

SHIRE OF KOJONUP

Kojonup



MINUTES

Kojonup Bush Fire Advisory Committee

6 November 2024

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 x4;
- 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)

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- 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 6 NOVEMBER 2024

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MINUTES

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Presiding Member declared the meeting open at 07:01 pm and alerted the meeting of the procedures for emergencies including evacuation, designated exits and muster points.

2. ATTENDANCE & APOLOGIES

MEMBERS

Digby Stretch	President Kojonup Bush Fire Association
Denise Berryman	Secretary of the Kojonup Bush Fire Association
Matthew Crabb	Kojonup Volunteer Fire and Rescue Service
Tony Fisher	Chief Bush Fire Control Officer
Ross Fryer – Smith	Senior Bush Fire Control Officer
Nick Trethowan	Senior Bush Fire Control Officer
Roger Bilney	Councillor / Chairperson
Ned Radford	Councillor
Mick Mathwin	Councillor
Paul Webb	Councillor

OBSERVERS

Grant Thompson	Chief Executive Officer
Derek Jones	DFES District Officer
Shane Harris	Community Emergency Services Manager (Minute taker)
Estelle Lottering	Project Manager and Community Services
Du-wayne Lottering	Property Services Manager and NRM

APOLOGIES

Ben Blewett	Senior Bush Fire Control Officer
Darry Watkins	Manger Works and Services

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 8 May 2024 were previously circulated under separate cover.

COMMITTEE DECISION

That the minutes of the Bushfire Advisory Committee Meeting held 8 May 2024 be confirmed as a true record.

Moved by Matthew Crabb and second by Digby Stretch.

Carried 10/0

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

Nil

8. **PETITIONS, DEPUTATIONS & PRESENTATIONS**

Nil

9. **DECLARATIONS OF INTEREST**

Nil

10. STATUS REPORTS

2024/2025 Fire Season Update

As of June 2024, the following fires have been reported to the Shire:

Fires by Brigade 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	0	0	0	0	0	0	0
Cherry Tree Pool		0	0	0	0	0	0	0	0	0	0	0	0	0
Jingalup		0	0	0	1	0	0	0	0	0	0	0	0	1
Kojonup		0	0	0	1	0	0	0	0	0	0	0	0	1
Lumeah		0	0	0	0	0	0	0	0	0	0	0	0	0
Mobrup		0	0	1	0	0	0	0	0	0	0	0	0	1
Muradup		0	0	0	1	0	0	0	0	0	0	0	0	1
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	0	0	0	0	0	0	0	0	4

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

Fires by Brigades for 2023 - 2024														
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	1	2	2	0	0	0	0	0	5
Changerup		0	0	0	0	1	0	0	0	0	0	0	0	1
Cherry Tree Pool		0	0	0	1	0	1	3	1	0	0	0	0	6
Jingalup		0	0	0	0	0	1	0	0	0	0	0	0	1
Kojonup		0	0	0	1	3	2	6	2	0	3	1	0	18
Lumeah		0	0	0	1	3	0	1	1	0	0	0	0	6
Mobrup		0	0	0	0	1	0	3	0	0	1	0	0	5
Muradup		0	1	0	0	0	0	0	0	0	0	0	0	1
Orchid Valley		0	0	0	0	0	1	3	1	0	0	0	0	5
Qualeup		0	0	0	0	0	0	0	0	1	0	0	0	0
Ryans Brook		0	0	0	0	1	0	0	0	0	0	0	1	2
Total		0	1	0	3	10	7	18	5	1	4	1	1	50

Fires for Brigades 2022 - 2023														
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	1	0	0	0	0	1
Changerup		0	0	0	0	2	1	0	0	0	0	0	0	3
Cherry Tree Pool		0	0	0	0	0	0	0	1	0	0	0	1	2
Jingalup		0	0	0	0	0	2	1	2	0	2	0	0	7
Kojonup		0	0	0	0	0	2	0	0	0	0	0	0	2
Lumeah		0	0	0	0	0	0	0	2	0	0	0	0	2
Mobrup		0	0	0	0	0	0	0	1	1	0	0	0	2
Muradup		0	0	0	0	0	1	1	0	0	2	0	0	4
Orchid Valley		0	0	0	0	0	0	0	0	0	0	0	0	0
Qualeup		0	0	0	0	0	0	0	1	1	0	0	0	2
Ryans Brook		0	0	0	0	0	0	0	0	0	0	0	0	0
Total		0	0	0	0	2	6	2	8	2	4	0	1	25

