

SHIRE OF KOJONUP

Kojonup



Kojonup Bush Fire Advisory Committee

AGENDA
RECEPTION ROOM

7:00pm Tuesday, 9th of August 2022

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)

AGENDA FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING
HELD 9 FEBRUARY 2022

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

2. **ATTENDANCE & APOLOGIES**

MEMBERS

Ned Radford	Councillor (Presiding member)
Digby Stretch	President Kojonup Bush Fire Association
Denise Berryman	Secretary of the Kojonup Bush Fire Association
Roger House	Deputy Bush Fire Control Officer
Nick Trethowan	Senior Bush Fire Control Officer
Matthew Crabb	Kojonup Volunteer Fire and Rescue Service
Ross Fryer-Smith	Senior Bush Fire Control Officer
Tony Fisher	Chief Bush Fire Control Officer

OBSERVERS

Bob Francis	Kojonup Bushfire Brigade Member
Grant Thompson	Chief Executive Officer
Robert Jehu	Manager Regulatory Services
Kevin Bransby	Community Emergency Services Manager
Estelle Lottering	Regulatory Services Administrator (Minute taker)
Derek Jones	District Officer – Rural - DFES
Adam Smit	District Emergency Management Advisor -DFES
Stephanie Swain	Ranger

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 14th October 2021 were previously circulated under separate cover.

COMMITTEE DECISION

That the minutes of the Bushfire Advisory Committee Meeting held 11th of May 2022 be confirmed as a true record.

**Moved by
Second by**

7. **ANNOUNCEMENTS**

8. **PETITIONS, DEPUTATIONS & PRESENTATIONS**

9. **DECLARATIONS OF INTEREST**

10. **STATUS REPORTS**

10.1 2021/2022 Fire Season Update

As of 30 June 2022, there have been the following fires reported within the Shire:

Shire of Kojonup – Bushfire Advisory Committee Meeting – 9 August 2022

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

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

Fires for 2019-2020 by Brigades													
Brigade	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup													0
Boscabel						3	1						4
Changerup							1						1
Cherry Tree Pool							1						1
Jingalup								1		2			3
Kojonup										2			2
Lumeah							1	1	1	3			6
Mobrup									1		1		2
Muradup					1		1		1				3
Orchid Valley											1		1
Qualeup										1			1
Ryans Brook							1						1
Total	0	0	0	0	1	3	6	1	4	4	6	0	25

Fires for 2018 - 2019 by Brigades													
Brigade	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup													0
Boscabel													0
Changerup					1	1			2				4
Cherry Tree Pool						1	1		1				3
Jingalup						1	4		3		1		9
Kojonup						1	2		1	1	3	1	9
Lumeah						3	1		1	1	2		8
Mobrup							1				1		2
Muradup									2				2
Orchid Valley									1				1
Qualeup						1					2	1	4
Ryans Brook							1						1
Total	0	0	0	0	1	8	10	0	11	2	9	2	43

Fires for 2017 - 2018 by brigade													
Brigade	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup										1			1
Boscabel													0
Changerup											1		1
Cherry Tree Pool										1			1
Jingalup						1				1	1		3
Kojonup					6	1				4	2		13
Lumeah					1				2	1	3		7
Mobrup											1		1
Muradup						1							1
Orchid Valley						1							1
Qualeup											1		1
Ryans Brook						1							1
Total	0	0	0	0	8	4	0	0	3	7	9	0	31

Fires for 2016 - 2017 by brigades													
Brigade	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	Total
Boilup											1		1
Boscabel													0
Changerup						1							1
Cherry Tree Pool					1	1							2
Jingalup								1			2		3
Kojonup							1						1
Lumeah													0
Mobrup													0
Muradup										2	1		3
Orchid Valley									1				1
Qualeup													0
Ryans Brook								1			1		2
Total	0	0	0	0	1	2	1	2	1	2	5	0	14

11 GENERAL ITEMS

- Dual FCO Appointment – Shire of West Arthur – Kevin Bransby
- Permit to set Fire to the Bush – AFDRS – Kevin Bransby
- Mitigation works, Emergency WA website, New AFDRS Commencing, continue to report fires via 000 – Derek Jones

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13 LATE ITEMS

14 NEXT MEETING

Will be on the 8th of November 2022 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.



Our Reference.....
Your Reference
Enquiries to

Burrowes Street,
DARKAN, W.A. 6392
Telephone: (08) 9736 2222
Facsimile: (08) 9736 2212
email: shire@westarthur.wa.gov.au

05 July 2022

Grant Thompson
Chief Executive Officer
Shire of Kojonup
PO Box 163
KOJONUP WA 6395

Dear Grant

RE: APPOINTMENT DUAL FIRE CONTROL OFFICER 2022/23

The Shire of West Arthur is requesting approval to appoint a dual Fire Control Officer with the Shire of Kojonup for the 2022/23 fire season.

