



Minutes

Unconfirmed Copy

**Bush Fire Advisory Committee Meeting held
Monday 7.00pm 4 May 2026**

**Nannup State Emergency Service (SES)
19 Sexton Way, Nannup**

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Shire of Nannup – Bush Fire Advisory Committee Meeting 4 May
2026 Minutes

Bush Fire Advisory Committee Meeting Minutes

Monday 4 May 2026

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS/ACKNOWLEDGEMENT OF COUNTRY:

The presiding member Cheryle Brown declared the meeting open at 7.00pm.

The presiding member acknowledged the traditional custodians of the land we are meeting on, the Wardandi and Bibbulmun people. I acknowledge and respect their continuing culture and their contribution they make to the life of this region.

2. ATTENDANCE/APOLOGIES:

Councilors	Staff
Cr Cheryle Brown (Presiding Member)	Geoff Allam – Community Emergency Services Manager (CESM)
Cr Lynette Curtis	David Taylor – CEO Shire of Nannup
	Anthea Monger - Executive Support Officer

Members(Full Voting Rights)

John Thompson – Captain, North Nannup
Mike Vasey – Deputy Chief Bush Fire Control Officer and North Nannup FCO (DCBFCO)
Robert Marshall – Carlotta FCO
Gerald Brown – Cundinup FCO
Vic Lorkeiewicz – East Nannup FCO/CESM
John Patman – Chief Bush Fire Control Officer
Hamish Robertson – Bush Fire Brigade
Leigh Fletcher – Nannup Brook FCO

Other Attendees

Peter Sim – Training Officer.
Jessie Francis – Darradup FCO
Peter Thomas - Bush Fire Brigade
David May-Wilkie - Bush Fire Brigade
Kieren Curtis - Bush Fire Brigade
Peter Thomas - DFES

Attendees via Video Link

Simon Millington - Ranger
Mark Scott – Deputy Chief Bush Fire Control Officer and Balingup FCO (DCBFCO)
Alison Raper - FPC
Jackson Parker - DFES

Apologies

John Jonker – Perabeelup Coast FCO

3. PETITIONS/DEPUTATIONS/PRESENTATIONS:

Refer Attachment 3.1 - Lake Jasper Fire

Thank you letter for swift action in controlling the fire.

Refer Attachment 3.2 - Agg Rd Plantation Fire

Thank you letter for swift action in containing the fire so rapidly.

Attachment 3.3 Fire Weather Districts Review – Lower Southwest May 2026

A presentation was shown via video link by Jackson Parker DFES on Extreme Fire Danger Ratings and the outcomes for Nannup changing zones.

4. CONFIRMATION OF MINUTES:

4.1 Bush Fire Advisory Committee meeting – Monday 2 February 2026

That the Minutes from the Bush Fire Advisory Committee held Monday 2 February 2026 be confirmed as a true and correct record (**Attachment 4.1**). No amendments required.

MOVED: JOHN PATMAN	SECONDED: GERALD BROWN
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CARRIED

5. DISCLOSURE OF INTEREST:

Nil.

6. BUSINESS ARISING FROM THE PREVIOUS MINUTES:

Nil

7. REPORTS OF COMMITTEE MEMBERS:

7.1 Chief Bush Fire Control Officer (Refer Attachment 7.1)

John Patman was concerned regarding the roles of Captains and FCO's.

Local Laws state that Captains runs the brigade while FCO's issue permits and carry out inspections for variations, then reports. Despite Captains and FCO s having discussion this is not working well. Additionally, the Captain has no voting rights at the BFAC Meeting.

Captains should be responsible for completing the reports on incidents.

David Taylor stated that FCO s are under the Act and mainly responsible for permits and for finalizing the reports for an incident.

FCO are always responsible for fire mitigation and supporting the CESM.

Discussions on the use of a Personnel Diary that is used to document the issues, actions and outcomes of an incident. The diary is a record of what has occurred throughout the day and can be easily referred to as required. This document can become a part of the report.

