



# BUSHFIRE ADVISORY COMMITTEE

# MINUTES

## BUSH FIRES ACT (1954) SECTION 67

### Committee Brief

*To advise the Local Government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of the Bush Fires Act 1954, the formation of bush fire brigades and the grouping thereof under group brigade officers and the ensuring of cooperation and coordination of bush fire brigades in their efforts and activities.*

Meeting of the Bush Fire Advisory Committee  
Held at the Council Chambers, Lowood Road, Mount Barker WA 6324  
7:00pm Wednesday, 20 November 2024

  
**Julian Murphy**  
CHIEF EXECUTIVE OFFICER

### Committee Delegated Members

Cr L Handasyde, Cr R Brown, Cr J Oldfield (Deputy) (Resolution No 168/23), CBFCO I Mackie, CWO P Mackie, Denbarker Mr B Lynch, Forest Hill Mr C Moore, Kendenup Mr M Newham, Kojaneerup Mr A Hood, Middle Ward Mr P Spink, Narpyn Mr R Wright, Narrikup Mr C Norton, Perillup Mr K Allison, Porongurup Mr T Hampel, Porongurup South Mr W Matthews, Rocky Gully Mr I Higgins, South Stirlings Mr G Pyle, Woogenellup Mr N Hunt, Town Mr R Drage. (Resolution 037/24)

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**Presiding Member: Cr L Handasyde****Membership: Quorum (8)**

Cr L Handasyde	Council Representative
Mr I Mackie	Chief Bush Fire Control Officer
Mr P Mackie	Chief Fire Weather Officer
Mr B Lynch	Denbarker Delegate
Mr C Moore	Forest Hill Delegate
Mr M Newham	Kendenup Delegate
Mr A Hood	Kojaneerup Delegate
Mr P Spink	Middle Ward Delegate
Mr R Wright	Narpyn Delegate
Mr C Norton	Narrakup Delegate
Mr K Allison	Perillup Delegate
Mr T Hampel	Porongurup Delegate
Mr W Matthews	Porongurup South Delegate
Mr I Higgins	Rocky Gully Delegate
Mr G Pyle	South Stirlings Delegate
Mr N Hunt	Woogenellup Delegate
Mr R Drage	Town Delegate

**Proxy Members if Delegate not available.**

Cr R Brown	Council Representative
Cr J Oldfield	Council Representative (Deputy)
Mr B Skinner	Deputy Chief Bush Fire Control Officer 1
Mr G Pyle	Deputy Chief Fire Weather Officer 1
Mr Tony Griffiths or John Rodgers	Denbarker Proxy
Mr Kieran Wilkinson	Forest Hill Proxy
Mr B Furber	Kendenup Proxy
Mr S Smith	Kojaneerup Proxy
Mr G Sounness	Middle Ward Proxy
Mr C Williams	Narpyn Proxy
Mr G Forbes	Narrakup Proxy
Mr D Trotter	Perillup Proxy
Mr G Versluis	Porongurup Proxy
Mr J Stan-Bishop	Porongurup South Proxy
Mr H Cameron	Rocky Gully Proxy
Mr R Curwen	South Stirlings Proxy
Mr N Crosby	Woogenellup Proxy
Mr K Bransby	Town Proxy

**Staff**

Mr A Pinto	Executive Manager Development and Regulatory Services
Mr M Barnes	Community Emergency Services Manager
Mr J Rutter	Senior Ranger
Ms D Kleemann	Administrative Services.