<u>Brigade</u>	<u>Officer</u>	<u>Phone</u>	<u>Call Sign</u>
Arthur River	Neil Morrell	0429 629066	KYLIE 1 (+BASE)

If you require further information, please do not hesitate to contact Nicki Morrell on 9736 2222.

Yours faithfully

Vin Fordham Lamont
CHIEF EXECUTIVE OFFICER



**Department of Fire &
Emergency Services**

PERMIT TO SET FIRE TO THE BUSH

FORM 3

These forms are printed in Triplicate. The original should be issued to the owner or occupier of the land on which the fire shall be lit.

VALIDITY OF PERMITS

A permit to burn issued under Section 18 of the Bush Fires Act, is valid only for the dates specified on the permit. The Permit can specify a period between two dates during which the permit would be valid, e.g. for burning between the 10th and 15th March, inclusive.

It is important that permits should be issued on specified dates. More than one day can be included on a single permit which can, if the control officer considers it reasonable, also cover a specified period, such as a week. Lengthy periods of validity for a permit, however, are undesirable because of the problems which can be caused to neighbours.

It is important that control officers issuing permits should take care that permits are not given an indefinite period of validity.



WESTERN AUSTRALIA
BUSH FIRES ACT – 1954
Regulation 15

PERMIT 00000

PERMIT TO SET FIRE TO THE BUSH

Subject to the provisions of the *Bush Fires Act 1954*, and the regulations made thereunder and to the due observance and performance of the conditions endorsed on this permit including the provisions of section 18 of the said Act permission is hereby granted to

Mr

of

to set fire to the bush locations

on the 20.....

Dated the day of 20.....

Signed

Bush Fire Control Officer.

Note - This permit is not valid during a declared prohibited burning time and is issued subject to the provisions of section 46 of the Bush Fires Act and may be revoked or suspended by a bush fire control officer if, in his opinion, the fire, if lit, would become a source of danger.

A bush fire control officer is not compelled to inspect an area to be burnt before issuing a permit to burn. The onus lies on the person not only to comply with the provisions of the Bush Fire Act, but also to ensure there is no danger of the fire escaping. The issue of this permit in no way affects that responsibility.

Plan and any special conditions to be observed:-

Action Required by permit holder prior to lighting (In addition to reverse) -	Permit issuer to tick if applicable ✓
Fire not to be lit on Sunday or Public Holiday	
LG office to be notified 24hrs before burning starts PH:.....	
Notify DFES office PH:.....	
Notify DFES Communications Centre PH: 08 9395 9210	
Grass & Stubble for crop preparation only. No timber is to be burnt	
In attendance throughout burn until completely extinguished:	
Hose (running water)	
Knapsacks (Indicate No.)	
Fire Appliance – (specify 600 litre slip-on, 2.4 or other)	
Grader or Tractor & Plough	
Personnel (Indicate No.)	
A firebreak of metres completely surrounding area to be burnt	
Wind strength less than (indicate in Km/h):	
Wind Direction:	
Not to be lit before hours or after hours	
Other Conditions:	

