

SHIRE OF KOJONUP



Kojonup Bush Fire Advisory Committee

AGENDA
RECEPTION ROOM

7:00pm Wednesday, 7th May 2025

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 (11 in total)

- Councillors x4 (Currently Cr Bilney, Cr Radford, Cr Webb and Cr Mathwin);
- 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 x4

AGENDA FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING
HELD 7 MAY 2024

TABLE OF CONTENTS

1.	DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS	5
2.	ATTENDANCE & APOLOGIES	5
3.	SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE	6
4.	PUBLIC QUESTION TIME	6
5.	APPLICATIONS FOR LEAVE OF ABSENCE	6
6.	CONFIRMATION OF MINUTES	6
7.	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION	6
8.	PETITIONS, DEPUTATIONS & PRESENTATIONS	6
9.	DECLARATIONS OF INTEREST	6
10.	STATUS REPORTS	7
11.	GENERAL ITEMS	9
12.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	10
13.	LATE ITEMS	10
14.	NEXT MEETING	10
15.	CLOSURE	10

A G E N D A

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

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

2. **ATTENDANCE & APOLOGIES**

MEMBERS

John Binns	President Kojonup Bush Fire Association
Denise Berryman	Secretary of the Kojonup Bush Fire Association
Ross Fryer - Smith	Deputy Bush Fire Control Officer
Paul Norrish	Senior Bush Fire Control Officer (Newly Elected)
Matthew Crabb	Kojonup Volunteer Fire and Rescue Service
Ben Blewett	Senior Bush Fire Control Officer
Tony Fisher	Chief Bush Fire Control Officer
Roger Bilney	Councillor and Chair
Ned Redford	Councillor
Paul Webb	Councillor
Mick Mathwin	Councillor
Nick Trethowan	Senior Bush Fire Control Officer (Stepping Down)

OBSERVERS

Grant Thompson	Chief Executive Officer
Shane Harris	Community Services Management Services / DFES Rural Acting District Officer
Estelle Lottering	Manager Projects and Regulatory Services (Minute taker)
Dwayne Lottering	Manager Property Services and NRM
Darryn Watkins	Manager Works and Services

APOLOGIES

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

4. **PUBLIC QUESTION TIME**

5. **APPLICATIONS FOR LEAVE OF ABSENCE**

6. **CONFIRMATION OF MINUTES**

Minutes of the Bushfire Advisory Committee Meeting held on 12th February 2025 was previously circulated under separate cover.

COMMITTEE DECISION

That the minutes of the Bushfire Advisory Committee Meeting held 12th February 2025 be confirmed as a true record.

Moved by And second by Carried 0/0

7. **ANNOUNCEMENTS**

8. **PETITIONS, DEPUTATIONS & PRESENTATIONS**

9. **DECLARATIONS OF INTEREST**

10. **STATUS REPORT / GENERAL ITEMS**

10.1 **Shire of Kojonup – Community Emergency Services Manager – Shane Harris**

10.1.1 Shire of Kojonup Fire Break Order:

COMMITTEE DECISION

The Committee endorse and recommends to Council the Fire Break Order 25/26 as presented.

Moved by and second by Carried 0/0

10.1.2 Fire Incidents by Brigade for 2024-2025

Shire of Kojonup – Bushfire Advisory Committee Meeting – 7 May 2025

Fire Incidents by Brigade for 2024 - 2025														
Brigade		July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup		0	0	0	0	0	0	0	0	0	0	0	0	0
Boscabel		0	0	0	0	0	0	0	0	0	0	0	0	0
Changerup		0	0	0	0	0	0	1	2	0	0	0	0	3
Cherry Tree Pool		0	0	0	0	0	0	0	0	1	1	0	0	2
Jingalup		0	0	0	1	0	0	0	2	0	0	0	0	3
Kojonup		0	0	0	1	2	1	0	0	1	1	0	0	6
Lumeah		0	0	0	0	0	0	0	0	0	0	0	0	0
Mobrup		0	0	1	0	1	0	2	0	0	1	0	0	5
Muradup		0	0	0	1	1	1	0	0	0	0	0	0	3
Orchid Valley		0	0	0	0	0	0	0	0	0	0	0	0	0
Qualeup		0	0	0	0	0	0	0	0	0	0	0	0	0
Ryans Brook		0	0	0	0	0	0	0	0	0	0	0	0	0
Total		0	0	1	3	4	2	3	4	2	3	0	0	22

10.2 Shire of Kojonup -Chief Executive Officer – Grant Thompson

10.2.1 – SoKo BFAC Issues / Action Register

10.3 Kojonup Chief Bushfire Control Officer – Tony Fisher

10.3.1 – SoKo Permits issued in 2024/2025

10.3.2 – Chief Bushfire Control Officer Report

10.4 President of Kojonup Bushfire Association – John Binns

10.4.1 Presentation of the Bushfire Association AGM held on the 7th of April 2025. and the endorsement of newly selected FCO's, Zulus and all other newly selected nominees.

COMMITTEE DECISION

To adopt the minutes of the Bushfire Association AGM held on the 7th of April 2025.

Moved by and second by Carried 0/0

10.4.2 The Kojonup Bushfire Association presents the following newly selected Fire Chief Officers, Zulu's and other nominees.