For example, if there are 4 brigades that attend one incident then each brigade should have a separate diary stating their actions at the incident. The FCO in control would also keep account of his decisions of the incident. These notes are scanned and files by the CESM.

7.2 Deputy Chief Bush Fire Control Officer

Mark Scott thanked everyone for attending The Agg Road incident. He was concerned about the suspicious nature of the fire.

He suggested that the SES invest in more microphones to facilitate TEAMS meetings as it allows more people to attend via video link.

Mike Vasey reported one 000 call out for a fire which turned out to be legal. The fire pit was visible to about 9 houses hence the call. He suggests that if a person is having a fire outside of the permit that neighbors should be advised of their intentions to burn so as to be considerate and stop unnecessary 000 calls.

7.3 Bush Fire Control Officers

7.3.1 Balingup Road Bush Fire Control Officer

Nil

7.3.2 Carlotta Bush Fire Control Officer

One call out to a fire that relit itself.

7.3.3 Cundinup Bush Fire Control Officer

Not call outs, AGM was held on the 3rd of May. Fund raising for the Shed. During a vehicle check it was discovered that mice had chewed the battery cables.

7.3.4 Darradup Bush Fire Control Officer

Jesse Francis reported no incidents. Attendance has been high and training is going well.

28 permits issued. 10 firebreak inspections. Good community engagement and Darradup hosted an event with 300 participants. He suggested that when an FCO has to out and sign off on variation applications the shire should notify the FCO what the outcome is.

7.3.5 East Nannup Bush Fire Control Officer

Vic Lorkiewicz had nothing to report.

7.3.6 Nannup Brook Bush Fire Control Officer

Leigh Fletcher reported that the brigade attended 2 fires. Mitigation program in-between the winery and East Nannup road.

The AGM was yesterday. New member – Ros Edwards – Training Officer

7.3.7 North Nannup Bush Fire Control Officer

A couple of call-out which were cancelled.

One Firefighter undergoing driver training. One new candidate doing online training.

Variations 12 inspected then passed back to Simon - 11 permits issued

ABC burn in Nannup township was successful.

One fire bug must be replaced. Geoff Allam to follow up.

7.3.8 reported Peerabeelup Fire Control Officer

John Jonker – Not Present

Nil

7.3.9 Peerabeelup Coastal Fire Control Officer

Nil

7.3.10 Scott River/Lake Jasper Bush Fire Control Officer

7.3.11

Andrew McNab – Not present

7.3.12 Shire of Nannup Ranger

Please refer to the attachment.7.3.11

Simon Millington reported the following

- 101 total properties identified for inspection since January
- 62 properties inspected and reinspected
- 33 variation applications
- 13 approved
- 6 under assessment
- 14 yet to be submitted (due before next season)
- 1 variation expired (requires follow-up)
- 35 properties remaining for education visits to achieve compliance before next season

One last query was the Arial Fire Breaks and the FCO s going out with the pilot to assess difficult to access some areas.

One question raised was are any of the properties inspected plantations? Simon said that his inspections have been purely residential, mainly in Jalbarragup and North Nannup. He will look at plantations in the off season.

8. REPORTS OF OFFICERS:

8.1 Community Emergency Services Manager (Refer Attachment 8.1)

Geoff Allam (CESM) advised his report is provided at Attachment 8.1,

Geoff did mention that several volunteers James Scott who took control at Agg Road as well as Andrew and Tim down at Scott River managing the fire.

The recommended WHS changes to the fire sheds are ongoing, with most of the changes taking place in the 26/27 financial year. All urgent safety recommendations will be made in this financial year. Water filtration systems will be installed or upgraded in 26/27 year.

A COMCEN Call SOP has been created and commented on in time of the BFAC meeting in August.

There have been some requests on clarification when the Comcen call is received. Either a delay in someone speaking, too many speaking at the same time or people speaking while Comcen is receiving some direction on who is attending.