NOTE:
THIS PERMIT IS NOT VALID ON DAYS OF FORECAST ~~VERY HIGH, SEVERE,~~ EXTREME OR CATASTROPHIC FIRE DANGER SEE OVER

White - Permit Holder Yellow - Shire Copy Green - Stays in Book

SUMMARY OF APPLICABLE PROVISIONS OF SECTION 18 OF THE BUSH FIRES ACT 1954 AND REGULATION 15B

- (6) Subject to this Act a person shall not set fire to the bush on land within a zone of the State during the restricted burning times for that zone of the state unless –
 - (a) he has obtained a permit in writing to burn the bush from a bush fire control officer of the local government in whose district the land upon which the bush proposed to be burnt is situated, or from the chief executive officer of the local government if a bush fire control officer is not available; and
 - (b) the conditions prescribed for the purpose of this section are complied with in relation to the burning of the bush.
- (7) The person issuing a permit to burn under this section may, by endorsement on the permit –
 - (a) incorporate therein any additional requirement and directions considered necessary by him relative to the burning; or
 - (b) modify or dispense with any of the conditions prescribed for the purpose of this section in so far as those conditions are applicable to the burning.
- (8) The holder of the permit to burn under this section –
 - (a) shall observe and carry out any requirement or direction incorporated therein pursuant to subsection (7) (a);
 - (b) shall, where any prescribed condition is modified pursuant to subsection (5) or subsection (7) (b), comply with that condition as a modified
 - (c) need not comply with any prescribed conditions that is suspended or dispensed with pursuant to subsection (5) or (7) (b)
- (9) A permit issued under this section may authorise the owner or occupier of land to burn the bush on a road reserve adjoining that land.
- (10)
 - (a) Subject to the regulations a local government may by resolution declare that within its district bush may be burnt only on such dates and by such persons as are prescribed by a schedule of burning times adopted by the local government.
 - (b) A person desiring to set fire to bush within the district of the local government that has made a declaration under subsection (10A) shall, by such date as may be determined by the local government, apply to the local government for permission to set fire to the bush, and the local government shall allocate a day or days on which the burning may take place.
 - (c) Any burning permitted under subsection (10B) shall be done only on the day or days and in the manner specified by the local government and subject to the conditions prescribed for the purposes of this section except that any prescribed period of notice may be varied by the local government in order to enable the schedule of burning times adopted by it to be given effect to.
- (11) Where a person starts a fire on land, if the fire escapes from the land or if the fire is in opinion of the bush fire control officer or an officer of a bush fire brigade out of control on the land, the person shall be liable to pay to the local government on the request of and for the recoup to its bush fire brigade, any expenses up to a maximum amount of \$10,000 incurred by it in preventing the extension of or extinguishing the fire, and such expenses may be recovered in any court of competent jurisdiction.
- (12) A person who commits a breach of this section other than subsection (11) is guilty of an offence.
Penalty: For a first offence \$4,500.
For any subsequent offence \$10,000.

15B Obligations of permit holder

- (1) Subject to the Act a person who has obtained a permit to burn the bush under section 18 of the Act (in this regulation called “the permit holder”) shall comply with the conditions set out in this regulation in relation to the burning of the bush.
- (2) The permit holder shall give notice of his intention to burn the bush upon land, or upon a part of land, to –
 - (a) the chief executive officer or a bush fire control officer of the local government in whose district that land is situated;
 - (b) the owner or occupier of all land adjoining that land;
 - (c) a forest officer if the bush is situated within three kilometres of forest land; and
 - (d) an officer of employee of each notifiable authority (if any), being an officer or employee who is apparently authorised to accept that notice.
- (3) The period of notice required under subregulation (2) of this regulation shall not be –
 - (a) more than twenty-eight days; or
 - (b) less than four days unless the notice is given verbally in which case the minimum period of notice may be determined by mutual agreement.
- (4) Notice required to be given to an owner, occupier or other person under subregulation (2) of this regulation may be given by any of the following methods –
 - (a) by verbal communication or in writing as will ensure (except in the case mentioned in paragraph (c) of this subregulation) that every owner, occupier or other person is made aware of the intention to burn and the date and time thereof; or
 - (b) by delivering it at the premises on which the person to whom notice is to be given lives or carries on business or by leaving it with a person who is apparently over the age of sixteen years who resides or is employed on the premises; or
 - (c) in the case of an owner or occupier of adjoining land who is not at the time residing on the adjoining land by posting, not less than eight days prior to the first day on which it is intended to burn the bush, the notice by prepaid letter addressed to the last known place of abode or business of the owner or occupier.
- (5) A notice given under subregulation (2) of this regulation shall contain full particulars of the locality where the bush proposed to be burnt is situated.
- (6) Before setting fire to the bush the permit holder shall arrange for and provide, in order to assist in keeping the fire under control and preventing it from spreading beyond the land on which the burning is to take place, at least three able-bodied persons who shall be constantly in attendance at the fire from the time it is lit until no burning or smouldering fuel is within thirty metres of the perimeter of the firebreak surrounding the burnt area or, if there is no such firebreak within thirty metres of the perimeter of the burnt area.
- (7) Where for any day, or any period of a day, specified in a notice given under subregulation (2) of this regulation the fire danger forecast issued by the Bureau of Meteorology in Perth in respect of the locality where the bush proposed to be burnt is situated is either “catastrophic”, “extreme”, “severe” or “very high” the permit holder shall not burn the bush in the locality on that day or during that period but may burn the bush in the locality on the first day following that day or that period on which the fire danger forecast issued by the Bureau of Meteorology is below “very high”.**
- (8) The permit holder shall not light a fire to burn the bush on a Sunday if the burning of bush on Sundays is for the time being prohibited in the district in which the bush is situated pursuant to regulation 15C(1).
- (9) The permit holder shall not light a fire to burn the bush on a day that is public holiday in the district in which the bush is situated if the burning of the bush on that day is for the time being prohibited in that district pursuant to regulation 15C(2).