- Tony Fisher - Chief Bush Fire Control Officer and Bush Fire Weather Officer;
- Ross Fryer-Smith - Deputy Chief Bush Fire Control Officer and Deputy Fire Weather Officer;
- Paul Norrish and Ben Blewett - Senior Bush Fire Control Officers;
- The Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer be appointed as authorised officers to issue permits to burn for the collection of clover seed in the Shire;
- The Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and the two Senior Bush Fire Control Officers be authorised to recommend to the Chief Executive Officer of the Shire of Kojonup on the imposition of Harvest and Vehicle Movement Bans.
- The following Fire Control Officers's per their brigades

Ben Johnston	Captain/FCO, Boilup Brigade
Craig Ivey	Captain/FCO, Boscabel Brigade
Murray Magini	Captain/FCO, Changerup Brigade

Peter Kowald	Captain/FCO, Cherry Tree Pool Brigade
Chris Wright	Captain/FCO, Jingalup Brigade
Matt Bilney	Captain/FCO, Kojonup Brigade
Lochi Thorn	Captain/FCO, Lumeah Brigade
Digby Stretch	Captain/FCO, Mobrup Brigade
Kent Stone	Captain/FCO, Muradup Brigade
Griff Chomley	Captain/FCO, Orchid Valley Brigade
Shannon Binns	Captain/FCO, Qualeup Brigade
Stuart Tohl	Captain/FCO, Ryan’s Brook Brigade
Bevan Brown	FCO, Kojonup Town

COMMITTEE DECISION

To recommend the selected Fire Chief Officers and Zulus to Council for endorsement at the next Council meeting.

Moved by and second by Carried 0/0

10.5 Kojonup Volunteer Fire Rescue Services – Matt Crabb

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13 LATE ITEMS

14 NEXT MEETING

Will be on the 6th of August 2025 at 7:00pm

15 CLOSURE

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

Attachments

10.2.1 – SoKo BFAC Issues Action Register

10.4.1 – Kojonup Bush Fire Association Minutes

11.3.1 - SOK Permits issued for 2024-2025



SoKO BFAC ISSUES / ACTION REGISTER:

Issue / Action #	Submitted By	Issue Description	Action(s)	Submitted Date	Actions Assigned Owner	Department	Category	Priority	Urgency	Action Approved	Risk	Comments/Variance Reporting on progress	Status	Due By Date	Closed Date	% ACTION COMPLETE
1	CESM	Vertex handheld radio's need replacing in certain brigades.	Buy batterires and distribute	6/11/2024	CESM	PM & Regulatory Services	IT, Communication Systems and Infrastructure	HIGH	Urgent - 2 months	YES	MEDIUM	Underway and batteries purchased	Closed	12/02/2025		100%
2	CEO	BFB Volunteer Induction roll out	Create roll out plan	6/11/2024	CESM	PM & Regulatory Services	Failure to Fulfil Compliance Requirements (Statutory, Regulatory)	HIGH	Must Have - 6 months	YES	HIGH	Induction approved, roll out plan to be formed	In Process	1/09/2025		50%
3	Tony Fisher	Road Verge Management requires attention	Plan for Roadside Management	6/11/2024	MWI / MPS	Works & Infrastructure	Environment Management	MEDIUM	Must Have - 6 months	YES	HIGH	Requires planning between Property Services and Works & Infrasrtructure	Not Started	1/09/2025		0%
4	Digby Stretch	Request for the Shire's water tanker to be available when needed.	Prepare the unit for immediate use	6/11/2024	MWI	Works & Infrastructure	Asset Sustainability Practices	MEDIUM	Required before 12 months	YES	MEDIUM	Works & Infrastructure preparing unit for use	In Process	12/02/2025		90%
5	Digby Stretch	Shire to consider adding a 5 metre fire break to standalone power units	create a policy around these units that's going on the farms. Review Fire break notice	6/11/2024	CESM	PM & Regulatory Services	Failure to Fulfil Compliance Requirements (Statutory, Regulatory)	MEDIUM	Must Have - 6 months	NO	MEDIUM	Western power has not cleared around standalone power units, there is no fire break.	Not Started	1/06/2025		5%
6	Matt Crabb	Educate Community members in town of dates for preparation of fire season	Shire to investigate a better advertising mechanism to inform / advise town members about dates for slashing and fire breaks.	6/11/2024	CEO/CESM	PM & Regulatory Services	Engagement practices	MEDIUM	Required before 12 months	YES	MEDIUM	Communication Plan required	Not Started	1/06/2025		0%
7	Mick Mathwin	Investigate the use of DPIRD Weather Stations	Determine what station information can be utilised for Kojonup decision making and then advise whether new stations are required	6/11/2024	CEO/CESM	PM & Regulatory Services	IT, Communication Systems and Infrastructure	MEDIUM	Required before 12 months	NO	LOW	Further discussion on relevance of current assets required by BFAC	In Process	1/04/2025		50%
8	All	Joint Volunteer Service Centre	Investigate the viability of a joint volunteer emergency services centre in Kojonup.	6/11/2024	CEO	Office of the CEO	Asset Sustainability Practices	MEDIUM	Nice to have 24 Months	NO	LOW	first local meeting taken place, now concepts required, land to be identified, each person to take forward to their relevant organisations	In Process	Ongoing		10%

