

SHIRE OF KOJONUP

Kojonup



Kojonup Bush Fire Advisory Committee

AGENDA
RECEPTION ROOM

7:00pm Wednesday, 14th of February 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 x3 (Currently Cr Bilney, Cr Radford and Cr Webb);
- 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

AGENDA FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING
HELD 7 NOVEMBER 2023

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

Digby Stretch	President Kojonup Bush Fire Association
Denise Berryman	Secretary of the Kojonup Bush Fire Association
Ross Fryer - Smith	Deputy Bush Fire Control Officer
Nick Trethowan	Senior Bush Fire Control Officer
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

OBSERVERS

Grant Thompson	Chief Executive Officer
Robert Jehu	Manager Regulatory Services
Stephanie Swain	Ranger
Shane Harris	Community Services Management Services

APOLOGIES

Derek Jones	District Officer – Rural - DFES
Emelee Peet	Bushfire Risk Planning Coordinator
Estelle Lottering	Project Manager and Community Services

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 7th of November 2023 was previously circulated under separate cover.

COMMITTEE DECISION

That the minutes of the Bushfire Advisory Committee Meeting held 7th of November 2023 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 2023/2024 Fire Season Update

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

Shire of Kojonup – Bushfire Advisory Committee Meeting – 14 February 2024

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	0	0	0	0	0	5	
Jingalup	0	0	0	0	0	1	0	0	0	0	0	0	1	
Kojonup	0	0	0	1	3	2	6	0	0	0	0	0	12	
Lumeah	0	0	0	1	3	0	1	0	0	0	0	0	5	
Mobrup	0	0	0	0	1	0	3	0	0	0	0	0	4	
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	0	1	
Total	0	1	0	3	10	7	18	1	0	0	0	0	40	

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

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	1	0	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	1	2	2	2	1	3	0	1	10	
Kojonup	0	0	0	0	0	1	0	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	2	0	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	2	5	4	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	

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	1	3	6	1	4	4	6	0	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

11. GENERAL ITEMS

11.1 CESM – Shane Harris

- Putting up Bushfire alerts and warnings
- Fire weather officer gazetted.
- Process to ordering private contractors/machinery on LG fire
- Importance of incident numbers and why we need to log jobs (statistics, getting support, air and ground, insurance)
- BRMP Plan
- Online Rural fire awareness course do we want to use this or continue running the course as normal.
- Importance of wearing PPE/PPC for protection and most importantly Insurance claims
- Volunteer membership (removing members that are no longer serving, we are paying insurance on these members)
- Volunteer Induction
- Skills maintenance training

11.2 DFES – Derek Jones

- Report feedback by Shane Harris

11.3 MRS – Robert Jehu

- Communications Tower update

11.4 Ranger – Stephanie Swain

- Fire Order Notices

11.5 CBCO – Tony Fisher

- Seasonal update

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

13 **LATE ITEMS**

14 **NEXT MEETING**

Will be on the 15thth of May 2024 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.