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Fires for Fire Brigades 2021 - 2022													
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	2	1	0	0	0	3
Changerup	0	0	0	0	0	1	0	0	0	2	1	0	4
Cherry Tree Pool	0	0	0	0	0	0	0	0	0	1	0	0	1
Jingalup	0	0	0	0	0	1	2	2	1	3	0	1	10
Kojonup	0	0	0	0	0	0	1	0	1	0	1	0	3
Lumeah	0	0	0	0	0	0	0	0	0	0	0	0	0
Mobrup	0	0	0	0	0	0	0	0	0	0	1	0	1
Muradup	0	0	0	0	0	0	2	0	1	2	0	0	5
Orchid Valley	0	0	0	0	0	0	0	0	0	2	0	0	2
Qualeup	0	0	0	0	0	0	0	0	0	1	0	0	1
Ryans Brook	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	2	5	4	4	11	3	1	30

Fires for 2020 - 2021 by Brigades													
Brigade	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup													
Boscabel													
Changerup								1		2			3
Cherry Tree Pool					1			1			1		3
Jingalup							1	4					5
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					3		4	16	2	3	2		30

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.

11 GENERAL ITEMS

11.1 CESM – Shane Harris

- Discuss Shire of Kojonup Volunteer BFB's Induction

COMMITTEE DECISION

The Committee recommends to Council to adopt the Induction document as amended and presented at this meeting.

Moved: Digby Stretch, Second: Nick Trethowan

Carried 10/0

- Discuss the Shire of Kojonup Farmer Response SOP and make amendments according to Bush Fire Advisory Committee advice.

COMMITTEE DECISION

The Committee recommends to Council to adopt the Shire of Kojonup Farmer Response SOP as amended and presented at this meeting.

Moved: Digby Stretch, Second: Tony Fisher

Carried 10/0

- Vertex handheld radio's need replacing in certain brigades.
- Wagyl Kaip – employed a new staff member that will work closely with Shire on fire mitigation.

11.2 DFES – Derek Jones

- Notes attached

11.3 Shire of Kojonup – Executive Officer - Grant Thompson

- Focussing on the Bushfire mitigation around town to keep the town safe for the coming fire season.
- Thanks to Paul Webb for assisting especially with his fire truck.

11.4 Kojonup Volunteer Bushfire Brigade – Chief – Tony Fisher

- Up to date there has been 3-4 bush fires in the Shire, the one in Myrtle Benn had four starting points that is unknown how they started.
- Fire breaks prepared and done in Myrtle Benn, now there is tracks to utilise for fire trucks when needed. A big thanks to everyone involved.
- All fire sketches will be starting in the next week but three times a week.
- There was a radio operator meeting on Monday evening the 4th of November 2024.
- Brigades are ready for the start of fire season, there is quite a lot of bulk material on the ground.
- A conversation needs to take place regarding the road verges within the Shire.
- Reminder to all brigades was sent out to get their fire fighting units ready for the season.
- Question from Ned Radford: How the radio receival on the new Bush fire tower is taking place?

It's looking quite good, farmers has been using their hand held radios and no complaints.

11.5 Kojonup Volunteer Bush Fire Brigade – Digby Stretch

- Radio Operator meeting took place – a few queries arose from the meeting.
- Request for the Shire's water tanker to be available when needed. (Du-wayne confirmed that the Shire is preparing the water truck to assist).
- Western power has not cleared around standalone power units, there is no fire break regulations around these and should be looked at. Broomehill Tambellup shire has added a 5 – 10m fire break requirement. Solar Panels should also be added to fire bans.
- Recommendations to create a policy around these units that's going on the farms, it needs to give advice to the landholder. Maybe from a bushfire notice or town planning point of view.

COMMITTEE RECOMMENDATION

Committee recommends to Council to investigate to implement bushfire change to include requirements for standalone power systems.

Moved: Matthew Crabb, second: Ned Radford

Carried 10/0

11.6 Kojonup Volunteer Fire and Rescue Service – Matthew Crabb

- Fire Seasonal Signs are up around town and changed accordingly
- Should investigate a better advertising mechanism to inform / advise town members about dates for slashing and fire breaks.
- Kojonup Katanning Road Standpipe locks needs to be changed, and keys issued
- Muradup Standpipe is slow, need to review the filling capacity.

12 OTHER ITEMS

- Recommendations to BFAC – Jingalup Brigade – November 2024
- These recommendations will be addressed at the next BFAC meeting
- Request to investigate into DPIRD weather stations
- Request from secretary to please make sure all incidents are reported over the radio and not just on Whatsapp.

13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

14 LATE ITEMS

Nil


15 NEXT MEETING

5 February 2025

16 CLOSURE

There being no further business to discuss the Presiding Member thanked the members for their attendance and declared the meeting closed at 10:08 pm.

Confirmed as true and correct:


Chairperson

25.3.25
Date