Permits Issued 2024 – 2025 Season

Permit Holder	Date Issued	Days permit for	Any Cancellations Due to H fire rate	Issued By
G Robinson	8/10/24	2 days	-	
Josh Matthews	8/10/24	2 days	-	
I Robertson	9/10/24	3 days	-	
D Berryman	28/10/24	1 day	-	N Leitch
N Leitch	28/10/24	3 days	-	Ben Blewett
N O'Halloran	1/11/24	2 days	-	Owen Bignell
T Bock	6/11/24	3 days	-	Paul Norrish
S Tohl	11/11/2024	3 days	-	Ross Fryer-Smith
T fisher	13/11/2024	1 day	-	James Eyres
W Parker	15/11/2024	Fire Pit	Cancelled N/A	Griff Chomley
P Mason	26/11/2024	3 days	1 day cancelled	Ross Fryer-Smith
L Thorn	27/11/2024	3 days	2 days cancelled	R-Fryer-Smith
P Durack	27/11/2024	3 days	2 days cancelled	R-Fryer-Smith
I Robertson	4/12/2024	3 days	-	R-Fryer-Smith
Catrina Kowald	4/12/2024	2 days (5 th & 6 th)	1 day cancelled	Owen Bignell
T Taylor	4/12/2024	2 days (5 th & 6 th)	1 day cancelled	Owen Bignell
I Palmer	5/12/2024	3 days (5 th /6 th /7 th)	3 days	Justin Brown
S Venables	5/12/2024	3 days	2 days	B Johnston
T Fisher	11/12/2024	1 day	-	James Eyres
D Mathwin	11/12/2024	3 days	2 days	Justin Brown
T Mathwin	18/3/2025	3 days		Ross Fryer-Smith
J Clifton	18/3/2025	3 days		Stuart Tohl
O Bignell	18/3/2025	3 days		Ben Blewett
N Forrester	18/3/2025	3 days		Rob E-Warburton
J O'Halloran	18/3/2025	2 days		Tom Mathwin
R House	18/3/2025	3 days		Ben Johnston
N Scolari	19/3/2025	3 days		Tom Mathwin
B Brown	19/3/2025	3 days		Tom Mathwin
D Brockman	19/3/2025	3 days		Nathan Leitch
G Coleman	19/3/2025	3 days		Shannon Binns
J Woods	19/3/2025	3 days		Shannon Binns
J Brown	20/3/2025	3 days		Shannon Binns
H Thorn	20/3/2025	3 days		Justin Brown
B Blewett	20/3/2025	3 days		Nathan Leitch
S Williams	20/3/2025	3 days		Tom Mathwin
C Wright	20/3/2025	3 days		Tom Mathwin
J O Halloran	20/3/2025	3 days		Tom Mathwin
Rob Warburton	21/3/2025	3 days		Ross Fryer-Smith
N Scolari	21/3/2025	3 days	1 day	Tom Mathwin
D stretch	21/3/2025	3 days		Rob Warburton
J Thorn	22/3/2025	3 days	1 day	Tony Fisher
H Elliot	22/3/2025	3 days	1 day	Tony Fisher
D Prasser-Jones	22/3/2025	3 days	1 day	Tony Fisher
J wood	22/3/2025	3 days	1 day	Shannon Binns
J Thorn	23/3/2025	3 days	1 day	Tony Fisher
N Scolari	23/3/2025	3 days	1 day	Tom Mathwin
G Woodhams	24/3/2025	3 days	1 day	Craig Ivey

Permits Issued 2024 – 2025 Season

Permit Holder	Date Issued	Days permit for	Any Cancellations Due to H fire rate	Issued By
H Thorn	24/3/2025	3 days	1 day	Justin Brown
Jason Thorn	25/3/2025	3 days		Tony Fisher
Justin Brown	25/3/2025	3 days		Tony Fisher
J Elliot	25/3/2025	3 days		Craig Ivey
Ben Blewett	25/3/2025	3 days		Nathan Leitch
P Oldham	26/3/2025	3 days		Tony Fisher
S Williams	26/3/2025	3 days		Tom Mathwin
N Scolari	26/3/2025	3 days		Tom Mathwin
G Dalton	26/3/2025 *	3 days 28 th 29 th 30 th	28 th /29 th /30 th	Griff Chomley
D Simpson	26/3/2026	3 days		Griff Chomley
G Woodhams	26/3/2025	3 days		Craig Ivey
W Carrington-Jones	26/3/2025	3 days		Justin Brown
Ben Blewett	26/3/2025	3 days		Nathan Leitch
T Davis	26/3/2025	3 days		Ross Fryer-Smith
S Jackson	27/3/2025	3 days		Ross Fryer-Smith
J Brown	27/3/2025	3 days		Ross Fryer-Smith
K Stone	27/3/2025	3 days		Nathan Leitch
J Elliot	27/3/2025	3 days		Craig Ivey
D Stretch	28/3/2025	3 days	3 days cancelled	Rob Warburton
J O'Halloran	28/3/2025	3 days	3 days cancelled	T Mathwin
N Scolari	28/3/2025	3 days	3 days cancelled	T Mathwin
Beau Harvey	28/3/2025	3 days	3 days cancelled	Griff chomley
G Dalton	28/3/2025 *	3 days	3 days cancelled	Griff Chomley
D Lee	28/3/2025 *	3 days	29 th 30 th 31 st 2 days cancelled	Tom Mathwin
S Jackson	31/3/2025	3 days		Tony Fisher
G Jones	31/3/2025	3 days		Tony Fisher
S Williams	31/3/2025	3 days		Tony Fisher
Beau Harvey	31/3/2025	3 days		Griff Chomley
Geoff Dalton	31/3/2025	3 days		Griff chomley
W Carrington-Jones	31/3/2025	3 days		Justin Brown
D Stretch	31/3/2025	3 days		Rob Warbrton
G Coleman	31/3/2025	3 days		Paul Norrish
T Mathwin	1/4/2025	3 days		Ben Blewett
D Lee	1/4/2025	3 days		Tom Mathwin
B Brown	1/4/2025	3 days		Tom Mathwin
J Clifton	1/4/2025	3 days		Stuart Tohl
M Campbell	1/4/2025	3 days		G Chomley
K Stone	1/4/2025	3 days		N Leitch
Robinson Bros	1/4/2025	3 days		T Fisher
J Thorn	1/4/2025	3 days		T Fisher
S Goodall	1/4/2025	3 days		T Fisher
J Brown	2/4/2025	3 days		T Fisher
R Webb	2/4/2025	3 days		B Blewett
O Bignell	2/4/2025	3 days		B Blewett