To rectify this Geoff has outlined a process for consideration. Authorised officers to take the call starting with the Chief then the Deputy Chief. Once they have ascertained where the fire is they can allocate a brigade to attend. The brigade has two opportunities to acknowledge. A text message will be sent to the brigade to speed up the process. CESM will support. If other brigades are required they will be notified and put on standby. Geoff asked for feedback on this process to further streamline. Updates are required as often as possible for Comcen.

A meeting for Captains, Training Officers and Trainer Assessors to be held on 6th August

This is so everyone is getting the same information and completing the training to the best level.

BSA (blended) course to be held on 20th May

FFS course to be held on 18 and 19th July

Courses completed

Hazardous Tree Assessor Course – Louise Stokes, Hamish Robinson, Geoff Allam

Geoff attended an online training meeting with BCoE. Subject items: Bush Fire Skill Cards, Refresher Cards, Courses that are under assessment: Firefighting Skills, Rural Urban Interface Operations, FCO Review, Bushfire Safety for Workers

8 requests to reallocate radios for FCOs and Captains. 4 have been completed

Communications & IT Grant 15K – Funding complete. Geoff spent the remaining 4K on 4 5G booster cells the Fire Chief vehicles

8.2 CESM Agenda Items (Refer Attachment 8.2)

In previous meetings it has been mentioned to use chainsaws thru ought the shire. The proposal is that drivers are to get qualified to use a chainsaw. 10 qualified chainsaw operators per brigade.

The shire will support with funding this.

Geoff is a qualified trainer for using a chainsaw.

There will also be a Fit for Work Assessment.

Questions regarding the Firebreak Variation Form will include The FCO consultation. The CEO signs of ultimately. The FCO can give advice to property owners regarding work needing to be done on firebreaks before The Ranger goes to assess for compliance. This will possibly avoid the need for second and third inspections by The Ranger.

Jacksons presentation is provided.

WAFES conference applications need to be in by 29th May. This is now being assessed by the region to see who gets to go.

International Firefighters Day.

End of season catchup on the 7th of July. This may be held at Nannup Brooks to show off the new facility.

Burning period is now open. Comcen has requested that to call 24hrs prior to the burn, not 2 or 3 days before.

North Nannup went out to Cundinup to cut firewood. This is for fundraising only.

Refer Attachment 8.3 - Comcen Procedure

9. REPORTS OF OTHER ATTENDEES:

9.1 Department of Fire and Emergency Services

International Firefighters Services being held around the region. This is to commemorate fighters who have lost their lives fighting fires.

Radios are being sold in Market place with DFES channels on them. This is illegal so please don't buy or sell these radios.

9.2 Department of Biodiversity Conservation and Attractions

Nil

9.3 Forest Products Commission

Allison Raper joined the meeting via Video Link and spoke about her report. She has recently joined FPC as the Manager of Fire Protection

Chris Shaw has also joined her team and will be looking after fire appliances, burn restrictions and plantation water sources.

There have been no significant plantation fires this season. There will be some burns in the near future – DCBA Blackwood district, Millward and Lewana plantations. Nil proposed in the Nannup LGA

She has implemented a QR code system which allows anyone to access Maps of all surrounding shire areas.

The FPC's internal fire roster has been prepared out to the 21st May 2026

Training is being held at The Nannup SES 26th May.

Allison is currently working on a heavy fleet replacement program, purchasing ex-DBCA fire trucks, focusing on a new truck this financial year and a proposal for two the following financial year. The FPC

Nannup truck is the first to be replaced on the schedule.

Refer Attachment 9.3.1 FPC Report

Refer Attachment 9.3.2 QR Codes

10. STANDING ITEMS:

10.1 *Emergency Services Levy (ESL)*

Refer Attachment 10.1.

11. GENERAL BUSINESS:

World Firefighter Day is 4th May. Geoff has encouraged brigades to mark this on their calendars to promote awareness.

12. PROPOSED DATE FOR NEXT MEETING:

Monday 3 August AGM - 2026 starting at 7pm at the Nannup SES.

13. CLOSURE OF MEETING:

Meeting closed at 8.38pm.