**1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

7.01pm Cr Handasyde declared the meeting open

7.07pm Mr G Pyle and Mrs D Pyle enter the meeting

**2 RECORD OF ATTENDANCE / APOLOGIES**Present

Cr L Handasyde	Council Representative
Mr I Mackie	Chief Bush Fire Control Officer
Mr B Lynch	Denbarker Bush Fire Brigade
Mr P Spink	Middle Ward Bush Fire Brigade
Mr C Norton	Narrakup Bush Fire Brigade
Mr K Allison	Perillup Bush fire Brigade
Mr T Hampel	Porongurup Bush Fire Brigade
Mr W Matthews	Porongurup South Bush Fire Brigade
Mr I Higgins	Rocky Gully Bush Fire Brigade
Mr R Drage	Mount Barker Volunteer Fire and Rescue Service
Mr M Newham	Kendenup Bush Fire Brigade
Mr G Pyle	South Stirling Bush Fire Brigade
Mr N Hunt	Woogenellup Bush Fire Brigade

Visitors

Mr B Skinner	Deputy Chief Bush Fire Control Officer No 1
Mr K Wilkinson	Forest Hill Bush Fire Brigade
Mr B Furber	Kendenup Bush Fire Brigade
Mr J Stan-Bishop	Porongurup South Bush Fire Brigade
Mr D Jones	District Officer
Mr G Willis	PF Olson
Mr A McNaught	ABP
Mr V Hilder	DBCA
Mrs M Skinner	Base Radio Operator
Mrs D Pyle	South Stirling Bush Fire Brigade
Mr R Curwen	South Stirling Bush Fire Brigade

Staff

André Pinto	Executive Manager Development and Regulatory Services
Mr M Barnes	Community Emergency Services Manager
Mr J Rutter	Ranger
Ms D Kleemann	Administrative Services

Apologies

Cr R Brown	Council Representative
Cr J Oldfield	Council Representative (Deputy)
Mr P Mackie	Chief Fire Weather Officer
Mr A Hood	Kojaneerup Bush Fire Brigade
Mr R Wright	Narpyn Bush Fire Brigade
Mr C Moore	Forest Hill Bush Fire Brigade
Mr M Anning	APB
Mr K Allison	Perillup Bush fire Brigade

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Mr G Sounness	Middle Ward Bush Fire Brigade
Mr N Lindburg	Denbarker Bush Fire Brigade
Mr G Forbes	Narrikup Bush Fire Brigade
Mr T Griffiths	Denbarker Bush Fire Brigade

### 3 DISCLOSURE OF MEMBER'S INTERESTS

Part 5, Division 6, Local Government Act 1955

### 4 CONFIRMATION OF MINUTES

Moved Mr C Norton, seconded Mr W Matthews

That the Minutes of the Bush Fire Advisory Committee Meeting, held on 8 May 2024, be taken as read and adopted as a correct record.

CARRIED

### 5 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

### 6 REPORTS OF COMMITTEE MEMBERS AND OFFICERS

#### 6.1 COMMUNITY EMERGENCY SERVICES MANAGER REPORT

See Attachment Three

M Skinner – Graham Pyle's number in the contact directory is Graham Pool's number.

**Action** - CESM to update phone number in contact directory.

#### 6.2 CHIEF BUSH FIRE CONTROL OFFICER REPORT

See Attachment Four

#### 6.3 FIRE WEATHER OFFICER REPORT

Apology

#### 6.4 BASE RADIO OPERATOR REPORT

Ongoing discussions with the CBFCO on how the Base role can be improved and streamlined.

Jo Wills is doing a great job as the new Deputy Base Operator.

C Norton – Reminder to all that base doesn't need to be contacted unless the truck is leaving the shed for fire related incident.

M Skinner – Please do not phone base wondering if you need to organise a crew or just to let them know you have a crew, put it on the critical info WhatsApp chat or call the IC over the radio. It is difficult for base to be taking phone calls while trying to listen in to the radio and take notes etc.

I Mackie – Recent changes leaving confusion with what information base is required to know, regular updates so base have an overall picture of what is happening on the fire ground to allow them to provide updates should someone request one.

## **6.5 DEPARTMENT OF FIRE AND EMERGENCY SERVICES REPORT**

See Attachment One

M Newham – What is the time frame on the Helitack to come down?

D Jones – 1.5 to 2 hours with support crew a tentative 4 hours.

I Mackie – Received appreciation through Mike from Cranbrook regarding additional resources sent to help Cranbrook with their recent incident.

