

SHIRE OF KOJONUP

Kojonup



MINUTES

Kojonup Bush Fire Advisory
Committee

8 May 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)

- 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)

Unconfirmed

MINUTES FOR THE KOJONUP BUSH FIRE ADVISORY COMMITTEE MEETING

HELD 8 MAY 2024

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MINUTES

1. DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Presiding Member declared the meeting open at 07:05 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
Matthew Crabb	Kojonup Volunteer Fire and Rescue Service
Roger Bilney	Councillor / Chairperson
Ned Radford	Councillor
Mick Mathwin	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

APOLOGIES

Ben Blewett	Senior Bush Fire Control Officer
Nick Trethowan	Senior Bush Fire Control Officer
Paul Webb	Councillor
Robert Jehu	Manager of Regulatory 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 14 February 2024 were previously circulated under separate cover.

COMMITTEE DECISION

That the minutes of the Bushfire Advisory Committee Meeting held 14 February 2024 be confirmed as a true record.

Moved by Digby Stretch and second by Ross Fryer-Smith.

Carried 9/0

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

Nil

8. **PETITIONS, DEPUTATIONS & PRESENTATIONS**

Nil

9. **DECLARATIONS OF INTEREST**

Nil

10. **STATUS REPORTS**

2023/2024 Fire Season Update

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

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	0	0	17	
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	0	1	
Total	0	1	0	3	10	7	18	5	0	4	0	0	48	

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	2	1	0	0	0	0	3	
Changerup	0	0	0	0	1	0	0	0	2	1	0	0	4	
Cherry Tree Pool	0	0	0	0	0	0	0	0	1	0	0	0	1	
Jingalup	0	0	0	0	1	2	2	1	3	0	1	0	10	
Kojonup	0	0	0	0	0	1	0	1	0	1	0	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	1	0	0	1	
Muradup	0	0	0	0	0	2	0	1	2	0	0	0	5	
Orchid Valley	0	0	0	0	0	0	0	0	2	0	0	0	2	
Qualeup	0	0	0	0	0	0	0	0	1	0	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	11	3	1	0	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	

Shire of Kojonup – Bushfire Advisory Committee Meeting – 8 May 2024

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

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

- LG Package May 2024 Update: 520 Registered members, need to consider register for insurance, less members. Insurance increasing to \$140 per volunteer.

COMMITTEE DECISION

That the minutes of the Bushfire Advisory Committee Meeting held 14 February 2024 be confirmed as a true record.

- LGGs Operating Grant: Applied for \$103,335.00, was awarded \$93,500, giving brief overview of what is in the next financial year's budget for this operating grant.
- SOKO Fire Break Order: Discuss changes in the fire break order booklet, after discussions decided to stay with older version.

COMMITTEE DECISION

The Committee endorsed and recommends to Council the Fire Break Order 24/25 to council as presented.

Moved: Tony Fisher, Second: Mick Mathwin

Carried 9/0

- Group call – discussion on how this format of communication would work. DFES to investigate how this may be implemented.

MOTION

The Committee requests the Department of Fire and Emergency Services (DFES) researches how the Shire of Kojonup changes its current communication system to the described Group Call Communication method for contacting the DFES Command Centre.

Moved: Tony Fisher, Second: Ross Fryer- Smith

Carried 9/0

- 3G-4G AVL Change Over: Completed on Kojonup and Muradup appliances.
- BRMP report finalised and will be presented to council for receiving.

11.2 DFES – Derek Jones

- Fire Season Review
 - Relatively quiet across region
 - Local fires - well managed at local level.
 - Some deployments intra-region and inter-region - Serpentine, Neds Corner, Waroona & Walpole.
 - Neds Corner - Fatality - Findings/recommendations still to be finalised - when released recommend analysis and see what applies to Kojonup.
- School and Community Group - Evacuations
 - All schools are required to have bushfire plan.
 - Schools will act upon advice given by someone in a substantial role.
 - Be aware of need to go early particularly when larger groups involved - schools, hospitals etc
- AFDRS Review
 - A representative from AFDRS was at ROAC in April -
 - System continues to be reviewed and monitored - if glitches are observed please take opportunity to provide feedback.
- Mitigation Works
 - Shire now has a Bushfire - Risk Management Plan endorsed by OBRM.
 - Allow shire to access funding to mitigate shire tenure land..
 - UCL/UMR in gazetted townsites DFES responsibility. Have worked with Tony and respective Captains to do some work around townsites.
 - Plan to undertake slashing as per previous years around townsites.
 - All mitigation strategies on the table - just need advanced planning to ensure clearances and permits are obtained.
- Training
 - Legal and Legislation - recommend completion when all FCO appointments are finalised.
 - Opportunity to pursue higher order courses including incident management.
 - Crew Leader
 - Advanced Bushfire
 - Sector Commander
 - Incident Controller- Level 1- pause this one pending refinement
 - Pre-season - shakedown desktop exercise.

4. Permits

- Recommend permit holder notify Comcen (DFES) - may reduce false alarms to brigades.
- Gazetted Fire Weather Officers have capacity to allow permits to proceed when FDR exceeds 'High'
- Need explicit approval of FWO.

11.3 Shire of Kojonup – Executive Officer - Grant Thompson

- BRMC funding – the Shire has been offered the opportunity to create a role to support mitigation work. Decision required if Shire of Kojonup will join the Shires of Katanning and Broomehill-Tambellup in a joint funding arrangement with DFES to appoint a Bushfire Risk Mitigation Coordinator.
- Total cost of BRMC would be roughly \$170,000.00. (70% for LG, and 30% DFES after the second year). Approx. cost to individual Shires circa \$40K YOY for the term of the contract.

COMMITTEE RECOMMENDATION

The Committee recommends that the Council investigates appointing a Bushfire Risk Mitigation Coordinator and determines the cost/benefit to the Shire.

- Announcement – Robert Jehu will be leaving the Shire of Kojonup on Friday the 10th of May 2024. Read message from Robert to Committee members thanking them for the time they worked together.
- Communication Tower update, change over from old tower to the new tower will happen in the off season. All communications may be down for 24hrs (worst case scenario).
- Question to DFES on its Commitment to transfer the WAERN and to pay for it. Contractor details to be send to Derek Jones to investigate.

11.4 Kojonup Volunteer Bushfire Brigade – Chief – Tony Fisher

- On behalf of the Committee would like to thank Robert Jehu for the support he gave them over the past 3 years.
- Want to open the season but need to get past the next couple of days of high fire danger ratings.

11.5 Kojonup Volunteer Bush Fire Brigade – Digby Stretch

- Met all fire volunteers a couple of weeks ago at AGM.
- From AGM concerns arose for the Myrtle Ben Reserve, if things goes wrong, how will the Shire be able to keep people out with drones etc.

Shire of Kojonup – Bushfire Advisory Committee Meeting – 8 May 2024

- It's been a busy Kojonup Fire Season
- Request to figure out how the standpipes can be unlocked to fires brigades faster during a fire.

COMMITTEE DECISION

Committee recommends to Council that it receives the unconfirmed minutes of the BFA AGM held on the 15th of April 2024 to council.

Moved: Digby Stretch, Second: Tony Fisher

Carried 9/0

12 OTHER ITEMS

Nil

12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13 LATE ITEMS

Nil

14 NEXT MEETING

7 August 2024

15 CLOSURE

There being no further business to discuss the Presiding Member thanked the members for their attendance and declared the meeting closed at 9:27 pm.

Confirmed as true and correct:

Chairperson

Date

Unconfirmed