Permits Issued 2024 – 2025 Season

Permit Holder	Date Issued	Days permit for	Any Cancellations Due to H fire rate	Issued By
N Scolari	2/4/2025	3 days		B Blewett
T Zadow	2/4/2025	3 days		G Chomley
Robinson Bro's	3/4/2025	3 days		T Fisher
J Eyres	3/4/2025	3 days		T Fisher
M Mathwin	3/4/2025	3 days		B Blewett
N Leitch	3/4/2025	3 days		B Blewett
O Bignell	3/4/2025	3 days		B Blewett
J Elliot	3/4/2025	3 days		C Ivey
L Thorn	3/4/2025	3 days		J Brown
G Dalton	3/4/2025	3 days		G Chomley
C Ivey	3/4/2025	3 days		T Fisher
W Crook	4/4/2025	3 days		T Mathwin
C Ivey	4/4/2025	3 days		T Fisher
J Heggaton	4/4/2025	3 days		J Brown
J Eyres	7/4/2025	3 days		T Fisher
R Warburton	7/4/2025	3 days		R Fryer-Smith
R Webb	7/4/2025	3 days		B Blewett
N Leitch	7/4/2025	3 days		B Blewett
J Elliot	7/4/2025	3 days		C Ivey
R House	7/4/2025	3 days		B Johnston
N O'Halloran	7/4/2025	3 days		T Mathwin
D Ladyman	7/4/2025	3 days		O Bignell
T Zadow	7/4/2025	3 days		G Chomley
D Zadow	7/4/2025	3 days		C Ivey
A Reid	8/4/2025	3 days		R Fryer-Smith
O Bignell	8/4/2025	3 days		B Blewett
J Heggaton	8/4/2025	3 days		J Brown
A Postifix	8/4/2025	3 days	Spelling may be wrong	J Brown
A Kowald	8/4/2025	3 days		O Bignell
S Williams	8/4/2025	3 days		T Mathwin
C Robinson	8/4/2025	3 days		T Mathwin
C Wright	8/4/2025	3 days		T Mathwin
M Bilney	9/4/2025	3 days		T Fisher
J Eyres	9/4/2025	3 days		T Fisher
S Goodall	9/4/2025	3 days		T Fisher
N Scolari	9/4/2025	3 days		T Mathwin
G Coleman	9/4/2025	3 days		P Norrish
L Thorn	9/4/2025	3 days		J Brown
A Reid	10/4/2025	3 days		R Fryer-Smith
R House	10/4/2023	3 days		B Johnston
L Anderson	10/4/2025	3 days		B Johnston
G Norris	10/4/2025	3 days		T Fisher
N Scolari	10/4/2025	3 days		B Blewett
G Dalton	10/4/2025	3 days		G Chomley

[illegible]

Kojonup Bushfire Association Minutes

Sports Complex

APRIL 7th 2025 at 7.30pm.

Opening of the meeting and recording of attendance.

PRESENT:

Ben Johnston	Boilup Brigade
Bevan Bignell	Boilup Brigade
Craig Ivey	Boscabel Brigade
Jordan Hunter	Boscabel Brigade
Paul Norrish	Changerup Brigade
Murray Magini	Changerup Brigade
Michael Baxter	Changerup Brigade
Owen Bignell	Cherry Tree Pool Brigade
Peter Kowald	Cherry Tree Pool Brigade
Chris Wright	Jingalup Brigade
Simon Kloppe	Jingalup Brigade
Andrew Plowman	Jingalup Brigade
Sally Robinson	Jingalup Brigade - secretary
Matt Bilney	Kojonup Brigade
Tony Fisher	Kojonup Brigade - CBFCO
Gina Unuwai	Kojonup Brigade
Bevan Brown	Kojonup Brigade
Justin Brown	Lumeah Brigade
James Heggaton	Lumeah Brigade
Nick Trethowan	Lumeah Brigade – Senior BFCO
Ross Fryer-Smith	Mobrup Brigade – SBFCO
Digby Stretch	Mobrup Brigade – Kojonup Bush Fire Association President
Rob Warburton	Mobrup Brigade
Roger House	Muradup Brigade - Vice President Kojonup Bush Fire Assoc
Nathan Leitch	Muradup Brigade
Richard Banks	Muradup Brigade
Leonie Banks	Muradup Brigade
Denise Berryman	Muradup Brigade - Association Secretary
Griff Chomley	Orchid Valley Brigade
Tony Davis	Orchid Valley
Colin Ednie-Brown	Orchid Valley
John Binns	Qualeup Brigade