Brendon Gordon has also made contact requesting a discussion and create a procedure to streamline crossing districts borders.

I Mackie – What is the process for the Shire to obtain additional handheld radios?

D Jones – There is an agreement written from DFES to allow the Shire (outside agency) to access the DFES network. Suggest getting approval from DFES, through Mike before purchasing and radios.

## **6.6 DEPARTMENT OF BIODIVERSITY CONSERVATION, & ATTRACTIONS REPORT**

### **Albany**

See Attachment Five

L Handasyde Thank Vince for his input over the years.

I Mackie would like to pass thanks to Peter Marsters for the aerial photos he sends from the spotter plane.

### **Walpole**

Apology

## **6.7 PLANTATION COMPANY REPORT**

PF Olson – Evident the team often forget to log onto the fire ground, this season they are heavily focusing on calling it into 6TN base when they are attending and notifying the IC when on the fire ground.

Concentrating on fast response times and getting crews on the ground ASAP.

I Mackie – Good to see this info being put on the critical info WhatsApp chat as well.

## **7 GENERAL BUSINESS**

### **7.1 OPEN/RESTRICTED/PROHIBITED DATES ACROSS THE SHIRE**

Iain Mackie

See Attachment Six

Discussion took place about restricted and prohibited date changes.

The following comments were made

- Agreeance to align the eastern and western zones to the same dates for the restricted period.
- Positive feedback from majority to bring forward the dates of restricted in both east and west zones to a time in September.

- Leave prohibited dates the same.
- Leave it up to FCO's to make the call on whether to issuing permits later in the restricted period weather dependant.
- Make an addition to the ABFMN that particular fuels require a permit from a date across the whole shire.

**Action** – Agenda item for the next BFAC Executive meeting. Dahna.

I Mackie – Derek can particular fuels be restricted to permits all year round?

D Jones –I'll take that on notice. There is a town in the Shire of Jerramungup that requires permits all year round for any burning. There is also section 46 of the *Bush Fire Act*, this allows FCO's to instruct a person to put their fire out if they are not comfortable with what they are burning at any time of the year including open season.

It was decided this will be workshopped to form a proposal before the next BFAC meeting.

**Action** - Agenda Item for next BFAC executive meeting – Restriction on particular fuels to be burnt.

## 7.2 BUSH FIRE RESPONSE PLAN – REVIEW

See Attachment two

Amendment to be made

- ComCen phone number and email to be included in the document.

**Moved Mr C Norton, seconded Mr G Pyle**

**That the Shire of Plantagenet's Bush Fire Response Plan be adopted as a working document with the suggested amendments as of this meeting.**

**CARRIED**

**ACTION** - CESM – To amend the Bush Fire Response Plan.

## 8 NEXT MEETING

To be advised

## 9 MEETING CLOSURE

8.20pm Cr Handasyde closed the meeting.

## ACTION LIST

ACTION ITEMS						
Item No	Date	Subject	Action Officer	Action	Date Completed	Initial
6.1	20 November 2024	Graham Pyle's number in the contact directory is Graham Pool's number.	Mike Barnes	Number is correct in the 2024-2025 directory.	21 Nov 2024	MB
7.1	20 November 2024	Open/restricted/prohibited dates across the shire	Dahna Kleemann	Agenda item for the next BFAC Executive meeting.		
7.1	20 November 2024	Restriction on particular fuels to be burnt	Dahna Kleemann	Agenda item for the next BFAC Executive meeting.		
7.2	20 November 2024	Bush Fire Response Plan – review	Mike Barnes	Update and distribute.		



**ATTACHMENTS**

ATTACHMENT ONE

Department of fire and emergency services report

ATTACHMENT TWO

Bush fire response plan

ATTACHMENT THREE

Community emergency services manager report

ATTACHMENT FOUR

Chief bush fire control officer report

ATTACHMENT FIVE

Department of biodiversity conservation, and attractions report

ATTACHMENT SIX

Open/restricted/prohibited dates across the shire – Iain Mackie