning Fire and briefing on Kojonup units that attended
 - CBFCO Tony Fisher spoke to the effort of the Kojonup Volunteers at the Katanning Fire. He praised the efforts of both the Bushfire Volunteers and the VFRS Volunteers. An amazing job was done under very trying circumstances.
 - The seemingly lack of fire compliance in the Katanning Shire shows the necessity of the Kojonup Shire keeping vigilant on fire break compliance where we can.
 - There seemed to be some issues with communications at the fire. Some real panic station decisions were made, and seemed to be a lack of organisation on the ground.
 - Digby passed on Andrew Bushell' (CTP1) apologies for being unable to attend tonight's meeting.
- It was suggested that the Shire look into purchasing a Mobile Booster and Mobile phone for the Secretary of the Bushfire Association. This will allow her to monitor the "WhatsApp" groups and be more contactable in an emergency. Rob Cowie will investigate and see what can be done.

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- Mat Crabb asked about the signs for the Restricted Burning Periods. It was agreed that there should be some signage to be displayed stating that “There is to be no fires lit within the Town Site until 14 April”. Rob to organise using current budget allocations.
- Rick Mitchell-Collins spoke to the committee regarding the meeting he attended with SuperLoop – Rick--- Can you put something here??
- Rick Mitchell-Collins raised the **Water Grant** that had been allocated to the Shire of Kojonup and the possible uses that this may go towards. There needs to be a whole of Shire benefit for the final allocation of funds.

14 **NEXT MEETING**

Wednesday 8 April 2020 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 8:25pm.

16 **ATTACHMENTS (SEPARATE)**

16.1 Letter to DFES re WAERN Tower

16.2 Emails from DFES re WAERN Tower

16.3 Response from DFES re Activities at WAERN Tower