Greg Marsh	Qualeup Brigade
Stuart Tohl	Ryans Brook Brigade
Melissa Shepherd	Ryans Brook Brigade
Grant Thompson	CEO Shire of Kojonup
Roger Bilney	Shire of Kojonup President - Lumeah
Ned Radford	Shire of Kojonup Councillor
Estelle Lottering	Shire of Kojonup - Regulatory Services
Shane Harris	CESM
Dwayne Lottering	Shire of Kojonup

APOLOGIES:

- Melvin Hettner Cherry Tree Pool Brigade
- Mick Mathwin Jingalup Brigade Shire of Kojonup Councillor
- Ben Blewett Muradup Brigade Senior BFCO
- Robert Sexton Qualeup Brigade
- Andrew Marsh Qualeup Brigade
- Anthony Marsh Qualeup Brigade
- Bevan Gibbs Ryan's Brook Brigade

All 12 Brigades had representatives at the meeting.

1. Announcements by the President
The President made the meeting aware of the exit doors and where the muster point was outside.
2. Confirmation of minutes of: Minutes April 2024

Moved: Craig Ivey
Seconded: Melissa Shepherd
Carried: Yes
3. Business arising from the minutes other than listed. None

4. Election of CBFCO, DCBFCO and two (2) senior FCO's to be recommended to the Kojonup Shire Council for appointment to their respective positions.

We would like to thank Nick Trethowan who is retiring from his position. Also Paul Norrish has nominated for a Zulu position.

Moved by – John Binns seconded by Richard Banks : that

- Tony Fisher.....is recommended for the position of Chief Bushfire Control officer in the Shire of Kojonup for the 2025/2026 year
- Ross Fryer-Smith..... is recommended for the position of Deputy Chief Bushfire Control officer in the Shire of Kojonup for the 2025/2026 year.
- Ben Blewett.....and Paul Norrishare recommended for the position of Senior Fire Control Officers in the Shire of Kojonup for the 2025/2026 year.
- That the CBCO and the DCBCO are recommended for appointment as Fire Weather officer and Deputy Fire Weather officer respectively for the 2025/2026 year.
- That 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 2025/2026 year.
- That the CBFCO and the DCFBCO and the two senior BFCO's be authorised to advise the Shire Council on the imposition of harvesting and movement of vehicles bans in the Shire of Kojonup for the 2025/2026 year.

Carried - Yes

5. The Brigades have nominated Brigade Captains as listed below

Moved by Roger House – seconded by Tony Davis that the nominees listed below be appointed to their respective Brigades as Captain subject to each person having successfully completed the FCO's course as conducted by DFES.

Ben JohnstonCaptain/FCO, Boilup Brigade
Craig IveyCaptain/FCO, Boscabel Brigade
Murray Magini.....Captain/FCO, Changerup Brigade
Peter Kowald-----Captain/FCO, Cherry Tree Pool Brigade
Chris WrightCaptain/FCO, Jingalup Brigade
Matt BilneyCaptain/FCO, Kojonup Brigade
Lochie ThornCaptain/FCO, Lumeah Brigade
Digby StretchCaptain/FCO, Mobrup Brigade
Kent StoneCaptain/FCO, Muradup Brigade
Griff Chomley.....Captain/FCO, Orchid Valley Brigade
Shannon Binns -----Captain/FCO, Qualeup Brigade
Stuart Tohl.....Captain/FCO, Ryans Brook Brigade
Bevan BrownFCO, Kojonup Town

Carried - Yes

6 CBFCO Report: to be read out at meeting

The first three fires that brigades had to attend were early in the season and these were timber heaps that had not been dealt with correctly. They had been lit in the winter months and then left without being pushed out. We have this happen way to regularly season after season. People need to make a note or pin drop these heaps to their reminder calendars so as to make sure they are out. Most of the heaps that cause issues have not been pushed out and are full of dirt.

The biggest fire we had this fire season came from a heap, other fires such as Header fires and Pole top fires can be excused to a point. We need landowners and property managers to make sure the land is clear of materials that could start fires before putting machinery onto the land.

We have had a total of 18 fires for the season with one fire being around 200 hectares.

The shire now has a very big proportion of it into crop so at the start of our seasons we are in maximum risk of fires turning into big fires.

With all the fires in our shire and neighbouring shires they were extremely well attended by fire fighters, fire units big and small and well assisted by fast fills which are vital to keep water up to units. FCO's have done a very good job getting info back to the Zulu on duty and getting fire fighters where they need them to be. Mop ups are something that is very important and we must do them and do them well or fires will come back to bite us.

Our sheds started when or very close to when the first harvester started in the shire in November. We had very good attendances once harvest was in full swing. We had 7 day sheds which we dropped back in accordance with climate and fire risk. In recent weeks only FCO's 3 times in week for fire permits. All FCO's and radio operators have done a great job and need to be congratulated on their jobs.

All fires start small and without good systems in place and dedicated responders and a good reliable bush fire radio tower they

can turn into big fires very quickly. The new bush fire tower is working very well with good distance to ute sets and handhelds which is very pleasing with no obvious spots of no reception. In the shire this season we have had 17 harvest and vehicle movement bans and 1 harvest ban. The first HVMB was on the 30th November 2024 and the last one was on the 9th of February 2025. We had extremely hot and high winds with lots of fuel loadings. This season HVMB have not been done lightly. They were done so as to prevent fires starting with bad weather on days of bans and following days with high temps and high winds. When we put bans on in the shire there will be no exemptions for any activities in paddocks unlike in other shires.

We are volunteers and I think we as a shire backed Association are doing very well in keeping our community safe by preventing fires and then outing them out. We need to make sure all of us are doing our bit when it comes to protective burning, whether you sheep graze, spray or burn that you do it so fire will not carry over it. We want to make sure people that your families are safe and also if a fire does start we have a safe place for fire fighters to go to. We can also then rule out fires coming out around sheds and houses from activities that may start fires.

On the 24th January 25 we had an extreme fire danger rating in areas. A fire in the Arthur River shire, Woodanilling and Wagin area got going and burnt out a huge area of land about 11000 hectares of which some of our northern parts of the shire attended. It was related back to myself that some of the houses and sheds had nothing done around them. I have mentioned to the chiefs in those areas that is not safe to send fire fighters into those areas, this is why we must keep pushing to do good jobs around buildings so if that day comes we can remain safe.

Permits for restricted burning were able to start when climatic conditions allowed us to do so which was in the early part of March. Our first permit was issued on the 17th March. With very good follow up rains in the last few days we are pursuing getting the season into

the Non restricted burning time. I am hoping within a couple of days this will be ticked off by the Shire and DFES.

I would like to thank Simon Klopper and his team for their availability at fires, not only his machinery but also his fire fighting truck.

Thank you to Grant and the shire staff for assisting us and a big thank you to Shane for his help as our CESM.

To the 2.4 trucks and their crews a huge thanks for always being available and diligent.

Thanks to our President Digby for his work over the last year.

On behalf of all the Zulus I would like to thank Denise for all she does to make it easier for us by working hard to ensure all fires are reported and for keeping on top of permits that have been listed.

Thank you Denise

I would like to thank Zulu 3 – Nick Trethowan for doing his job as a Zulu and working and being part of the Volunteer Bushfire Association of which he did extremely well. As he is standing down we wish him all the very best and a big thanks Nick.

To Ross and Nick and Ben I would like to thank them very much for their work in their positions and a very big thanks for all the support they have given this year. It is very much appreciated to be part of a fantastic team.

Lastly I would like to thank all the FCO's, radio operators, fire fighters and volunteers for what makes an outstanding organisation that we are all part of.

If things are not broken don't try and fix them

Thank you
Tony Fisher
CBFCO

Moved: Paul Norrish

Seconded: Craig Ivey

Carried: Yes

7 Brigade office bearers

The Brigade office bearers and radio operators for the 2025/2026 year have been elected from their respective Brigades and will be listed in the Shire Emergency Directory

The Association Secretary will forward to Bush Fire Advisory Committee

8 Presidents Report. to be read out at meeting

President's Report

April 7th, 2025

Kojonup Bushfire Association

We were very pleased to begin the 2025 season operating with the new radio tower. It is working well; reception is improved, and we thank the Kojonup Shire for their efforts in getting the tower commissioned. This has been a very long process that started while Steve Gash was Shire CEO.

With the WhatsApp phone groups supporting the radio network, our response time to fires is excellent.

I'd like to commend Ross Fryer-Smith and Tony Davis (Bowzer) for their efforts in building new fast fill trailers for the Mobrup and Orchid Valley brigades. They've raised the bar to a new level, as have the brigades by kicking in to cover the cost without waiting for a grant. Work is progressing on developing a format for induction of bushfire volunteers to compliment the training that they must do. The new legislation requires volunteers to be inducted as well as trained. I'm pleased to report that online training for the Bushfire Awareness course is available and has been used successfully.

It is likely that a DPIRD weather station will be installed at Prasser-Jones' property this year, which is close to the centre of the shire. With the other local DPIRD stations, I believe that may give us enough weather data coverage for our Vehicle and Movement Ban decisions. Importantly, these stations give us the ability to access historical data if ever required. I believe that the time has come to embrace the technology available. Decision making will become clearer, quicker and more accountable with less impost on the valuable time of brigade FCO's.

I'd like us to develop a set of Standard Operating Procedures for the Zulu's. There are no formal instructions or guide for them to go by, which is not ideal particularly for people new to, or considering the position. It is also important that the roles and responsibilities are clearly defined to guide and protect the Zulu's during and after major incidents.

During the leadup to this meeting, I've realized that our constitution could do with some amendments since we endorsed it in 2014. We should review it as soon as possible.

Thanks to all the Zulu's and brigades for another season done well, thanks to the shire for their support, and to Denise Berryman for her tireless work during the year. Best wishes and special thanks to Nick Trethowan, who retires this year.

I've been doing this for a long time. Seeing the new radio tower commissioned was my original aim in this job, along with taking the increasing bureaucratic and political load off the Zulu's. This isn't a great sales pitch, but I'm ready to pass the baton to anyone keen to take over.

Digby Stretch

Moved: Roger House
Seconded: Griff Chomley
Carried: Yes

- 9 **Correspondence In –**
 Qualeup: letter – see attached
 Emails from Shire and CESM to send out to brigades

Correspondence Out –
 Emails forwarded to Secretaries of each brigade

Correspondence In and Out to be accepted:

Moved: Bevan Bignell
Seconded: Stuart Tohl
Carried: Yes

10 General Business

Shane Harris – Spontaneous volunteers – to explain about this new topic.
The shire does not support this type of volunteer the reason being insurance.
They may say they have training but if anything happens and they are found
not to have had training they would not be covered.

- FCO Course (Preferred month)
- Volunteer Induction and SOPs
These have to be done for safety reasons – insurance. Understand
vehicles – pumps – skill sets.
- Reporting Incidents
These are critical whether the fire be big or small – good for statistics.
Insurance companies may ask for them if looking for recompense if a fire
gets into a neighbour's property.
- Issuing of fire permits
Make sure they are written out correctly with all the details. Property,
address and dates and what is being burnt. Number of people required-
number of vehicles required
- Membership
Need to update – add in new members – take off people who have left.
Cost about \$130 per member to insure.
- Rural Awareness course can be done on-line. Seasonal workers training –
they are not registered volunteers so they need to print their certificate

once they finish the on line course and show their employer and also the shire. Once completed their participation does not show in computer.

- **Weather stations**

Shane has put in for some in the funding – people have asked about them

Boilup Brigade: Weather stations – install more. Ben Johnstone has priced. There is a start-up cost and a disconnect fee if you are not happy and want it taken away. Company called Insight – about \$230 per month – they own the hardware and maintain. App on phone.

- Others mentioned ; Montos – temp, wind and humidity \$1500 – no subs – unlimited
- In Cranbrook Rob mentioned 4 systems - \$2200 each and \$20 a month. They operate on Telstra system app to load to what you want. DAFWA. Any weather station can be looked at by all if given the weather number.

Roger- we need to have weather stations used and not FCO's taking too much time on radio.

Stuart – short range forecast very good

Ross – we still need to have FCO's to help making decisions – use Kestrels. They give average wind speed.

Pole top fires:

Chris asked if DFES can do anything about this. Shane said to record if you put one out yourself and send in the report – Western Power don't acknowledge many fires.

Nick said he wrote a letter to the minister about this subject. He received a reply after 6 weeks and it was not a good response from the minister. He had also cc'd a copy to Peter Rundle and Peter rang the very next day and he is working hard to get Western Power to acknowledge this problem. Western Power have categories for their Poles - High or low. In town ones high - get priority.

Digby asked could WALGA look into it. The subject regularly covered at ROAC meeting. Observations from the room suggested that 95% could be caused by dust. Fire in the cross arms and bolt heats up and then top half of poles go up. The new insulators are coated in silicone. This attracts dust.

Drop down fuses – keep area underneath clear. Horizon Power uses steel poles in the Esperance region, which work much better.

Bans:

Murray – if a ban needs to go on put it on.

Craig – common sense if day going to be bad shut down yourself.

Paul – 10 % we have to worry about

Nick – Mobrup could be cool but cherry Tree Pool very hot. Call around the FCO's to get what each area is. North dangerous – south okay

Aerial Inspection

Greg Marsh asked why the aerial inspection was not carried out in December 2024. This was due to Budget reasons. The shire CEO said also the operator of the aviation service had changed and costs went up. Cash was not available in the budget for the new price.

Tony said that it will be on next year. You need to consider the safety of your family - somewhere safe to be so fire doesn't come to.

Craig said that at the Arthur River fire around the houses was worse than in the paddock.

Digby suggested going a month earlier with inspection – December too late.

Roger said that firebreaks around houses sheds are easier to see from the plane than grazing or mowing.

Grant – shire CEO agreed the 10% need to be looked at and were targeted this year instead of aerial inspection.

Arthur River fire - Stuart said on Day 3 at Arthur river fire it was down to luck that it didn't get away after this. Western Power lines cross arms – spacing not good ½ metre. Candle stick shape – not enough separation.

Fires – it was suggested that the dozer driver needs a spotter – too hard to operate on own and look up – especially at night. A loader plays a part – excellent for access points not to be used for trees higher than the machine.

Mobile phone coverage- coverage patchy in some areas. Whats app not always being able to get. Paul Norrish mentioned that another shire had purchased boosters for FCO vehicles.

Nick mentioned that since 3G turned off phone reception is bad. He has gone with Starlink Roam – works well for him. Grant – CEO said they could look into different communications

Fire units water capacity- it was mentioned that 600 litres in tank in unit in the paddock is not enough – it should be more. A lot of paddocks now 400 hectare – need more units than one and someone who can operate those units.

Greg suggested that on acreage basis – fire units how many then they need trucks.

Burns- start earlier – burn heaps earlier.

Nick said thank you for allowing to be a Zulu for the past few years. His new business is taking up time so he is stepping down.

11 Election of President. (Conducted by the CBFCO)

Tony called for nominations

1 Moved by: – Stuart Tohl seconded by Melissa Shepherd that John Binns be nominated.

2 Moved by Greg Marsh seconded by Craig Ivey that Digby Stretch be nominated.

Digby declined the nomination

John Binns accepted the nomination and was elected President for the 2025/2026 year.

12 Election of Deputy President.

Roger House was the Deputy but declined to stand this year.

Moved by Tony Fisher – seconded by Chris Wright that James Heggaton be elected Deputy President for the 2025/2026 year.

James accepted the nomination.

13 Election of Secretary.

Moved: by Melissa Shepherd seconded by Bevan Bignell nominating Denise Berryman be elected Secretary for the 2025/2026 year.

There were no other nominations and Denise Berryman was elected for the 2025/2026 season

Roger Bilney thanked the Zulus and Digby for their time and work they put into their positions. He looks forward to working with John and James

Meeting closed at: 9.05

Attachments: Letter – Qualeup brigade – emailed

- Zulu Nomination forms

Next meeting April 2026

Qualeup Bush Fire Brigade
613 Qualeup North Road
Kojonup
W.A 6395.
29-3-25.

Kojonup Bush Fire Association.

At our recent meeting of the Qualeup Bush Fire Brigade there was a common satisfaction with the operation of fire prevention and control in the Shire of Kojonup.

We would like to thank the 4 Zulus for their dedication to their roles, without which we would not have such an exceptional response to fires.

We appreciate their decisions are based on what's believed to be best for the community as well as those that are called upon to control any fires.

Thankyou for all you do.

John Binns
Secretary/Treasurer.





SHIRE OF KOJONUP

NOMINATION FORM

VOLUNTEER BUSHFIRE BRIGADE OFFICE BEARERS – 2025 / 2026

I, Tony Fisher wish to hereby nominate

to The Shire of Kojonup to act in the capacity of the following position:

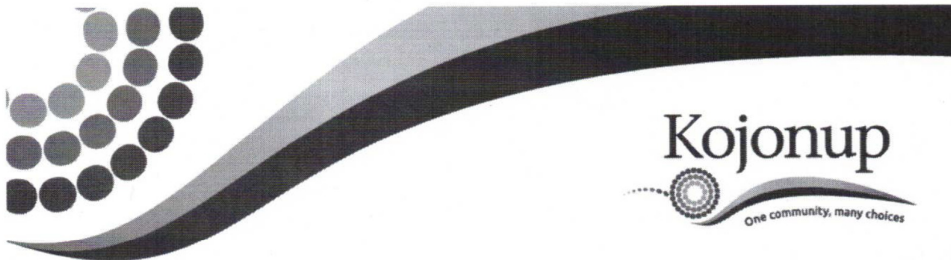
<input checked="checked" type="checkbox"/>	Chief Bush Fire Control Officer
<input type="checkbox"/>	Deputy Bush Fire Control Officer
<input type="checkbox"/>	Senior Bush Fire Control Officer

In the Shire of Kojonup.


Signed

18/11/2025
Date

Return Forms to: Shire of Kojonup: council@kojonup.wa.gov.au
: Hand delivered: 93-95 Albany Highway, Kojonup



SHIRE OF KOJONUP

NOMINATION FORM

VOLUNTEER BUSHFIRE BRIGADE OFFICE BEARERS – 2025 / 2026

I, ROSS FRYER-SMITH wish to hereby nominate

to The Shire of Kojonup to act in the capacity of the following position:

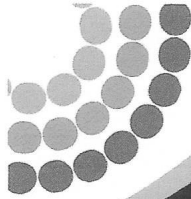
<input type="checkbox"/>	Chief Bush Fire Control Officer
<input checked="" type="checkbox"/>	Deputy Bush Fire Control Officer
<input type="checkbox"/>	Senior Bush Fire Control Officer

In the Shire of Kojonup.


Signed

20-MAR-2025
Date

Return Forms to: Shire of Kojonup: council@kojonup.wa.gov.au
: Hand delivered: 93-95 Albany Highway, Kojonup



SHIRE OF KOJONUP

NOMINATION FORM

VOLUNTEER BUSHFIRE BRIGADE OFFICE BEARERS – 2025 / 2026

I, BEN BLEWETT wish to hereby

nominate to The Shire of Kojonup to act in the capacity of the following position:

<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

Chief Bush Fire Control Officer
Deputy Bush Fire Control Officer
Senior Bush Fire Control Officer

In the Shire of Kojonup.

Bm Blunt
Signed

18-3-25
Date

Return Forms to: Shire of Kojonup: council@kojonup.wa.gov.au
: Hand delivered: 93-95 Albany Highway, Kojonup



SHIRE OF KOJONUP

NOMINATION FORM


VOLUNTEER BUSHFIRE BRIGADE OFFICE BEARERS – 2025 / 2026

I, PAUL NORRISH wish to hereby nominate

to The Shire of Kojonup to act in the capacity of the following position:

<input type="checkbox"/>	Chief Bush Fire Control Officer
<input type="checkbox"/>	Deputy Bush Fire Control Officer
<input checked="" type="checkbox"/>	Senior Bush Fire Control Officer

In the Shire of Kojonup.


Signed

23/4/25
Date

Return Forms to: Shire of Kojonup: council@kojonup.wa.gov.au
: Hand delivered: 93-95 Albany Highway, Kojonup